



**ANNUAL REPORTS 2018
ST. PAUL'S CHURCH
VERGENNES, VERMONT**

Our mission at St. Paul's is to be a community reflecting and demonstrating God's compassion and love to all through prayer, education and outreach.

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ABOUT THE ANNUAL MEETING

All those who have an active interest in the life of St. Paul's are more than welcome to participate in the annual meeting. Everyone who is present with us strengthens our fellowship. Voting at the annual meeting is limited according to the Church Canon.

Diocese of Vermont: Canon 13

Those who are communicants in good standing and are enrolled on the canonical register of the Parish are eligible to vote in the annual meeting. Similarly, delegates to various offices within the church also need to be Communicants in good standing. Communicants in good standing are defined by the Canons as:

The Episcopal Church: Canon 17

The Canons (regulations by which the church is governed) of the National Church indicate that all whose Baptisms have been duly recorded in this Church are members thereof, that members sixteen years or older are to be considered adult members. All communicants of this Church, who for the previous year have been faithful in corporate worship, unless good cause prevent, 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.

The Diocesan Canon III, Canon 13.6

Those persons who are entitled to vote in a Parish meeting are defined as follows: those persons who are communicants in good standing and are enrolled upon the canonical register of the Parish or Mission in which they habitually worship.

ELECTIONS TO TAKE PLACE AT ANNUAL MEETING

January 20, 2019

Two Vestry members to each serve a three-year term (until January 2022)

Three delegates to Diocesan Convention

Three alternate delegates to Diocesan Convention

PARISH PERSONNEL & COMMITTEES 2018

Rector	The Rev. Alan Kittelson
Senior Warden	Bo Price
Junior Warden	Chris Hale
The Vestry	
<i>Term ending January 2019</i>	Mary Cassidy, Barbara Fitz-Gerald (seat vacant after April), Bo Price
<i>Term Ending January 2020</i>	Sarah Cowan, Chris Hale, Jeff Mangini
<i>Term Ending January 2021</i>	Rebecca Chauvin, Nan Guilmette, Kim Hatgen
Clerk of the Vestry	Steve Lowe
Treasurer	John Stroup
Assistant Treasurer	George Chauvin
Designated Funds Treasurer	John Stroup
Delegates to Diocesan Convention	Tim Earle, Cricket Laidman, Bob Laidman
Alternates to Diocesan Convention	Mary Gordon, Sarah Mangini, Marcia Merryman-Means
Acolytes	Louisa Guilmette, Sam Mangini, Maddie Stroup
Altar Guild	Mary Cassidy, Rebecca Chauvin, Maureen Jennings, Mary Gordon, Carol Knauss
Audit Committee	George Chauvin, Sarah Cowan, Nate Guilmette
Boys' and Girls' Club	Chair: Lenore Morse
Chalice Bearers	Tim Earle, Carol Knauss, Judy Langeway
Choir	Madeline Calise, Bonnie Huizenga, Alan Kittelson, Nancy Lennox, Bob & Cricket Laidman, Bo Price
Counters	Mary Gordon, Nate Guilmette, Kim Hatgen, Carol Knauss, Cricket Laidman, Steve Lowe, Jeff Mangini, Lenore Morse
Education	Sue Berkenbush, Alan Kittelson, Marcia Merryman-Means
Environmental Steward	Steve Lowe
<i>St. Paul's Epistle</i> (newsletter)	Diane Merrill, editor, Steve Lowe, ass't editor, Sue Berkenbush, Alan Kittelson
Finance Committee	George Chauvin, Sarah Cowan, Nate Guilmette, John Stroup
Flower Guild	Chair: Lenore Morse; Rebecca Chauvin, Mary Gordon, Louisa & Nan Guilmette, Kim Hatgen, Carol Knauss, Diane Merrill, Anne Sevee
Food Shelf Volunteers	Sue Berkenbush, Alan Kittelson, Judy & Lee Martel, Lenore Morse, Mary Pratt
Hospitality Coordinator	Cricket Laidman
Lectors	Tim Earle, Nan Guilmette, Bob Laidman, Margaret Lowe, Steve Lowe, Sarah Stroup

Liturgy	Sue Berkenbush, Mary Gordon, Alan Kittelson, Carol Knauss, Lenore Morse, Judy Woods
Memorial Day Concession Stand	Mary Cassidy, Bonnie Huizenga
Organist & Choir Director	Judy Woods
Assistant Organist	Carol Knauss
Outreach Committee	Alternating Chairs: Laurie Earle and Mary Gordon; Sue Berkenbush, Margaret Lowe, Lee & Judy Martel, Lenore Morse
Sexton	Beth McAllister
Strategic Investment for Sacred Places	Madelaine Calise, Sarah Cowan, Bo Price, Sarah Stroup
Stewardship Committee	Co-chairs: Bob Laidman and Bo Price; Madelaine Calise, Sarah Cowan, Chris Hale
Sunday School Teachers	Co Chairs: Sarah and Chris Hale; Rebecca & George Chauvin, Nan & Nate Guilmette, Margaret Lowe, Jeff & Sarah Mangini, Lenore Morse, Sarah & John Stroup
Welcomers	Sue Berkenbush, Mary Gordon, Steve Lowe, Lee Martel, Lenore Morse

