

# ST. JAMES PARISH



**Report of the year 2016**  
**for the Annual Parish Meeting**  
**January 29, 2017**

**ST. JAMES PARISH**  
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## **THE 2016 ANNUAL PARISH MEETING**

**Sunday, January 29, 2017**

### **Table of Contents**

Agenda for January 29, 2017	Page 2
Officers of the Parish and Statistics	Page 3
Minutes of Annual Meeting: January 31, 2016	Page 4
Reports for the Year 2016	
Rector	Page 7
Wardens	Page 10
Treasurer	Page 11
2016 Income Statement and 2017 Budget	Page 12
Investment Report	Page 16
Parish Ministries Reports:	
Altar Guild	Page 19
Buildings & Grounds Committee	Page 20
Care Ministry	Page 21
Christian Formation	Page 22
Coffee Hour Ministry	Page 23
Convalescent Home Ministry	Page 24
Liturgical Assistants	Page 25
Music Ministry	Page 26
Office Volunteers	Page 27
Outreach Committee	Page 27
Prayer Team	Page 34
St. Andrew's Guild	Page 34
Ushers	Page 34
Canonical Criteria for Legal Voting Membership in Parishes & Missions	Page 35

### **CANON 1.**

#### **Of the Due Celebration of Sundays**

All persons within this Church shall celebrate and keep the Lord's Day, commonly called Sunday, by regular participation in the public worship of the Church, by hearing the Word of God read and taught, and by other acts of devotion and works of charity, using all godly and sober conversation.

**St. James Parish**  
Farmington, Connecticut  
**THE 2016 ANNUAL PARISH MEETING**  
**JANUARY 29, 2017, 11:30 a.m.**

**AGENDA**

Establishment of a quorum – Clerk Jessica Watkin  
Call to Order & Opening Prayer –Rector George Roberts  
Presentation of 2016 Reports  
Approval of Minutes of Annual Meeting of January 31, 2016  
Remarks from the Wardens  
Rector’s Report  
Order of the Fisherman  
Report of the Nominating Committee  
    Officers for one-year term February 2017–January 2018  
        Treasurer: Jay Hostetter  
        Assistant Treasurer: Jerry Hess  
        Clerk: Jessica Watkin  
    Vestry for three-year term February 2017–January 2021  
        Catherine Martin  
        Ann Monroe–Baillargeon  
        Todd Root  
    Diocesan Delegates: February 2015–January 2018  
        Deborah Agrella and David Paye  
        Scott Chambers and Linda Reynolds, alternate  
    Nominations from the floor, if any  
    Recognition of outgoing Vestry members  
    Elections  
Financial Reports and Presentation of the Budget:  
    Treasurer’s Report for 2016 – Jay Hostetter  
    Operations Reserve Fund Report for 2016 – Jerry Hess  
    Presentation of 2017 Budget – Jay Hostetter  
Old Business  
New Business  
Adjournment & Closing Prayer

## 2016 Officers of the Parish

Wardens: Carol Kirkwood & Linda Larkin  
 Treasurer: Jay Hostetter

Clerk: Jessica Watkin  
 Assistant Treasurer: Jerry Hess

Vestry – through January 2017: Carol Kirkwood, Linda Larkin, E.J. Ososki  
 Vestry – through January 2018: Elizabeth Alligood, Sheila Church, Donna Paye  
 Vestry – through January 2019: Bill Raymond, Chris Roach, John Smith

Diocesan Convention Delegates (also serve as delegates to the Hartford Deanery)  
 Delegates: Deborah Agrella & David Paye  
 Alternates: Scott Chambers & Linda Reynolds

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Services	153	168	163	171
Total Attending	7,100	7,514	6,440	6,598
Celebrations of Eucharist	143	151	145	160
Received Communion	6,383	6,461	5,994	5,609
Weddings	1	1	1	1
Funerals	8	12	7	8
Baptisms	5	2	7	6
Confirmed	5	1	9	0
Received	2	0	11	4
Transferred In	18	3	1	4
Transferred Out	4	4	8	1
Church School	45	50	56	42
Enrollment	including Youth=60	including Youth=61	Including Youth =73	Including Youth =54

**St. James Parish  
Farmington, Connecticut**

**Minutes of 2015 Annual Meeting  
January 31, 2016**

The Parish Clerk, Mary Lansing, certified that there was a quorum present to begin the 2015 Annual Meeting held January 31, 2016.

Father George called the meeting to order at noon with a prayer.

**Presentation of 2015 reports:**

The Annual Report was moved for to approve by Skip Mason, Jay Hostetter seconded; approved unanimously.

**2014 Annual Meeting Minutes:**

The meeting minutes from the 2014 annual meeting held January 25, 2015 – EJ Ososki moved approval, Donna Paye seconded; approved unanimously.

*Rector's Report:*

Father George reflected on his near completion of four years at St. James. Without Sue Deming, the parish would grind to a halt. Likewise Emily Perow, Blake Hansen, and Kelly Nauss are outstanding staff. Thanks to Warden Mark Dudzik for his stewardship energy. Our pledge campaign exceeded last year's by \$8,000 thanks to 12 new families. Outreach activities include the Friendship Center, as well as planning a trip to the Dominican Republic this June. In 2015 there were nine confirmations. This year's vestry retreat will focus on 5 points: worship + prayer, repentance, evangelism, service, and justice + peace. He looks forward to taking a closer look now at who we are as a parish and as people. Let's have conversations this year, keeping our ear to the ground and keeping our spirit free to hear God's will.

**Order of the Fisherman:**

Father George presented the award to Wendy Ives for her continuing bookkeeping, as well as her service of eight years as parish clerk. Kathy Roach and Linda Reynolds earned the Order from their work as coordinators of the church school. For her work with the Friendship Center projects, Armen Slusarz received the Order. In addition, Sheila Church received the Order thanks to her coordination of local Outreach, Chalicist service, and Vestry membership.

**Nominations:**

The nominating committee presented the nominations below:

Officers for 1-year term February 2016–January 2017:

Wardens: Carol Kirkwood and Linda Larkin

Treasurer: Jay Hostetter

Assistant Treasurer: Jerry Hess

Clerk: Jessica Watkin

Vestry for a 3-year term February 2016–January 2019

William Raymond  
Christopher Roach  
John Smith

Diocesan Delegates: February 2015–January 2018

Dave Paye  
Deb Agrella  
Linda Reynolds, Scott Chambers, alternates

There were no nominations from the floor.

Dave Paye made a motion to accept the slate of candidates as presented, Jerry Hess seconded the motion, the slate of candidates was approved unanimously.

Recognition of outgoing vestry members: Father George called the following vestry members up to thank them for their service. He gave each of them a St. James medal as a remembrance of their time served on the vestry.

Carol Calladine, Vestry Member  
Jane Johansen, Vestry Member (*in absentia*)  
Chandler Howard, Vestry Member (*in absentia*)  
Mary Lansing, Clerk

Father George also thanked Mark Dudzik and David McFadden, co-Wardens, for their years of service on the vestry.

#### **Financial Reports:**

*2015 Report:* Jay Hostetter presented the 2015 financial report noting the 2015 projected \$75,000 deficit was actually only \$57,000. Unfortunately not all pledge income for 2015 has come in yet; we still need a little over \$12,000 in 2015 pledges. We withdrew \$50 from our income principal in order to fund the operating reserve fund. The previous year we withdrew \$75,000 and the year before that we withdrew \$100,000. Expenses were under budget thanks to a better rate on heating oil.

Jerry Hess made a motion to accept 2015 financial results, Dona Waugh 2nd motion, the financial report for 2015 accepted unanimously.

#### *Invested Funds:*

Jerry Hess presented the invested funds report. The church has between \$700–900,000 in investments over the past 15–20 years. The Investment Committee, including Chandler Howard, Matt Guglielmo, Father George, Jay Hostetter, David McFadden and Mark Dudzik have shifted the Dodge and Cox moderate risk international emerging markets fund away to Vanguard Index fund. Overall we are seeing a 2.2% loss, a decrease of 4%, as compared with the Dow Jones that is down 5–6% right now.