MINUTES OF THE ANNUAL MEETING 2018

Present: Sue Berkenbush, Mary Cassidy, Rebecca Chauvin, Sarah Cowan, Laurie Earle, Tim Earle, Mary Gordon, Nan Guilmette, Chris Hale, Alan Kittelson, Bob Laidman, Cricket Laidman, Judy Langeway, Margaret Lowe, Stephen Lowe, Jeff Mangini, Marcia Merryman-Means, David Merrill, Diane Merrill, Nate Merrill, Lenore Morse, Bo Price, John Stroup, Judy Woods

The Reverend Alan Kittelson called the meeting to order at 11:26 AM and offered an opening prayer.

Adoption of Minutes of 2017 Annual Meeting: Approval for the minutes without corrections was moved by Tim Earle; 2nd by Bo Price; approved unanimously.

The Rev. Kittelson thanked outgoing vestry members (one term) Keith Carrig and Nancy Lennox and Tim Earle (two terms) for their service. He noted that in his six years on the vestry Tim missed only one meeting.

Elections:

Vestry: three members for three years each. Tim Earle placed in nomination **Rebecca Chauvin, Nan Guilmette & Kim Hatgen**. There being no further nominations, Sarah Cowan moved that nominations be closed; 2nd by Tim Earle; passed unanimously. John Stroup moved to vote the slate as presented; 2nd by Tim Earle; passed unanimously.

Delegates to Diocesan Convention (Nov. 2018):

The names of **Cricket Laidman, Bob Laidman & Tim Earle** were presented for nomination by Lenore Morse. There being no further nominations, Sarah Cowan moved that nominations be closed; 2nd by Laurie Earle; passed unanimously. Marcia Merryman-Means moved to vote the slate as presented; 2nd by Margaret Lowe; passed unanimously.

Alternate Delegates to Diocesan Convention:

The names of **Sarah Mangini, Marcia Merryman-Means & Mary Gordon** were presented for nomination by Chris Hale. There being no further nominations, Tim Earle moved that nominations be closed; 2nd by Lenore Morse; passed unanimously. Sarah Cowan moved to vote the slate as presented; 2nd by Tim Earle; passed unanimously.

Stewardship Report: Bo Price began the report by thanking everyone for their contributions of time, talent and treasure. Bob Laidman reviewed the recent past of parish pledges noting that in recent years there had been rising numbers but that we have now plateaued; this year the number of pledges (31 as of Jan 16) is down from last year but the total amount is about the same (\$70,136 as of Jan 16).

Presentation of FY 2018 Budget (Treasurer John Stroup): John began by thanking George Chauvin (assistant treasurer), the auditors (George Chauvin, Sarah Cowan and Nate Guilmette) and the counters. He then noted that the FY 2018 budget is nearly identical to last year's budget; one change is that there is a required 2% cost of living increase in salaries. John pointed out that although we had expected a deficit of about \$9,000 for 2017 the Finance Report shows an apparent surplus due to unusually large memorials and large prepayments of 2018 pledges. In 2018 he does not expect to use any of our endowment principle (the Unit Trust Fund) but plans to use \$10,000.00 from designated funds for operational expenses. John also encouraged parishioners to remember St. Paul's in their wills.

SiSP Report (Sarah Cowan):

Sarah Cowan reported that the city has a grant for improvements on city property. Relevant to this, Tim Cowan surveyed St. Paul's property lines and determined that part of the stairs for our front entrance and the sidewalk and retaining wall on the Park St. side are on city property. Sarah Cowan, Sarah Stroup and Bo Price met with the Vergennes Partnership chair and Renny Perry to discuss possible projects of common interest including moving the retaining wall to allow widening the Park St. sidewalk and using grants for public bathrooms with handicapped access.

Other thoughts from this meeting involved making the church appear more welcoming and more engaged with the community including outdoor seating and new transparent covers for our stained glass windows. Sarah and Bo Price are to meet with an architect (Norman LeBoeuf) who has knowledge of our design charrette project and is working on a detailed plan to meet a March 19 deadline for a transportation grant; the members of our SiSP are looking into other possible grant sources for these projects including repair of the stained glass windows.

Other Business:

Cricket Laidman noted that there is a need for more volunteers both to host the coffee hour and for counters. She also said that a substitute counter is needed for her for February and March and that she would like to step down as hospitality coordinator. Bob Laidman expressed thanks to Tim Cowan for surveying the church property boundaries and to Madelaine Calise for coordinating the yard sale.