Dave Paye made a motion to accept the Invested funds report, Barbara Hess seconded; motion was approved to accept the invested funds report.

#### **2015 Budget:**

Jay presented the 2016 budget and noted that there was pledge income of just over \$260,000. Our total projected 2016 budget is \$262,000. Staff salaries are on budget, unfortunately with no raises planned. Emily Perow is part-time. Rectory auto and telephone

expenses are shouldered by Father George, although usually a parish expense. Thank you to George and Tracey for the savings incurred from migrating Father George to his wife's health coverage from the town of West Hartford.

St. James made a diocesan contribution of \$28,440 which is 10% of the total 2014 income. Since there was a decision to earmark 10% of the increased giving for outreach, outreach budget is now \$5,300 this year, up from \$4,500 last year. A \$50,441 deficit is projected. We are overall \$2,500 under budget.

May Nevius made a motion to approve the 2016 budget, Elizabeth Alligood seconded the motion. There was unanimous approval of the 2016 budget.

**New Business:**

Todd Root asked Father George if he was planning a sabbatical upon his five-year anniversary as rector; however, Father George has not yet planned anything.

**Conclusion:**

Jay Hostetter moved to adjourn the meeting, Carol Calladine seconded the motion and the meeting was adjourned at 1:00 p.m.

*Mary Lansing*  
Parish Clerk

## Report of the Rector

Well, here we are St. James and I will come up on more than 4½ years together. My address at the Annual Meeting on January 29<sup>th</sup> will cover many other items, challenges, and possibilities, so I hope that you will read this Annual Report and come to the meeting with questions.

The past year was a blur, but we also accomplished so much together. Very little would be possible in my ministry without the hard work and professionalism and patience of our parish administrator, Sue Deming. Sue is far more than someone who cordially answers your questions when you call our office; she administers, manages the life of this parish. She keeps the rector grounded with reminders, advice, executive assistance without which your pastor and ministry would not be possible. She lays out a wonderful bulletin each week, prepares and designs our *Epistle* each month; she orders what we need, keeps records and so much more.

Emily Perow, our youth minister, continues to work with our youth (middle school and high school aged young men and women). Emily is a team player who is always willing to come in where needed, go above and beyond, and mentor our young people. This year Emily is leading ten of our high schoolers through the Confirmation process, helping them to get to know each other and learn to work and pray together. Emily was indispensable on our mission trip to the Dominican Republic last summer, where 7 of our youth accompanied 11 adults to enjoy a unique experience in a parish there. Emily teaches a church school class with our middle schoolers and is helping them continue to be formed in their Christian journey. Her willingness to engage our youth is a continuing blessing.

Blake Hansen continues to grow wonderfully into his role as our director of music. His kindness and flexibility make him a pleasure to work with and his talent continually delights and surprises. From special services like Christmas, Easter, and Pentecost, to Evensong and regular Sunday services, Blake remains open and always prepared.

Kelly Nauss, our trusty Sexton, continues to keep our church clean, always going above and beyond his job description. Kelly loves St. James and is always here, no matter the weather, pitching in to help us in whatever way we need him to at any given time.

Special thanks to the folks who have helped in the office from time to time over the course of the past year. Thank you to Alissa Buth for helping to answer phones on occasions when Sue was out of the office. Andrea Harris and Priscilla Jackson dutifully fold our bulletins each week with good cheer and humor. Christmas and Easter, see them working overtime and they bring fun and light into our office. Many others have responded to specific calls for help – find their names in the Office Volunteer report.

To our counters Nina Hayes, Astrid Johansen, and David Paye, thank you. These folks count our Sunday weekly offerings with discretion, attention, and dedication. They do something that no one sees, with little thanks. ... thank you.

Our treasurer Jay Hostetter has long ago exhausted the superlatives that I have/could think up for him! He is, well, a St. James treasure; a man who has given more time and energy to this place than I could even begin to thank him for. Thanks is sometimes not enough but Jay, I am filled with gratitude to you, the "master of the black art of Parish finance." Jay continues to do great work and give wonderful council.

Jerry Hess, our assistant treasurer, is even more behind the scenes than Jay, but keeps our books with accuracy, discretion, and care. Jerry manages our endowed/reserve funds with meticulous care and a wise vision. Jerry has been doing this for longer than anyone and, under his careful watch, our invested funds have performed remarkably well. Thank you, thank you, thank you, Jerry.

Thank you to John Smith who led us through the final year of a three-year campaign to cut 75% from our deficit. We made it to just under 50%. Thank you, John, for the time spent, the perseverance, and grace. John has also done a lot of under-the-radar work around here on doors, roofs and the like. John, we are so happy to have you and Mary among us.

This year the fire marshal came for an "unofficial" visit and gave us a number of things to work on. Thanks to Neil Clark for working on the layout for new exit signs and to EJ Ososki and John Smith for agreeing to help with other projects related to it. More to come on this project as the new year progresses.

Again, thank you to Sheila Church for leading an active outreach ministry. Sheila organizes the outreach meetings, follows up with people on assignments, puts the flower delivery rotation together, and is full of new ideas and creative energy. On top of that, Sheila does a lot of active things on her own and in the community. Thanks to Armen Slusarz for all of her tireless work with the Friendship Service Center. Armen continues to work in the soup kitchen project at FSC and she personally manages the rotation for that project among many other things that she does for us. She and her husband, Michael, helped organize the Christmas giving tree again this year, which was a big success. Thank you.

Kathy Roach and Tracey Roberts deserve so many thanks for coordinating church school this year. Kathy, your consistent guidance, willingness to teach, organize and care for our children is so appreciated. Tracey, thank you for your creative energy, willingness to jump in when needed, and being such a positive presence. Your innovative work over this past half year has created many new ways for us to reach out to our youngest members. Thank you to all of our many teachers for all of your dedicated time, preparation, and love for the children of St. James. None of this would work without you. You are the light of Christ to our youngest members and we are so grateful. Our teachers are Joyce Bettencourt, Ingimar Bjarnason, Alissa Buth, Emma Buth, Jay Buth, Scott Chambers, Victoria Costello, Emily Dolan, Donna Dudzik, Julia Grieco, Tina Hillemeir, Brenda Holian, Mimi Hostetter, Emma Kate Johansen, Jane Johansen, Evan LaPointe, Cathie Martin, Rebecca McFarland, Olivia Roberts, Tracey Roberts, Kathy Roach, Todd Root, Michael Slusarz, Hilary Sullivan, and AmyBeth Wahl. Please forgive us, if we have inadvertently missed someone!!

Worship continues to be a wonderful part of our common life together at St. James. We offer continuing thank you's to Mimi Hostetter for her consistent hard work. For many years Mimi has put together our rotation for lectors, chalicists, and crucifer/acolytes. Mimi cares deeply about our worship ministries! We welcome David Paye, who will begin working with our acolytes and crucifers, as an "acolyte master."

Barbara Hess has continued to serve tirelessly and patiently as our directress of the altar Guild. Baptisms, weddings, funerals ... the altar, Holy Eucharist, and often the Church itself are prepared by our dedicated Altar Guild. Barbara is a great collaborator and this year we added much needed vestments and altar hangings for Holy Week and saint days. We will

dedicate these new materials on Ash Wednesday. Thank you to all who serve on Altar Guild (names are found in the Altar Guild report). Worship would not be possible without you.

Thanks to Eric Johansen, who has capably stepped in as our head usher. Ushers are often the first person a newcomer sees when they arrive, making it a tremendously important ministry. There's always room for more people in any of our ministries. Thank you to our ushers for us being such a positive presence and welcoming people, particularly our new ushers, some of whom are youth☺. A list of our ushers can be found in the Ushers report.

Thank you again this year to Jane Johansen who once more did such a great job with greening the church at Christmas. Thank you to Donna Paye who guided us in setting up for Palm Sunday and Easter and will do so again this year. Gratitude is also extended to Joyce Bettencourt who keeps our memorial garden looking lively and makes the wonderful arrangements for the front of the church, appropriate to the given season. The Advent wreath was lovely again this year; thank you Joyce! Thank you to Cathie Martin, AmyBeth Wahl, and Julia Grieco who once more made our Nativity Pageant possible on Christmas Eve. Thanks to all the parents who helped, and to our little ones who made it wonderful! Thanks to Emily Perow for her kind help with the script and the rehearsals.

To the acolytes, our beautiful young men and women who serve us each week; make the service so much more powerful by their presence and for their service at the altar. They are many and their names can be found in the Liturgical Assistants report. There are many things that our children do to make St. James a wonderful place, but serving at the altar and in worship is one of those special things that they can do and do so well.

To chalicists and lectors, you are communicating God's grace and love in your ministry each week. Their names can also be found in the Liturgical Assistants report. Reading the Divine word or offering the life of Christ in the Eucharist, you are giving us such a gift by the presence of your ministry.

I think you may be getting the idea that we do a lot and many, many people make it happen! We can always use new folks in any ministry, whether it be the choir, Altar Guild, ushering, etc. Our heart overflows with gratitude for all who engage in ministry.

Your servant, in Christ,  
*The Reverend George C. Roberts*

## Report of the Wardens

We are grateful for the privilege of serving as your wardens during the past year. We are happy to report on the work of the vestry. 2016 brought many opportunities to celebrate all the wonderful work that this parish has accomplished.

St. James has taken on an even greater responsibility for those in need outside our parish community. The most obvious example took place last summer. Eighteen parishioners, adults and teens, traveled to the Dominican Republic to provide assistance and friendship. The travelers' stories, shared upon their return, revealed a sense of joy, gratitude for the experience and fulfillment through this adventure. Interest in maintaining the ties with the Dominican is strong. St. James has found its place in caring for a wider community.

Many volunteers under the leadership of Donna Paye contributed to the success of the fall 2016 Rummage Sale. A financial success for the parish was possible through the concerted effort of dedicated contributors with a sense of commitment to the work of the parish and to each other.

The 2016 Stewardship Campaign, led by John Smith, was a success. The budget presented in the Annual Report offers significant evidence. The dependence on borrowing from investment interest continues to decline, a sign of growing financial health.

There were few issues with regard to the upkeep of the church property this past year. The exception was a drainage problem in the church parking lot. A new drain and pipes were installed and the problem seems to be solved.

The vestry has begun discussion of several projects that will be more fully developed in the next year:

- 1) Need to install a more robust fire protection system, with emergency lighting and fire alarm for the church/parish hall building;
- 2) Visioning for the growth of the youth of St. James; and
- 3) Discussion of the direction for parish projects and mission in the future.

It has been a wonderful experience serving as wardens and working with Father George and this vestry. They are a dedicated, creative, and thoughtful group. It is our belief that the future of St. James is bright and that great work is still to be done in this extraordinary faith community.

Respectfully submitted,  
*Carol Kirkwood & Linda Larkin*

## Reports of the Treasurer

In 2016 we had a total deficit of \$41,000 that was under our budgeted deficit of \$50,000. While we came up about \$2,000 short in pledge income, total income was about \$3,000 over budget. On the expense side we were \$6,000 under budget. In 2015 we transferred \$50,000 out of our Operations Reserve Fund to cover the deficit. In 2016 it was only necessary to transfer \$35,000. While those are still sizeable amounts, they represent the smallest transfers from reserves in well over a decade.

In 2014 the Vestry committed to decreasing our deficit over the subsequent two years to no more than \$50,000. We have achieved that goal, and the 2017 budget is in line with the objective.

We had another successful Stewardship Campaign in 2016, and pledges stand at \$262,000, up from \$257,000 last year. As a result we are projecting 2017 pledge income at \$265,000, up from the 2016 projection of \$262,000. Total income for 2017 is projected at \$289,000, up from \$285,000 in 2016.

2017 expenses are projected to be \$342,000, up from the 2016 budget of \$335,000. Actual 2016 expenses of \$329,000 benefitted from insurance premium rebates that will be non-recurring.

The result is a projected deficit in 2017 of \$53,000. While the total is slightly above the \$50,000 target, the 2017 budget includes an across the board 3% salary increase for our staff. The Vestry felt strongly that was appropriate given the fact that the staff has forgone salary increases for the last several years.

As I have noted before, a \$50,000 deficit is sustainable through withdrawals from investments without depleting the principal assuming normal market conditions. While it would obviously be nice to get total income up sufficiently to balance the budget, we have made a lot of progress.

Thank you all for your strong and continuing support of St. James.

*Jay T. Hostetter, Treasurer*

## 2016 Balance Sheet

Please contact the Parish Office for copies of the Financial Reports.

## 2016 Income Statement & 2017 Budget (pg. 1)

Please contact the Parish Office for copies of the Financial Reports.

## 2016 Income Statement & 2017 Budget (pg. 2)

Please contact the Parish Office for copies of the Financial Reports.

## 2016 Income Statement & 2017 Budget (pg. 3)

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## Investment Report

Approximately 10 years ago, the Investment Committee made a decision to invest in 3 mutual funds that would provide an asset allocation of approximately 60% in US Equities, 20% in Foreign Equities, and 20% in Bonds. However, over the past few years we have gradually reduced our exposure to foreign equities as a result of their lower returns and higher risks. At the end of last year, we sold Dodge & Cox International Fund because of the losses it incurred by its investments in emerging–markets stocks; in January of 2016 we transferred those proceeds into the Vanguard Developed Markets Index. While this Vanguard fund had a positive return for the year, it did not do as well as our two balanced funds or even as well as the Dodge & Cox International Fund did this year. Because of the more significant volatility of all international funds, we decided to sell some of the Vanguard shares whenever we needed additional cash to pay our operating expenses. As of year–end our investment allocation was 58% in US Equities, 27% in Bonds, 11% in Foreign Equities, and 2% in cash and 2% in other.

As you will note from the following report, we ended the year with a gain of 10.4%; this was 3% better than the Moderate Fund Index that we have been using as our benchmark. The outstanding performance of the Dodge & Cox Balanced Fund, with its annual return of over 16%, was the sole reason for exceeding our benchmark index this year. However, last year this fund had a negative return while the Fidelity Balanced Fund had a gain that exceeded the Moderate Fund Index. Frequently when one of these two funds' returns is "less than stellar", the other fund out–performs the index. This has been a contributing reason for keeping the major portion of our investments in these two mutual funds over the last 10 years. We are not planning to make any changes next year other than continue to reduce our investment in the Vanguard Developed Markets Index when we need more cash to support St. James operating expenses.

The total market value of our investments at year–end was \$830,235, an increase of \$30,896 or 3.9%. This net increase resulted from the above noted gain of 10.4% or \$82,756 less transfers to the St. James operating account of \$35,000 of principal and \$16,861 of dividends. The total principal and dividends of \$51,861 used to fund the Parish operating expenses was 6.5% of the opening investment balance. This is the lowest percentage of funds transferred since 2008 and reflects the work done by our staff and vestry to reduce expenses and increase pledge income.

As mentioned in previous reports, investment returns vary significantly from year to year and we cannot count on having returns over 10% every year. Most of the non–profit organizations that I am familiar with project long–term earnings rates of 4% to 5%; while our withdrawal rate this year was very close to this earning range, we need to continue to increase pledge income, to reduce expenses, and/or obtain additional contributions to our Legacy Fund in order to provide sufficient income to support the operations of St. James Parish for many years to come.

Respectfully submitted,  
*Jerry Hess*

Please contact the Parish Office for copies of the Financial Reports.

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## Report of the Altar Guild

There were no changes to our Altar Guild. We still have seven very dedicated members and they are: Elizabeth Alligood, Nina Hayes, Mimi Hostetter, Astrid Johansen, Gina Pines, and Donna Wilkie. Please join me in thanking them for their outstanding devotion. We are still in need of three members, so if you are interesting in being part of our team, please let Father George or me know. We would love to have you on our team!

Occasionally there is a need for new vestments – St. James Parish has been without the red liturgical vestments for many years. Father George suggested that we obtain an estimate of the cost and then present it to the vestry for approval. After obtaining vestry approval, we purchased a red frontal for the altar, the hanging for the pulpit, the priest chasuble and stole, and the burse and veil for the chalice. These new vestments will be used for the first time on Palm Sunday and throughout Holy Week. In addition to the vestments, new Acolyte Candles were also purchased.