Adjournment: There being no further business a motion was made to adjourn by Tim Earle; 2nd by Sue Berkenbush; passed unanimously. The meeting concluded with a Litany of Thanksgiving at 12:19.

REPORT FROM THE RECTOR

During 2018 the following services of worship were offered to the glory of God:

- 103 Sunday celebrations of Holy Eucharist
- 7 Weekday celebrations of Holy Eucharist
- 1 Proper Liturgy of Good Friday
- 12 Services of Morning Prayer
- 6 Services of Compline
- 26 Private Communions with Anointing for Healing
- 1 Additional Occasion of Anointing for Healing
- 1 Baptism
- 1 Marriage
- 3 Funerals

The "Register of Church Services" shows a total Sunday attendance during 2018 of 2,029 people. Divided by 52 weeks this makes for an Average Sunday Attendance of 39. This number demonstrates a continuing decline in attendance at St. Paul's:

- A.S.A. in 2013 was 43.3
- A.S.A. in 2014 was 47.5
- A.S.A. in 2015 was 46.6
- A.S.A. in 2016 was 49.6
- A.S.A. in 2017 was 40.9

Beyond Sunday worship, 642 people came to the various weekday services which makes a total attendance of 2,671 over the course of 2018.

The recent baptism of Daisy Isabel Andersen was the first to take place here since 2012. The marriage of David Dougherty and Samantha Mairson was celebrated in September. Three funerals were held. One was for Barbara Preston Berger who no longer lived in the area but was a member many years ago. The other two funerals were for active member of the parish.

Barbara Reed Fitz-Gerald died in April at 86 years. She was elected to the Vestry in 2016, and would have completed her term at the 2019 Annual Meeting. Following grave illness nine years ago, Barbara reactivated her life in the church and returned with gusto as a constant presence at the 8 o'clock service. Her zest for life was apparent as she continued to seek out learning opportunities and avidly attended lectures and concerts. In recent years, in addition to many domestic trips, Barbara traveled to Russia and a year or two later enjoyed a river cruise through a number of European countries.

Carol Clark Knauss died in July at 80 years. Having inherited the position from her mother, Carol was an altar guild director extraordinaire. Her knowledge of matters liturgical was legendary and she faithfully and lovingly carried out her duties in the sanctuary. Following in the steps of father who was a church musician, Carol was assistant organist here at St. Paul's. (Years earlier she directed a children's choir at St. Stephen's, Middlebury.) She served a number of years on the Vestry, including a few terms as Senior Warden. *May Barbara, Barbara, and Carol rest in peace and rise in glory.*

Another loss to the parish took place when Sue Berkenbush moved to Granville late in the year. When she came to Vergennes from Massachusetts, Sue quickly became involved in both church and community. Though not in Vergennes many years, she made a noticeable impact. Recognizing her valuable contributions, at its December meeting the Vestry adopted this resolution: "Whereas Sue Berkenbush has served as a member of the Education Committee and arranged a Gospel of John course, on Sunday mornings served as a greeter and counter, was a member of the Liturgy Committee and a lector at Morning Prayer, was a Vestry person from 2013 to 2016, was a delegate to Diocesan Convention, helped produce the monthly newsletter, and was a weekly volunteer at the community food shelf; the Vestry of St. Paul's, Vergennes, hereby resolves to thank Sue Berkenbush for her service to the parish and to the community. We wish her well and she remains in our hearts and prayers."

The Vestry terms of Mary Cassidy and Bo Price conclude at the Annual Meeting, so thanks to both of them. Also for the past year Bo has been Senior Warden and has been thorough and fastidious in the position. She is eligible to stand for another term on the Vestry and plans to do so.

Thank you also to the other officers. Junior Warden Chris Hale has attended to a number of issues that inevitably arise when you consider the age of our buildings. Stephen Lowe, Clerk, and John Stroup, Treasurer, both contribute many hours each month to their assigned tasks.

April 8, the Second Sunday of Easter, we had our final visitation from Bishop Ely. As he will retire in 2019 we are grateful for his years in the Diocese and wish him and Ann well.

St. Paul's hosted two musical events for the enjoyment of the wider community. In January Jack DesBois presented his piece *The Western Star*, an epic poem along with songs celebrating the season of Epiphany. In October Vaughn Watson offered a recital on our Hook tracker organ. This was part of a Sunday afternoon "organ crawl" that also involved the United Methodist and Congregational Churches.

Above I mentioned issues with aging buildings. Among other things, in St. Paul's case that includes stained glass that needs attention and inadequate sidewalks. Special gratitude is due to Madelaine Calise, Sarah Cowan, Bo Price and Sarah Stroup who have successfully written grants that will address these problems and have been involved with appropriate organizations such as the Vergennes Partnership. The grants will allow for the kind of beautification that I believe is good stewardship – proper care for our surroundings.