These purchases were made possible through donations made to the Memorial Fund. Money is added to this fund whenever anyone requests that donations be made to St. James Parish in memory of loved ones. This fund is only used to purchase items for the altar.

We would also like to thank the following people for donating altar flowers, Easter and Christmas memorials during 2016:

Alligood	Hess	Mason	Rosenthal
Bailey	Hostetter	McFadden	Schramma
Baldwin	Hufstader	Moss	Sherlock
Begin/Bettencourt	Hunt	Nevius	Shover
Church	Johansen	Odlum	Slusarz
Costello	Kirkwood	Palais	Smith
N. & P. Clark	Lane	Paré	Thompson
T. Clark	Lansing	Paye	Vaughan
Debboli	LaPierre–Green	Pines	Watkin
Dolan	Larkin	Raupach/Agrella	Waugh
Findlay–Doskos	Levin	Riemer	Whilby
Flynn/DeDominicis	Louttit	Roberts	Wilkie
Harris	Lyons	Robertson	
Hayes	Marino		

Respectfully submitted,  
*Barbara C. Hess, Directress*

## Buildings & Grounds Committee

Some of the activities achieved by the committee and supporting parishioners this year include:

The parking lot drainage was repaired. The drainage system began to fail and sinkholes began to form in the parking lot. The drainage pipes were replaced, along with new catch basins. This should prevent further sinkholes but we'll need to consider repaving the parking lot in the next 5–10 years.

The fire marshal visited the church to perform an assessment. There are several areas that need to be addressed. First, emergency exit markings need to be updated. We are looking to order new exit signs. Second, the fire detection system should be evaluated and some of the interior doors should be equipped with an automatic closing system whenever the fire alarm is triggered. We are obtaining quotes for these items and we feel this may be costly to install. Kyle Slusarz has been helping us evaluate the system. Lastly, it is our practice to leave the church open 24/7. Because of this practice, which we would like to maintain, the main part of the church needs an additional exit for safety purposes. This would involve leaving the sacristy door unlocked. In order to leave this door unlocked and provide security to the rest of the building, we will be working to install a second door located at the top of the stairs by the parish offices.

John Smith fixed some of our exterior doors which were sticking or not closing correctly. John has volunteered to construct the additional door located at the top of the stairs leading up to the parish offices previously mentioned.

This was our third year with no major floods. Last year we had some roof leakage from the snow, but due to the light winter we were able to avoid a repeat of prior years. In an effort to keep ice damming to a minimum, Michael and Kyle Slusarz reattached the heating wires to the roof. We obtained quotes to replace the heating coils to a more effective and efficient system, however, the cost, at over \$15,000+, was out of our budget.

Last year Neil Clark led the effort to take advantage of the power company's audit service to assess opportunities to save on utilities. The following is a recap which was also mentioned in last year's annual report; however, it is worthwhile to note these items again. Insulation, lighting, and fuel type were reviewed. An estimate to have the parish hall attic properly insulated was deferred as the budget could not support it this year. Proper insulation will save money from heating, but more importantly would help reduce the ice damming on roof that causes ceiling stains in the parish hall. The lighting audit took a surprising turn when the auditor was fired for incompetence. A second look at the usage indicates the savings would not be enough for us to qualify for the interest free loans and grants. Long term we plan to replace incandescent lighting with lower energy types, however, this will be done by volunteers over an extended period of time. This will avoid a onetime big budget hit, as well as taking advantage of the decreasing cost of the and improved brightness of LED lighting as the technology matures. Kyle Slusarz has been assisting with the LED dimmer switchover. Switching to natural gas also will not be pursued at this time owing to two factors. First is that with the current price of oil, the payback period is over 20 years, secondly the gas main on Mountain Road is insufficient to support the volume needed for our structure.

Kyle Slusarz replaced the outlets in the largest classroom to improve safety.

John Newton made many small fixes to the woodwork throughout the sacristy including increasing the safety of the pulpit by redesigned and rebuilt the step. John also installed a new platform at the lectern.

The rectory continues to be attacked by woodpeckers going after the grubs in the trim. Since the siding and trim are close to 40 years old, another expensive item to consider is replacing the siding on the rectory. We also plan to do some needed sheetrock repairs in the family room.

The heating and air conditioning systems are working well

The scouts and leaders of Boy Scout troop 68 cleared out the leaves from the beds, and raked the entire yard to the street for town pick up. They have done this work for several years and the lawn guys greatly appreciated it. I also want to thank Tom Mason, for taking care of the lawn on a regular basis at no cost to the church.

Our sidewalk shoveling vendor, John Pogson, returned last year and we had few events, so the price was below budget. Hopefully we will have another light year.

I would like to thank the committee members and parishioners who worked on projects this year: Neil Clark, Mark Dudzik, Bert Geuser, Eric Johansen, John Newton, EJ Ososki , Michael Slusarz, Roland Therrien, Dave Paye and Joe Lansing.

*Skip Mason, Chairman*

## Care Ministry

Current Care Ministry areas are as follows:

*Cards:* In keeping with our Outreach Mission at St. James, a new tradition has begun as a way to recognize adult birthdays in our parish. The cost of the cards and the mailing will now be donated every month to a different charity supported by St James, in honor of the birthdays that month. Children will still receive cards. If you think you or your children are missing from the birthday list and would like to be included please notify the parish office at [st.james.church@sbcglobal.net](mailto:st.james.church@sbcglobal.net). We only need adult birth months, but would appreciate day and year of children's birthdays as well.

*Altar Flower Delivery:* Sheila Church chairs this committee. Joyce Bettencourt, Abby Crawford, Babs Findlay–Doskos, Trish Guglielmo, Andrea Harris, May Nevius, Kaye Robertson, Nancy Thompson, Dona Waugh and Sheila deliver flowers each week to parishioners who are unable to attend services. Sheila coordinates the schedule for delivery and maintains an up-to-date list of regular flower recipients. Parishioners are occasionally asked in an Epistle if they would like to join this essential ministry.

*Meals:* Trish Guglielmo is in charge of this Committee. Care Ministry can provide a meal several times a week for two or three weeks during illness, bereavement, or other difficult circumstances. If you, or a parishioner you know, need this service, please contact Trish Guglielmo at [mtgugs@comcast.net](mailto:mtgugs@comcast.net).

*Prayer Shawls:* Mimi Hostetter coordinates this effort, providing instructions, encouragement and sometimes group knitting circles for parishioners who knit the prayer shawls; arranging for the shawls to be blessed by the clergy; delivering a shawl to any parishioner who would benefit from the comfort of a shawl or would like to give one to a friend. The shawls are now in a basket in the narthex for people to take. Each shawl has a prayer attached. We have found this is a more effective way of distributing them to those in need.

*Rides:* The parish administrator provides reminders in the bulletin and e-flashes to let parishioners know that this service is available.

Respectfully submitted,  
*Sheila Church*

## **Christian Formation**

### **Church School Superintendents' Report**

At the start of the Church School year, September 2016, we had the following enrollments submitted for these classes:

Nursery: 4  
Grade Pre K & Kindergarten: 8  
Grades 1-3: 10  
Grades 4 & 5: 7  
Grades 6-8: 13  
Confirmands - 10

The curriculum was changed to "Lesson Plans that Work" found under the website [episcopaldigitalnetwork.com](http://episcopaldigitalnetwork.com) with support from [Sermons4Kids.com](http://Sermons4Kids.com). Both are free, online lesson plans that are user friendly and follow along with the weekly service. Added to the regular weekly lessons is a monthly study of the Old Testament. Called "First Sunday," all the children are gathered together and have a 15 minute lesson, song, story, or project about a different Old Testament story. This connects the older and younger children as they learn and work together every month. Finally, specific Bible studies have been added that are worked on throughout the year. These include The Lord's Prayer, The Ten Commandments, The Books of the Bible, The Nicene Creed, the 12 Disciples, Liturgical Seasons, Communion, using the Book of Common Prayer, and reading from the "Deep Blue Bible." These studies are grade specific and will be ongoing throughout their Church School years.

We have as many as 25 parishioners serving as classroom teachers, substitute teachers, hall monitors, and nursery helping hands. The outpouring of support for the church school is tremendous and we thank everyone for all the help given.

*Kathy Roach and Tracey Roberts*

## Youth Ministry Report

2016 was a great year for the young people at Saint James! We had the opportunity to attend a youth retreat at Saint John the Divine Cathedral in NYC and visit the National September 11<sup>th</sup> Memorial. We had 7 youth join the parish mission trip this past summer to the Dominican Republic.

We have young people serving on the altar as acolytes, volunteering to read a lesson in the service, helping out with various outreach projects, attending Sunday School class, participating in youth group activities, claiming the balcony as their seats, taking part and being a role model in the Christmas eve pageant, teaching Sunday school and helping out in the nursery. I want to thank all of our youth in grades 6–12 for their commitment to their faith and allowing us at Saint James to be companions along the way. All of what we do at Saint James with children and youth could not happen without the love, support and commitment of our parents, families and friends. Thank you so much for all you do, it is truly appreciated.

As we move forward in 2017 please ponder a few of my favorite quotes on youth ministry and young people!

“The last thing postmodern young people need is something more to do. They have plenty to keep them busy, but precious little to make them holy.”

“Teenagers know, better than we do, that when we ask them to be Christians, we are asking them to do a very dangerous thing. The only way out is to adopt a “safe” version of Christianity (which might not be Christian at all) that helps them become good, nice people instead of people who love others sacrificially. But as we know, good and nice “Christianity” seldom lasts past high school, since teenagers quickly learn that people can be perfectly good and nice without Jesus anywhere in the picture.

If Christianity is dangerous, then we need to act like it. Teenagers aren’t afraid of risk, but they want to know that Jesus is worth it. Young people are going to demand that we, the church, be who we say we are—people who obviously follow Jesus, which makes us “weird” in a culture based on self-actualization and self-fulfillment—or they’re just not going to bother with us at all. “

– Kenda Creasy Dean

Faithfully submitted,  
*Emily Perow*

## Coffee Hour Ministry

St. James was again blessed in 2016 by the pleasant tradition of Coffee Hour fellowship after the 10:15 a.m. services and Lemonade on the Lawn after the 9 a.m. services during our summer schedule. The success of this ministry goes to our stewards of coffee hour hospitality, whom I like to call our Ministers of Coffee. These parishioners give generously of their time, talent and treasure when they host Coffee Hour, providing each of us a chance to catch up and get to know one another better. My sincerest thanks to these wonderful volunteers for supporting this important means of fellowship in the parish.

We happily welcomed a number of new Ministers of Coffee and are so very grateful for their service to our parish community. For 2017, we welcome Deb and Chris Butler and Linda Reynolds to our ranks and look forward to their sharing this ministry with all of us. We always enjoy having new folks join us, and it is not too late to do so! If you are interested in becoming a Minister of Coffee, please contact me at 860-678-8233 or [gffm@sbcglobal.net](mailto:gffm@sbcglobal.net). We are happy to pair new volunteers with veteran Coffee Hour hosts, so please don't be shy!

On behalf of the Parish and the Vestry, I would like recognize and thank our Ministers of Coffee for 2016. You all make it easier for our parish community to connect by offering us the gift of hospitality!

Bill Raymond and Ginny Brown from Middlewoods (who works with Bill), Sheila and Bill Church, Kathy and Brian Bullard, Barb and Ed Preneta, Jim and Nancy Thompson, Scott and Sonya Chambers, the Guglielmo family, Gina and Michael Pines, Wendy and Tim Allerton, the Alligood family, the Roberts family, Armen and Michael Slusarz, Alissa and Jay Buth, Babs Findlay-Doskos and Gerry Doskos, Pat and Neil Clark, the Root family, the Lansing/Nevius family, Andrea Harris, Astrid Johansen, Jane Inrig, Fatima and Jon Palais, the Flynn/DeDominicis family, the Vestry, Emily Perow and the Youth Group.

Respectfully submitted,  
*Felicia DeDominicis*

## Convalescent Home Ministry

For over 30 years, the St. James Convalescent Home Ministry has conducted a worship service for the residents of Amberwoods Convalescent Home on the second Sunday of each month. The service is specially adapted for just such a group and includes hymns, scripture readings, and a homily given by a leader. St. James volunteers greet and help the residents participate in the service, mostly by as small a task as turning pages. This simple service is meaningful to both the residents and to the volunteers, a giving ministry in the truest sense of the word.

This year there continues to be a noticeable increase not only in attendance, but more importantly, in the enthusiastic response of the residents. Bill and Sheila Church's guitar accompaniments to favorite hymns happily engage the residents who respond with clapping

if not always with words. Joyce Bettencourt's knitted/crocheted creative little gifts for each resident always illicit a warm response. She has also introduced the St. James birthday prayer to the monthly service for which she has crocheted cupcakes to keep as a special remembrance. The recipient is sometimes surprised, but always pleased.

Christine Bogino and Janet LaPierre-Green joined the ministry this year, while Judy Reardon has taken a sabbatical after years of faithful service. There are currently 24 participants in this St. James ministry: leaders Armen Michalak and Michael Slusarz, Joyce Bettencourt, Jim Thompson, and Bill Church; greeters Joyce Bettencourt, Christine Bogino, Kathy Bullard, Sheila Church, Abby Crawford, Babs and Gerry Findlay-Doskos, Nina Hayes, Andrea Harris, Astrid Johansen, Janet LaPierre-Green, Linda Larkin, Armen Michalak Slusarz, Ann Monroe-Baillargeon, Donna Paye, Kathy Perry, Helga Schramma, Michael Slusarz, Nancy Thompson, Anna Whilby, and Karen Young; and musicians Bill and Sheila Church. All are blessed.

*Nina Hayes, coordinator*

## **Liturgical Assistants**

Lectors, Chalice Bearers, Acolytes and Crucifers are lay people who assist and participate in the worship service. Currently, St. James has ten Chalice bearers, sixteen Lectors, sixteen Acolytes and Crucifers. The number of Lectors, Acolytes and Crucifers is a matter of volunteers, those who are willing to serve in these roles. The position of Chalice Bearer is slightly different from the other liturgical assistants in that they are licensed by the diocese and are invited to serve by the Rector. The people who serve in this position and the other liturgical positions are those who attend church services regularly, are active in the St James' community, have a specific interest in liturgy, and have knowledge of the Anglican tradition.

The lectors are often self-selected or are invited to read the lessons usually at the service they regularly attend. This year, as in the past, high school student who express an interest have been included in this ministry; however, there is always a need for more Lectors. There is no diocesan limit on the number of lectors nor do they have to be licensed. A very short training session is required for both Chalice Bearers and Lectors.

Acolytes come from the youth of the Parish. Any youngster in fourth grade or above is welcome to become a part of this ministry. It is required that he or she attend a training session, usually held in the fall or as needed throughout the year. After the training session, he or she can begin to serve on the altar, usually paired with a more experienced acolyte. Crucifers are young people who continue to acolyte and also have the privilege of carrying the cross. At times some young people who have shown both the interest and the dedication have become Chalice Bearers and Lectors. Currently Mia Flynn, Emma Buth, and Drew Allgood are Crucifers and Lectors.

St James is blessed with a dedicated group of people who participate in the liturgical life of the church, and who, by their presence make a significant contribution to the worship of every parishioner. Although they are visible to everyone on the Sundays they serve, their names are listed below so that their individual gift of service can be recognized.