Finally, in words of the prayer *For the Parish* [Book of Common Prayer, page 817], "Almighty and everliving God, ruler of all things in heaven and earth, hear our prayers for this parish family. Strengthen the faithful, arouse the careless, and restore the penitent. Grant us all things necessary for our common life, and bring us all to be of one heart and one mind within your holy Church; through Jesus Christ our Lord. *Amen.*"

Thank you to all members and friends of St. Paul's Church. I am grateful for the 10 plus years I have been privileged to spend among you.

Respectfully submitted,
The Rev. Alan L. Kittelson

SENIOR WARDEN REPORT

How great to end the year with a baptism at St. Paul's! On December 30th, Daisy Isabel Andersen was baptized in front of family, friends, and St. Paul's parishioners. It's always good to end the year on a positive note, and what better way than to celebrate a new life in the world and in the church. It also gives us an opportunity to repeat our own Baptismal Covenant as we are prompted during the service. I've always especially appreciated the response "I will, with God's help" to the questions posed such as, "Will you seek and serve Christ in all persons, loving your neighbor as yourself?" Response: "I will, with God's help." I like that refrain. We have and need that support. And we shouldn't be afraid to ask.

I was new to the Senior Warden position this year, and I wanted to make sure the role of Senior Warden was spelled out along with Vestry roles and responsibilities. One of the first things the new Vestry worked on was having an orientation around the roles and responsibilities of Rector, senior warden, junior warden, vestry members, and treasurer and clerk. We took several vestry meetings to review sample "job descriptions" from an Episcopal Vestry orientation booklet. We also requested a visit from the Canon to the Ordinary, Lynn Bates, to provide information on how reviews are conducted and to answer any additional questions we might have. I think everyone came away with a better sense of how a Vestry works together. As a result of this work, at the end of the year, we conducted a very successful Mutual Ministry Review with Angie Emerson, and have a number of committees formed now to look at various aspects of our life together which will hopefully shepherd us into the future at St. Paul's. Along with this work, we also have established "vestry liaisons" to all major committees at St. Paul's to stay informed about what different parts of St. Paul's are accomplishing or where they might need help.

Part of the process of the MMR was to write down things that we wanted to celebrate, things that we consider disappointments/challenges, and things that are fading. We learned that we have many things to celebrate at St. Paul's, some of which include our Sunday School and families, our outreach, pastoral service, SiSP, and increased recognition of St. Paul's in our community via the Vergennes Partnership. These last two are worth elaborating on. This year, through our SiSP project, we have successfully collaborated with the Vergennes Partnership in securing a Vermont Transportation grant to widen the sidewalk on Park Street to allow handicap access. With that grant award in hand, we were able to write four other grants, two of which have been awarded, one by our Diocese, and one by the Vermont Historic Preservation to allow us to repair at least two of our stained glass windows. Read more about it in the SiSP report! These three grants are a tremendous opportunity for St. Paul's to build on community recognition as well as to engender community support for extending and opening up more green space in downtown Vergennes. We should be very proud of this success and get energized for the work ahead. By the way, if you haven't seen our amazing new website, saintpaulsvergennes.org, take a look—there's information about the project on our website that we will keep up-to-date.

Some of the disappointments/challenges recognized were building upkeep and maintenance, a deficit budget, a decrease in attendance, no new families, and the question of continuing to afford a full-time Rector. All of these issues will be addressed in some fashion by Vestry committees that have been formed. They will be looking at the big picture, both from the perspective of finances as well as worship.

And lastly some of things that we put into the "things that are fading category" included Memorial Day activities, the community garden, possibly some outreach efforts, and some financial assets (although we do recognize our endowment continues to provide assistance for funding our operating budget and was on our list of things to celebrate).

But when things fade, it also opens up opportunities for newer things to develop. And it seems at St. Paul's that we are in the discerning phase of what will be our next steps. There is a lot of work ahead of us. Sometimes it might seem overwhelming, especially with our busy lives. But St. Paul's parishioners are dedicated and your Vestry is hard at work putting the pieces together. Committees are taking on big tasks right now. If you want to get involved in any way, please speak to one of your Vestry members. There is something for everyone to get involved in. Or if you're asked to help, maybe think of this refrain: "I will, with God's help."

Thank you for all the good work and fellowship from the people of St. Paul's.

Respectfully submitted,
Bo Price

SISP REPORT

As everyone knows, over the past few years, St. Paul's has been exploring ways to use their facilities in ways that benefit the entire community. After gathering input from parishioners and residents, St. Paul's decided to redevelop their west-facing lawn into a public gathering space adjacent to the City Green.

In February of 2018, the SiSP Committee reached out to The Vergennes Partnership to see if public funding was available. Although religious organizations are exempt from state funds tied to the Designated Downtown program, a portion of the church lawn is owned by the city, making that section (the Park Street sidewalk and retaining wall) eligible. City Council members supported the church's proposal to rebuild and widen the narrow sidewalk, making it accessible to those with disabilities, and to replace the retaining wall—both of which are key components of St. Paul's broader landscape design. That support paved the way for the Partnership to apply for a Downtown Transportation Grant on behalf of the municipality, to help fund the city's portion of the project.