<b>Chalice Bearers</b>	<b>Lectors</b>	<b>Acolytes &amp; Crucifers</b>
Jay Buth	Deb Agrella	Drew Alligood
Sheila Church	Elizabeth Alligood	Charlotte Buth
Tanny Clark	Drew Alligood	Emma Buth
Andrea Harris	Emma Buth	Wyatt Chambers
Jerry Hess	Carol Calladine	Mia Flynn
Mimi Hostetter	Tanny Clark	Mitchell Guglielmo
Chandler Howard	Patricia Clark	Carolyn Ives
Carol Kirkwood	Felicia DeDominicis	Emma Kate Johansen
Gina Pines	Mia Flynn	Elle Lansing
Armen Slusarz	Jay Hostetter	Ben Martin
	Ann-Monroe-Baillargeon	Vanessa Reynolds
	May Nevius	Chloe Roberts
	John Newton	Olivia Roberts
	Harriet Odum	Henry Root
	Michael Slusarz	Nicholas Tuttle
	Grier Torrence	Brendan Wahl
	Jessica Watkin	

Faithfully submitted,  
*Mimi Hostetter*

## Music Ministry

The musical life of St. James continues to thrive as we wrap up another year filled with great music, community, and joyful music-making. It is a great privilege to be a part of the music ministry at St. James. Working in one community to offer an expression of love and generosity of spirit is the gift that music offers us. Every member of the choir has brought their unique talents, love of music, and generosity to bear, gracing us all with a simple love for beauty and with the purpose of uplifting our spirits at St. James.

In 2016 the choir had the opportunity to work with Puerto Rican guitarist Lorena Garay, as part of an initiative to bring elements of the Latin and Dominican culture to the congregation. As St. James' relationship with the Dominican grows, through ministry as a community and through Father Robert's own work, we all thought sharing in this culture would enrich our music ministry. Little did the choir know they would have to sing in so many different languages this year!

Other important offerings made by the choir in 2016 include the very demanding Lessons and Carols and Christmas Eve services. Both are held during the Advent and Christmas season, in very close proximity.

Having the opportunity to listen to the choir on these services is a blessing. An enormous effort is required to learn so much music in such a short time. It is such a joy to work in communion to offer a labor of love.

We would like to show appreciation for each member of the choir, for their dedication, generosity, effort, and community: Kellie Abrams, Rachel Abrams, Elizabeth Alligood, Betsy Bailey, Carol Calladine, Jim Clifford, Andrea Harris, Chandler Howard, Priscilla Jackson, Sally Levin, John Lubszewicz, Skip Mason, Dee Vincenzo, and Dona Waugh. If anyone ever has any interest in joining the choir, or just singing a few times out of the year, please feel free to approach either me or anyone in the choir, we would love to have you!

*Blake Hansen, Director of Music*

### Office Volunteers

In addition to all those already mentioned in the Annual Report, thank you to Elizabeth Alligood, Susan Brockman, Alissa Buth, Abby Crawford, Babs Findlay, Julia Grieco, Andrea Harris, Mimi Hostetter, Priscilla Jackson, Janet LaPierre–Green, Sally Levin, John Smith, and Joan Sussler, for their on–call assistance in the parish office during the year. These volunteers covered phones, folded bulletins, assembled the monthly *Epistle* for mailing, and accomplished any other assorted office tasks that were handed to them. Thank you all!

### Outreach Ministry

Current Active Outreach Committee Members are as follows:

Deb Agrella	Neil Clark	Barbara Preneta	Michael Slusarz
Elizabeth Alligood	Mark Dudzik	Ed Preneta	Jessica Watkin
Carol Calladine	Andrea Harris	Bob Raupach	
Sheila Church	Barbara Hess	Tracey Roberts	
Pat Clark	Harriet Odium	Armen Michalak Slusarz	

**Friendship Service Center** – Armen Michalak Slusarz

*Jesus bursts forth from the darkness all light and love, gifting us with grace, faith and hope. He reaches into the darkness to find us, brings us to the light and shows us how to be the light we were created to be.*

●On January 26, 2016 St. James Parish was honored at the Annual Meeting of the Friendship Service Center (FSC). Fr. George was presented with the Faith Community of the Year Award to recognize our involvement with the FSC on all levels: the Walk Against Hunger, Adopt a family Thanksgiving Basket, Adopt a family at Christmas, participation in the

luminary fundraiser “Longest Night”, the purchase of a crib and all its accessories, and participation in the Community Kitchen. Several members of the vestry and parish attended and heard testimonials from individuals whose lives were turned around because of the efforts of the FSC. I was not able to attend this event but if we are given the opportunity again, I would encourage you to attend and hear the words of pain and suffering changed to words of hope and gratitude.

- February 8· 2017 will mark our 2<sup>nd</sup> anniversary of our sustained mission with the Friendship Service Center whose mission is, "to provide friendship and direct service to the poor and needy of Central Connecticut, including ownership and operation of housing for the poor."

- We have a group of 34 individuals who indicated their interest to volunteer and substitute for food preparation and serving lunch at the **Community Kitchen**. This year we again committed to send five volunteers every third Thursday of the month from 9:30 a.m. – 1:30 p.m. Of this group **19 volunteers** participated and we routinely had 3–5 volunteers sign up each month. Thank you everyone for being involved and meeting and serving our neighbors!

- On May 1<sup>st</sup> we participated in the **33<sup>rd</sup> Annual Walk Against Hunger** with our team, the **St. James Heelers** who sponsored the FSC. Our sponsorship meant that FSC received 80% of what we raised as a team which was just over \$1,000. We had **14 dedicated souls** brave the pouring rain to represent St. James and show our support of the FSC. Thank you to Harriet Odlum for your continued leadership in this event and to our team the “Heelers” for representing St. James with stalwart dedication during extreme weather conditions!

- A FSC family was again adopted by our Church School children for Thanksgiving. The children and families provided a beautiful Thanksgiving Basket that contained over 25 items. Approximately **20 individuals** participated in this service project. The basket was brought to the altar at the 10:15 service and blessed by Fr. George. Thank you to Kathy Roach, Tracey Roberts and our young people for helping provide a family with a Thanksgiving dinner. Thank you, Michael Slusarz, for delivering the basket to the FSC on behalf of the Church School!

- This year’s **Christmas Angel Tree** supported two groups, one of which was the FSC. There were 25 individuals (men, women and children) who had their Christmas wishes fulfilled by extraordinarily generous St. James parishioners. Approximately 40 gifts were delivered for these 25 individuals that were donated by approximately **18 individuals**. Many thanks to Sheila Church for her leadership and excellent label making skills!

- We asked the FSC to advise us of any particular needs that we as a parish could satisfy. The Board of Directors informed us that many residents sleep on the floor and that mattresses would be greatly appreciated. The Outreach Committee voted in December to donate \$1,000 to the FSC for the purchase of mattresses and bedding for these residents.

- I estimate that once again about 75 individuals/families, across all age groups from St. James, have participated in support of the Friendship Service Center. Fr. George and I will meet with Barbara Lazarski, Director of Communications and Development, in the near future to discuss new ways in which St. James Parish and FSC work to build a strong and lasting relationship, as we at St. James continue to look beyond ourselves, as Jesus has called us to do.

A summary of the Friendship Service Center:

- The Community Kitchen provides free hot lunches 5 days a week to those in need and also provides 3 meals a day seven days a week to shelter residents and former residents. There is an Emergency Shelter with 37 beds that offers laundry services. Each resident is assigned a service coordinator to develop an action plan. Services include counseling, crisis intervention, goal setting, housing assistance and referral service, e.g., substance abuse treatment, education, job training, child care, etc. There is a Transitional Living Program that ranges 6–24 months for 15 single, homeless adults. Five of the 15 rooms are designated for veterans.
- The Emergency Needs Homeless Prevention Ministry is a program that provides financial assistance and referrals. The PATH Homeless Outreach Program reaches out to the chronically homeless to bring them "inside" so the issues which prevent them from seeking help can be addressed.
- Permanent supportive housing is provided under a program called PEAK Housing. These apartments are scattered throughout the New Britain area and PEAK pays the rent while the participants pay a fee based on family income. Staff facilitates client/tenant relations so their needs are met and the client is afforded the opportunity for successful independent living in the community. Arch Street Housing consists of 21 one, two, and three bedroom apartments for once-homeless individuals and families who have overcome their challenges toward the goal of living independently in apartments of their own. This program provides case management services as well. Home at Last housing provides the chronically homeless, disabled adults to live in 10 apartments located in the New Britain area. These individuals have substance abuse and/or physical or mental issues, the most vulnerable population for chronic homelessness. Again case management services are provided to ensure they remain in stable housing as they work toward successful independent living in the community.

#### **Dominican Republic Mission Trip – Sheila Church**

- **Laundry Basket Collection** – St. James contributed Vacation Bible School supplies for the Dominican Republic “Laundry” Basket which was put out in the Parish Hall during Lent. The contents were used for the DR mission trip to coordinate a VBS program, working cooperatively with Dominican teachers. The VBS was held at San Simón de Apóstol in neighboring San Marcos.
- **Raffle Baskets** – On April 23<sup>rd</sup>, the St. James Parish Dominican Republic Mission Team invited everyone to join in for the *St. James Got Talent* evening of fun, music, skits, and community. Baskets were put together for raffle during the evening, with themes in mind, by various ministries at St. James. Participating ministries included the Choir, Women’s Group, Flower Deliverers, Outreach, Christian Education, Youth Group, Vestry, and many others. The Raffle Baskets were a huge hit and helped raise money for the DR mission trip.
- **Fund Raising Projects** – Tracey Roberts organized a “Sports Cup” fund raiser prior to Christmas and Cathie Martin organized a “Spring Bulb” sale in early spring. Money raised in both fundraisers went to the DR mission trip.

●**THANK YOU!** St. James embraced all of these events and tremendously helped the DR Mission Team raise the needed funds for the mission trip in June 2016. Thanks and blessings to everyone who helped and participated.

#### **Farmington Food Pantry – Barbara Hess**

The Farmington Food Pantry is a division of the Farmington Department of Social Services. For more than 30 years, residents of Farmington have supported the Farmington Food Pantry to assist our neighbors in need with food and personal items. Farmington residents must pre-qualify for use of the Pantry by contacting the Farmington Social Services Department. Appointments to shop at the Pantry are scheduled through this department and qualified clients may shop at the Pantry twice a month. Donations to the Farmington Food Pantry are accepted throughout the year; however as an ongoing project of the Outreach Committee, St. James Parish has chosen January and June as the months that we supply the pantry with food and personal items as well as monetary donations. In 2016 St. James Parish donated to the Farmington Food Pantry a generous amount of food and personal items, over 50 pounds of fresh garden produce from the parking lot garden, and a total of \$540 as part of our support of our Farmington neighbors.

#### **Gifts of Love – PB&J Collection – Deb Agrella & Bob Raupach**

The ongoing PB&J collection supports Gifts of Love's Kids' Nutrition Program which is entering its 11<sup>th</sup> year. The program supports children and their families in every school throughout Farmington, Avon, Simsbury and Canton, as well as parts of West Hartford. Each week, 276 backpacks are filled with weekend meals for the children and their families. The largest beneficiary is Union School in Unionville. Gifts of Love gets much of its food from FoodShare, but relies upon St James, the only church who has consistently provided the much needed peanut butter and jelly for this year round program. In the affluent Farmington valley, there are many working class families who still have difficulties making ends meet. That's when they turn to Gifts of Love and the weekend food backpack program. Enrollment in the program is straightforward; the parent or guardian provides necessary information. Each child in the family is given a backpack for the school year, and on Fridays, each child discretely drops off the empty backpack from the previous week and picks up a filled backpack upon dismissal. In addition to the peanut butter and jelly (plastic jars only), the following items are greatly appreciated: applesauce and fruit cups, pudding cups, granola bars, cereal and other healthy snack items. New backpacks are also needed as the program is ever expanding. Please continue to drop off your donations in the basket at the top of the stairs before you enter the side door to the sanctuary. During 2016, it is estimated that the St. James community contributed about \$600-\$700 worth of food goods to this program. Your generosity is greatly appreciated. Additionally, Outreach Ministry donated \$400 to GOL as part of its yearend budget disbursements.

#### **Christ Cathedral Outreach – Jessica Watkin**

●**Church Street Eats** – On Sunday, July 10<sup>th</sup>, a small group of St. James parishioners (representing every generation!) helped prepare and serve hot lunches at the soup kitchen at Christ Church Cathedral. This was a bit of an experiment for us, to see if this type of outreach suits our talents best.

●**Church by the Pond** – On Saturday, August 6<sup>th</sup>, St. James provided lunch in Bushnell Park for homeless or needy men, women and children. This program is run year-round by the diocese in order to provide a healthy meal on a day when no soup kitchens are open. A loyal group of St. James parishioners arrived at the church kitchen to make lunch bags to give out at this event, one of our ongoing outreach missions. They made and bagged 120 ham and turkey sandwiches, home-baked treats, and bottled water. Three packed vehicles made the journey to Hartford where our crew enjoyed a wonderful worship service under the hot sun in Bushnell Park and then handed out the lunches to our brothers and sisters in Christ.

#### **Thanksgiving Baskets – Pat & Neil Clark**

Each year, St. James Parish is incredibly generous, providing a full Thanksgiving dinner to 10 Farmington families who need a helping hand, especially at this time of year. The baskets were reusable grocery bags with the St. James name and logo. Each bag contained a turkey and all the fixings. The bags, along with extra donated food, was delivered to Farmington Community Services by Deb Agrella and Bob Raupach. The staff was extremely appreciative of what St. James provided.

#### **Angel Tree Ministry – Sheila Church**

St. James supported the Christmas Angel Tree project which benefited the Adopt-A-Family programs at both the Friendship Service Center *and* the Farmington Community Services. We adopted approximately 50 individuals – children and adults included. Parishioners were asked to select one or more ornaments from the Angel Tree, purchase an appropriate Christmas gift, and return the unwrapped gift with the ornament attached serving as a gift tag. Approximately 40-45 individuals/families participated in this ministry and your kindness and donations are very much appreciated. A special thank you to Armen Michalak Slusarz for all of her dedicated hard work on this project.

#### **Sole Hope – Trish Guglielmo**

Members of the Youth Group and the surrounding community participated in their 2<sup>nd</sup> Sole Hope Shoe Cutting Ceremony in November to benefit the Sole Hope Organization. Sole Hope Organization provides shoes, made from cut out jean templates, to kids and adults in Uganda who suffer from jiggers, a debilitating, yet preventable condition in which worms embed themselves into the soles of individuals without shoes. It's a very painful process to remove these jiggers. Once removed, the individuals are provided a new pair of shoes that were cut by your ordinary pair of jeans! Locals from the town benefit from this organization, as they become the cobbler, once they receive the materials from the U.S. This event brought in kids and adults together to St. James Parish to spend their day becoming familiar with this non-profit organization. We thank all that attended, donated and helped in any way! The group, led by Emily Perow and Trish Guglielmo, were extremely successful in making over 80 pairs of shoes!

#### **Budget Disbursement**

The Outreach Committee met in November to decide on our remaining annual budget disbursement of \$5,125. Those present and those that sent pre-meeting emails unanimously voted on the following:

► Dominican Development Group – \$1,000. To be used for hurricane/flooding relief in the DR.

- ▶ Diocese of Eastern North Carolina – \$1,000. To be used for hurricane/flooding relief.
- ▶ Friendship Service Center – \$1,000. The mission of the FSC is to provide friendship and direct service to the poor and needy of Central Connecticut, including the ownership and operation of housing for the poor. This donation was designated for the purchase of mattresses and bedding.
- ▶ Operation Fuel – \$500. Operation Fuel partners with communities, businesses, government and individuals to ensure people in need have access to year-round energy assistance.
- ▶ American Friends of the Episcopal Diocese of Jerusalem – \$400. AFEDJ is dedicated to building peace from the ground up by financially supporting education and healthcare available to all in the Holy Land and raising awareness in the United States. This year our funds are earmarked for hospital work and the St. James church school and youth collected money for the same organization.
- ▶ Traveler’s Aid Fund – \$400. This fund is for Farmington clergy to use to help indigent folk who are passing through, homeless, stuck in Farmington and need a small amount of support (gas, food) which is given in the form of a gift card. This fund is getting very low because its sole funding source is the Ecumenical Community Thanksgiving service held once a year. Attendance at that service has been dropping and donations are small. These funds are used right here in Farmington.
- ▶ Gifts of Love – \$400. GOL provides assistance to working individuals and families experiencing a temporary financial crisis so they can achieve or maintain self-sufficiency by providing basic needs and offering life-skill educational programs.
- ▶ Days for Girls – \$200. Days for Girls International is a grassroots non-profit. Women and girls discover their potential and self-value, are equal participants and agents of social change and are given opportunities to thrive, grow and contribute to their community’s betterment while ensuring quality sustainable feminine hygiene.
- ▶ St. James grocery bags – \$225. This amount purchased 100 bags which are used for various Outreach projects throughout the year. For example, these bags serve as our Thanksgiving “baskets” when delivering meals to families.