With St. Paul's commitment to a green space "expansion" to the adjacent city park, the co-bid was much more competitive. Fortunately, the grant proposal was accepted, providing \$46,200 in state funds to add to the amounts the city and the church will pay for this improvement project. Discussions on are still underway as to the portion the church may be responsible for.

Our partnership with the City of Vergennes on this project was well received. In addition, we were also able to hire a landscape architect, Claire Tebbs, who participated in our design charrette in 2016, to rework our design plans which made the space attractive and inviting and brought down our cost substantially.

As part of the larger project for the green space, we began seeking funds for two other changes: (1) repair of the beautiful stained-glass windows that will serve as a backdrop and (2) re-landscaping to create seating areas and rain gardens.

Following the award of the Downtown Transportation grant in the spring of 2018, the SiSP Committee applied to a number of funding sources in 2018:

- 1) Letter of Intent to the National Fund for Sacred Places (highly competitive; we were not selected to continue with the grant application process.)
- 2) Grant application to the Vermont Community Foundation for the Walter Cerf Fund (not selected)
- 3) Episcopal Diocese of Vermont (**awarded \$22,500** for repair of one stained glass window)
- 4) Vermont Historic Preservation (**awarded \$20,000** towards repair of one stained glass window)

The SiSP Committee continues to engage the City Council and is looking forward to more successes on funding for 2019. We will continue to nurture our relationship with the Vergennes Partnership, which has included St. Paul's in their marketing efforts. For example, St. Paul's has been mentioned in their newsletter which included a graphic of our green space design and a link to our website. And the website team at St. Paul's has redesigned an amazing website which highlights our projects and initiatives. We hope that people in the community are seeing more of St. Paul's through all of these exciting developments.

As we say in our grants, on why our project is so important: Our church is in the center of our growing town, but few people see beyond the brick exterior walls. In our community outreach efforts, we learned that many long-time Vergennes residents had never set foot in our building and had little familiarity with our denomination. The inside and outside of our church are connected. This project opens our space to the local community and hopefully signals our openness to all God's people. Our outdoor gathering site will serve as a nature-filled gathering space in which people can appreciate God's creation and support the community in our little city. Not only will our new space enrich our congregational life, it will also serve more than just those in the Sunday pews.

The SiSP Committee hopes that our own congregation can be energized by all of these successes and participate in the momentum of a very special project for St. Paul's. Our own participation, both emotionally and financially, if possible, will be a big help for this future project.

Respectfully submitted,
The SiSP Committee (Sarah Stroup, Bo Price, Sarah Cowan, and Madelaine Calise)

STEWARDSHIP COMMITTEE

This year's fall Stewardship campaign was called "Transforming Generosity." We kicked it off with a potluck, and the Sunday School was involved in creating a poster for the Narthex. Then on six consecutive Sundays, six parishioners-- Sarah Mangini, John Stroup, Lenore Morse, Bob Laidman, Kim Hatgen, and Rebecca Chauvin—offered reflections at both the 8AM and 10AM services on the theme of "Transforming Generosity." The theme and bulletin inserts were provided by TENS (The Episcopal Network for Stewardship).

We heard impressive reflections on celebrating and encouraging our children's participation in the life of the church; acknowledging the importance of both recent and historical legacy giving that helps forward the mission of St. Paul's; and continuing our commitment to outreach in our community and beyond. In addition we heard personal reflections on how reading an author like Pema Chodron, or working with a group of girl scouts, or being involved in the church for many years in many capacities, all moments filled with generosity, can be personally transforming.

The following are instructive words from an introduction to "Transforming Generosity" provided by TENS:

Too often the annual pledge drive is limited to funding the church's budget instead of transforming how we look at our calling as Christians. Too often we worry about surviving instead of taking up Jesus' challenge to us to thrive. When we establish new priorities for ourselves and for our churches, we transform how we think about generosity. That transformation will call us to look for generosity in every aspect of our work, in every aspect of our lives. Remember the tenth chapter of Mark's Gospel, "Jesus, looking at the man, loved him and said, 'You lack one thing; go, sell what you own, and give the money to the poor, and you will have treasure in heaven; then come, follow me.'"

Pledge Information as of 1/3/2019

Statistics		
1	New Pledge	
8	Increased Pledges	
11	Kept same Pledge	
3	Decreased Pledges	
10	Did not pledge this year but have before	
1	Departures since last year	
2	Pledgers died this past year	
Total to date:	\$50,378	As of 1/3/2019
# Pledges to date:	23	
Average Pledge	\$2,190	

Respectfully submitted,
Bo Price

CHOIR

Each Sunday the choir seeks to enhance and support our worship with hymns and anthems. They correspond with the scripture readings and to the season of the year. Those who have joined us this year include: Bo, Bonnie, Madelaine, Marybeth, Cricket, Bob, Alan, Greg, and Jona. Jona Tierney, as well as John and Sarah Stroup, have filled in for Judy on occasion. Bob Laidman plays his tooters and fluters which especially supports the Sundays we sing from Lift Every Voice and Sing.

We remember Carol Knauss who faithfully filled in for Judy over these 25 years!

I would like to remind the youth of our parish that you are welcome to join us on Sunday mornings in song. The choir practices Wednesday evenings at 6:30 in the parish hall. All are welcome to join us then too!

Respectfully submitted,
Judith Woods

ALTAR GUILD

Membership in the Altar Guild is evolving, from one member with a lot of help from Fr. Alan, to three people (four May-Dec): Mary Cassidy, Sissy Jennings, Rebecca Chauvin & Mary Gordon.

The Altar Guild is responsible for the care of the Sanctuary and for its preparation for each service. Work on the Altar Guild is a quiet and joyful service to God and to the Parish. We invite you to consider becoming a part of it.

Respectfully Submitted,
Mary Gordon

MEMORIAL DAY REPORT St. Paul's Memorial Day concession stand was the most successful to date. At the end of the sale we had just under \$2600 in profits. Thanks to all those who donated supplies for the sale. I would especially like to thank Park Squeeze for the oil donation for the fryers. McKenzie for their donation of hot dogs, Bob & Cricket for the cotton candy supplies and Jona for the propane for the fryers. Also thank you to all those who worked the day of the sale. We couldn't have done it without you.

Respectfully Submitted,
Mary Cassidy

FLOWER GUILD REPORT

Flower Guild members faithfully supplied, arranged and watered, as needed, altar flowers throughout the calendar year from Easter 2018 to Lent 2019, except for Feast Days. Members were as follows: Rebecca Chauvin, Mary Gordon, Louisa and Nan Guilmette, Kim Hatgen, Carol Knauss, Diane Merrill, Lenore Morse, and Anne Sevee. As evident from the preceding list, and especially because we lost Carol Knauss, who served for too many years to count, we need new blood.

Second and most important, St. Paul's parishioners were very generous in supporting the flower budget with gifts for the Christmas and Easter flowers. Thank you. Finally, a special thank you to Mary Gordon and Mary Beth Hamilton who supervised Christmas decorations this year while I was in LA.

Again, many thanks for contributions that provided flowers on the altar every Sunday. Please think about joining the Flower Guild for 2019-2020, and if interested please call Lenore at 870-7020.

Respectfully submitted,
Lenore Morse

LITURGY COMMITTEE

The Committee did not hold any formal meetings this year. As a task-oriented group, members of the Committee coordinate with one another to insure elements are in place for both weekly and extraordinary liturgies. This requires close communication between and among Altar Guild, Flower Guild, Director of Music, Rector, and calendar creator who schedules personnel for the services.

Sam Mangini withdrew as an acolyte and was replaced by Louisa Guilmette and Maddie Stroup. They both came aboard in the autumn. As an acolyte since childhood, Tim Earle has years of experience in this area and helps get the newcomers oriented.

The death of Carol Knauss necessitated adding more people to the Altar Guild. Read more about that in the Guild's separate report. I am grateful to those who answered the call.

Carol was also a chalice bearer so we are left with only two people in the parish who are licensed for this office, and I have been actively trying to identify additional persons willing to share in this particular ministry.

The Vestry has expressed its wish for an expanded and renewed Liturgy Committee. Recruitment efforts resulted in a single taker, Sue Berkenbush, who unfortunately now has moved away. A bid for new persons will continue and once the membership has broadened a number of issues can be addressed. An Agenda is waiting!

Respectfully submitted,
The Rev. Alan Kittelson

BOYS AND GIRLS CLUB SNACKS

Every Wednesday of the school year members of St. Paul's deliver snacks for the youth of the Boys and Girls Club of Vergennes. Snacks of fruit and home-baked cookies or bars for twenty-five to thirty boys and girls are delivered to the new club site on Armory Lane in Vergennes. Club staff and young people are most appreciative.

During 2018 the following women delivered snacks: Madelaine Calise, Sue Berkenbush, Judy Langeway, Nancy Lennox, Judy Woods, Laurie Earle, Margaret Lowe, Cricket Laidman, Mary Gordon, Sarah Stroup, Diane Merrill, Judy Martel, Bo Price, Amanda Bodell, Kim Hatgen, and yours truly. Given the size of our parish, this is an extraordinary and generous support of the community and their children.

Judy Martel has volunteered to take Sue Berkenbush's dates and I will take over Nancy Lennox's days but anyone willing to take on either would be most appreciated.

Many thanks to our sixteen-member committee.
Lenore Morse

ST. PAUL'S OUTREACH COMMITTEE 2018

In 2018, the committee continued with most of the same disbursement amounts as in 2017. These are noted in the list below.