Respectfully submitted,  
*The Outreach Ministry*

St. James Parish	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
2016 Outreach Activity & Available Balance	Balance @	<u>2016 Activity</u>			Balance @	See
	<u>1/1/2016</u>	<u>Receipts</u>	<u>Payments</u>	<u>Reclassify</u>	<u>12/31/2016</u>	<u>Notes</u>
<b><u>Outreach Fund Activity in 2016</u></b>						
Jerusalem Diocese (AFEDJ)	\$ 46.81	\$ 120.00	\$ (66.81)		\$ 100.00	(A)
Farmington Food Pantry	\$ -	\$ 540.00	\$ (540.00)		\$ -	
SOLE HOPE	\$ 50.00	\$ 506.00	\$ (356.00)		\$ 200.00	(A)
Thanksgiving Baskets	\$ 25.00	\$ 65.00		\$ (90.00)	\$ -	
St. James Tote Bags	\$ (101.70)		\$ (220.41)	\$ 322.11	\$ -	
Birthday Honorariums for various charities	\$ -	\$ 200.00	\$ (125.00)		\$ 75.00	(A)
Episcopal Diocese Flood Relief	\$ -	\$ 504.50	\$ (504.50)		\$ -	
Children's Medical Mission of Haiti	\$ -		\$ (25.00)	\$ 25.00	\$ -	
	\$ -				\$ -	
General Outreach Donations	\$ 2,000.05			\$ (257.11)	\$ 1,742.94	(B)
<b>Total Outreach Fund Activity &amp; Balance</b>	<b>\$ 2,020.16</b>	<b>\$ 1,935.50</b>	<b>\$ (1,837.72)</b>	<b>\$ -</b>	<b>\$ 2,117.94</b>	
<b><u>Outreach Budget Activity in 2016</u></b>						
Annual Budget	\$ 5,300.00				\$ 5,300.00	
Jerusalem Diocese (AFEDJ)			\$ (600.00)		\$ (600.00)	
Dominican Development Group			\$ (1,000.00)		\$ (1,000.00)	
Episcopal Diocese of East Carolina			\$ (1,000.00)		\$ (1,000.00)	
Friendship Services Center of New Britain			\$ (1,000.00)		\$ (1,000.00)	
Operation Fuel			\$ (500.00)		\$ (500.00)	
Travelers' Aid Fund			\$ (400.00)		\$ (400.00)	
Gifts of Love			\$ (400.00)		\$ (400.00)	
SuMC Days for Girls			\$ (400.00)		\$ (400.00)	
<b>Total Budget Activity &amp; Balance</b>	<b>\$ 5,300.00</b>	<b>\$ -</b>	<b>\$ (5,300.00)</b>	<b>\$ -</b>	<b>\$ -</b>	(B)
<b>Total Outreach Fund + Budget</b>	<b>\$ 7,320.16</b>	<b>\$ 1,935.50</b>	<b>\$ (7,137.72)</b>	<b>\$ -</b>	<b>\$ 2,117.94</b>	
<b><u>Summary of Notes Referenced Above:</u></b>						
(A) Need to pay balance in 2016 to specified organization					\$ 375.00	
(B) Remaining balance available for other outreach projects					\$ 1,742.94	
<b>Total Outreach Fund + Budget</b>					<b>\$ 2,117.94</b>	

## Prayer Team

Approximately 1½ years ago, Father George began a conversation with several parishioners about enhancing the prayer ministry, and in particular healing prayer, at St. James. This group has been meeting monthly ever since. We have prayed, reflected upon Scripture, read about the experience of prayer ministry in other places, visited with a parish prayer team in another Episcopal parish, and attended a conference on healing prayer.

At the present time, we have decided our focus will be on establishing a Prayer Team. The team has been in place for several months, and provides deep and sustained prayer for all who desire it. This resource is in addition to the Prayers offered during Sunday worship. When we are contacted for prayer, (which can be done by phoning or emailing any one of us, the church office, or Father George, whichever is most comfortable), the team's response is immediate and confidential.

As an additional help, several faithful women in the parish are knitting more prayer shawls, (they have been used in the past at St. James), which may be given to anyone in need of prayer, hope, and healing.

As this ministry deepens and grows, may we all grow in the knowledge and love of The One who created us, loves us, and sustains us.

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Pat Clark: 860-965-4744; [jardinage45@yahoo.com](mailto:jardinage45@yahoo.com)

## St. Andrew's Guild

Our special thanks to the men who prepare and serve *First Sunday Breakfast* to us all during the church program year. They are also our go-to chefs for Celebration Sunday (September), Pentecost Picnic and Shrove Tuesday Pancake Supper: Mark Dudzik, Jerry Hess, Eric Johansen, Bill Lathrop, Ev Lyons, Skip Mason, John Newton, EJ Ososki and Ed Preneta.

## Ushers

Please, thank the following ushers for their dependability in performing the many duties associated with this very important job over this past year:

Sheila Church, Neil & Pat Clark, Mark & Cameron Dudzik, Jerry & Barbara Hess, Eric & Jane Johansen, Edgar King, Everett & Kathy Lyons, David McFadden, Michele Paré, David Paye, Bob Raupach & Deb Agrella, Michael & Armen Slusarz, Roland Therrien, Nathan Tuttle, and Donna & James Wilkie.

While the primary tasks are to welcome parishioners and guests and to collect the offering, usher also have other responsibilities in support of our worship services.

## Canonical Criteria for Legal Voting Membership in Parishes & Missions

1. Must be at least 16 years old.
2. Must be registered as a communicant in our parish, either by having been confirmed or received in St. James, or by having transferred as a communicant to St. James.
3. Must be a faithful attendant at the services of the church and must be a faithful contributor to its support for at least six months prior to the date of the parish meeting.
  - a. These facts are determined by the Vestry
  - b. National Canons State:

### CANON 1.17

**Members** Sec 1 (1). All persons who have received the Sacrament of Holy Baptism with water in the Name of the Father, and of the Son, and of the Holy Spirit, whether in this Church or in another Christian Church, and whose Baptisms have been duly recorded in this Church, are members thereof.

(b). Members sixteen years of age and over are to be considered adult members.

(c) It is expected that all adult members of this Church, after appropriate instructions, will have made a mature public affirmation of their faith and commitment to the responsibilities of their Baptism and will have been confirmed or received by a Bishop of this Church or by a Bishop of a Church in communion with this Church.

(d). Any person who is baptized in this Church as an adult and received the laying on of hands by the Bishop at Baptism is to be considered for the purpose of this and all other Canons, as both baptized and confirmed; also, any person who is baptized in this Church as an adult and at some time after the Baptism receives the laying on of hands by the Bishop in Reaffirmation of Baptismal Vows, is to be considered for the purpose of this and all other Canons, as both baptized and confirmed; also,

any baptized person who received the laying on of hands at Confirmation (by any Bishop in apostolic succession) and is received into the Episcopal Church by a Bishop of this Church is to be considered for the purpose of this and all other Canons, as both baptized and confirmed; and also, any baptized person who received the laying on of hands by a Bishop of this Church at Confirmation or Reception is to be considered, for the purpose of this and all other Canons, as both baptized and confirmed.

**Communicants** Sec. 2(a) All members of this Church who have received Holy Communion in this Church at least three times during the preceding year are to be considered communicants of this Church.

(b). For the purpose of statistical consistency throughout the Church, communicants sixteen years of age and over are to be considered adult communicants.

**Communicants in good standing** Sec 3. All communicants of this Church, who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God, are to be considered communicants in good standing.