• Episcopal Relief and Development -	\$500	• Elderly Services, Inc.	\$100
• Addison County Open Door Clinic -	\$400	• United Way Back to School	\$100
• Boys and Girls Club of Vergennes -	\$400	• Women Safe	\$200
• John Graham Housing and Services -	\$200	• Brook Haven	\$115
• Doctors Without Borders -	\$100	• "GO!" Youth group	\$100
• Vergennes Food Shelf	\$1000	• St. Paul's Discretionary Fund	\$200
• Episcopal Diocese of Jerusalem	\$100		

The Outreach committee reviews all recipients and amounts yearly at their January and April meetings. Any changes are communicated to the treasurer by the chairperson after the April meeting. Otherwise the treasurer uses the current list.

Committee members volunteered at the monthly Table of Grace community meal through May. St. Paul's parishioners cooked the February 23 meal. The meal was on hiatus for the summer. Two meals were held in the fall, after which it was discontinued when a replacement coordinator and more volunteers could not be found.

The Vergennes Food Shelf has continued to be faithfully served by 3-4 committee members and additional parishioners three (and more) days each week. More volunteers are always needed and welcomed. This year brought more new people needing the support of the food shelf as well as returning folks who have not come for the last couple of years.

Committee members and parishioners provide snacks weekly for the Boys and Girls Club after school program. We have 12-13 volunteers making snacks. The club has moved into its new facility and is doing well, increasing attendance and expanding programming and transportation options. They continue to appreciate our snack contributions on Wednesdays.

For 2018, the Outreach committee shares the role of chairperson. Agenda templates are still in use so that a different member might lead each of our four yearly meetings. New ideas and members are always welcome.

The Committee regretfully said goodbye to longtime member Sue Berkenbush when she moved at the end of the year. We thank her for her work on the committee and look forward to visiting her!

Respectfully submitted,
Laurie Earle

DISBURSEMENTS			
DIOCESE AND WORK OUTSIDE PARISH	2018 Year to Date	2018 Budget	%
1701 Diocesan Assessment	\$ 16,859.99	\$ 18,553.50	91%
1702 Outreach from Budget	\$ 3,515.00	\$ 3,515.00	100%
1705 Bishop's Discretionary Fund	\$ -	\$ -	0%
Sub Total	\$ 20,374.99	\$ 22,068.50	92%
NORMAL PARISH OPERATING EXPENSES			
1711-1 Clergy Stipend - Clergy Health Insurance	\$ 6,562.11	\$ 9,144.38	72%
1711-2 Clergy Stipend - Clergy Housing Equity	\$ 2,100.00	\$ 2,800.00	75%
1711-3 Clergy Stipend - Clergy SECA Offset	\$ 5,219.09	\$ 5,219.18	100%
1711-4 Clergy Stipend - Clergy Stipend	\$ 46,649.52	\$ 46,649.60	100%
1713-1 Supply Clergy	\$ -	\$ 300.00	0%
1713-2 Deacon Travel Reimbursements	\$ -	\$ -	0%
1713-3 Clergy Travel Reimbursements	\$ 620.97	\$ 850.00	73%
1714-1 Organist Compensation	\$ 6,359.28	\$ 6,613.56	96%
1714-2 Assistant Organist	\$ 471.50	\$ 1,041.60	45%
1716 Church Pension Fund Premiums	\$ 14,313.43	\$ 13,641.64	105%
1718 Church Share of FICA	\$ 522.85	\$ 850.00	62%
Total Personnel Expenses	\$ 82,818.75	\$ 87,109.97	95%
1721 Sunday School	\$ -	\$ 150.00	0%
1722 Youth Ministries	\$ -	\$ -	0%
1723 Adult Education	\$ -	\$ 50.00	0%
1724 Parish Life & Hospitality	\$ 181.73	\$ 150.00	0%
1726 Flowers and Altar Supplies	\$ 801.32	\$ 900.00	89%
1727 Liturgy and Worship Material	\$ 518.69	\$ 550.00	94%
1728 Music	\$ 625.00	\$ -	0%
1729 Stewardship Development	\$ 48.00	\$ 200.00	0%
Total Church Program & Development	\$ 2,174.74	\$ 2,000.00	109%
1731 Postage	\$ 512.00	\$ 375.00	137%
1732 Bulletins and Printing	\$ -	\$ -	0%
1733 General Office Supplies	\$ -	\$ 100.00	0%
1734 Photo Copier Costs	\$ 1,011.20	\$ 1,025.00	99%
1736 Telephone and Broadband Services	\$ 1,167.82	\$ 1,150.00	102%
1737 Bookkeeping and Audit	\$ 366.55	\$ 515.00	71%
1738-1 Computer Expenses	\$ 17.65	\$ 100.00	18%
1738-2 Web Site Expenses	\$ 84.00	\$ 150.00	56%
1739 Bank Charges	\$ 75.97	\$ -	0%
Total Administration Costs	\$ 3,235.19	\$ 3,415.00	95%
Page 3 December 2018 Finance Report			
DISBURSEMENTS CONTINUED			
	2018 Year to Date	2018 Budget	%
1741 Snow Removal & Yard Care	\$ -	\$ -	0%
1742 Trash Removal	\$ 578.50	\$ 550.00	105%

1743 Cleaning Services	\$ 1,762.50	\$ 2,000.00	88%
1744 Minor Repairs / Maintenance	\$ 1,210.40	\$ -	0%
1745 Supplies & Other Building Expenses	\$ 28.99	\$ -	0%
1745B Organ Maintenance	\$ 925.60	\$ 500.00	185%
1746A Rectory Heating Fuel (Subtotal: \$2733)	\$ -	\$ 2,200.00	0%
1746B Church Heating Fuel (Subtotal: \$3393)	\$ -	\$ 2,600.00	0%
1746C Parish Hall Heating Fuel (Subtotal: \$557)	\$ -	\$ 750.00	0%
1746D Gas for Cooking (Subtotal: \$51)	\$ -	\$ 75.00	0%
1747A Rectory Electric Energy	\$ 748.93	\$ 950.00	79%
1747B Church Electric Energy	\$ 1,022.85	\$ 900.00	114%
1748 Water and Sewer	\$ 1,234.40	\$ 1,175.00	105%
1749 Comprehensive Insurance	\$ 4,166.00	\$ 4,300.00	97%
1746 Jackman's Budget	\$ 6,559.59	\$ -	0%
Total Property and Equipment Costs	\$ 18,237.76	\$ 16,000.00	114%
1751 Advertising	\$ -	\$ -	0%
1752 Diocesan Convention Costs + Clergy Conf	\$ 220.00	\$ 275.00	80%
1753 Gifts for Members	\$ -	\$ -	0%
1754 SISF	\$ 500.00	\$ -	0%
1758 Annual Meeting Expenses	\$ -	\$ -	0%
Total Miscellaneous Expenses	\$ 720.00	\$ 275.00	262%
Total Regular Parish Operating Expenses	\$ 107,186.44	\$ 108,799.97	99%
TOTAL ALL OPERATING EXPENSES	\$ 127,561.43	\$ 130,868.47	97%
SPECIAL AND NON OPERATION EXPENSES			
3901 Ministry from Wills Fund	\$ -	\$ -	0%
3902 Wills Fund Disbursements	\$ -		0%
3904 Transmit of Special Offerings	\$ 1,205.00	\$ 500.00	241%
3905 Personal Assistance Grants	\$ -		0%
3910 Capital Building Improvements	\$ -	\$ -	0%
3915 Capital Equipment	\$ 2,299.01		0%
Total Non Operational Expenses	\$ 3,504.01	\$ 1,000.00	350%
TOTAL ALL DISBURSEMENTS	\$ 131,065.44	\$ 131,868.47	99%
Operating Income less Operating Expenses	\$ (29,661.46)	\$ (10,606.47)	280%
Total Income less Total Expenses	\$ (3,674.16)	\$ (9,301.47)	40%
Page 4 December 18 Finance Report			
TRANSFERS			
From St. Paul's Designated Funds	\$ 17,299.01		
From St. Paul's Operating Account	\$ 4,052.68		
TO St Paul's Designated Funds	\$ (4,052.68)		
TO St Paul's Operating Account	\$ (17,299.01)		
TOTAL TRANSFERS	\$ -		

ASSETS AND LIABILITIES			
Fund Balances		Unrestricted	Restricted
Regular Check Book (as of 12.31.2018)		\$ 18,110.00	
Designated Account Funds Total (as of 12.31.18)			\$ 37,280.00
Hanson Fund			\$ 2,111.69
Sabbatical Reserve Fund			\$ 1,600.00
Property Improvement Fund			\$ 2,395.53
Wills Fund			\$ 1,746.10
Flower Fund			\$ 7.46
Youth Ministry Fund			\$ 1,578.74
Vestments and Linens			\$ 4,450.00
Linens			\$ 686.50
Accessibility and Lift Fund			\$ 5,000.00
Irene Fund			\$ -
Swift Funds			\$ 1,885.99
Memorials Fund			\$ 14,183.79
Unallocated Interest			\$ 34.07
Greenscape, Sidewalk, Windows			\$ 23,050.00
Rock Point Roof			\$ -
VTEL Deposit			\$ 1,050.00
Rector's Discretionary Fund (11.04.18)			\$ 415.56
Total			\$ 60,195.43
Diocesan Unit Fund (as of 09.30.2018)			\$328,443.22
Total Cash Assets	\$ 406,748.65		
Assets-Checkbook	\$ 388,638.65		
Notes:			
Moved \$22500 from Designated to Operating on November 1, 2018			

