

Episcopal Church of the Good Shepherd  
Annual Meeting  
January 23, 2022

**Agenda**

Opening Prayer

Review and vote on 2021 Annual Meeting Minutes

Finance Report

- 2021 Income and Expense and Balance sheet reports
- 2022 Budget

New Business

- Elect Convention Delegates
- Approve new Vestry members

Recognition and presentations

Closing prayer

The meeting was conducted in-person, via Zoom and it was also live streamed

The members present: Father Lance, Dick and Ginger Robinson, Chris Nuccitelli, Pam Meyris, Kris and John Murray, Jeff and Yvonne Arnold, Richard and Carol Reid, Bob Markham, Kathy Stokes, Diane Babcock, Marlene Allen, Bruce Dunn, Karyn Robbins, Cheri Mascetti, Pete Rothfuss, Art Mason, Joel Wilbur, Mark Herb, Annie Bishop, Mike and Laura Rosato Mark Herb

The meeting opened with prayer by Father Lance.

The minutes from the 2021 Annual meeting were reviewed. Cheri M. moved that we accept the minutes as written. Diane B. seconded the motion. The motion was voted on and the motion passed.

Finance Report

Dick Robinson, Treasurer, presented the reports and his team for 2021

He thanked the following people who make up his team:

- Receiving Treasurer – Bruce Dunn
- Disbursing Treasurers – Cheri Mascitti and Ed Kushall
- Counters- Carol Wawrzycki and Lenore O’Sullivan
- Audit- Chris Peterson

How you can help

- Put your envelope/contribution # on your check,
- Indicate on the memo line where you want your money to go if other than the general fund,
- Check the date– the bank will not accept checks dated in the future.

Balance sheet Review

Balance sheet – is a snapshot of financial health. What it tells you: how much a church owns (its assets), how much it owes (obligations/liabilities). The difference between what it owns and what it owes is its equity.

General Operating Funds

#### Total Assets

- 461,347.23

#### Other Assets – Equipment, Land, Building

- 1,866,268.00 no change from last year

#### Short term liabilities

- Funds held in trust – 17,069.28
- Memorials – 7,968.42
- Special purpose – 266,128.40
- Total – 291,166.10

#### Long term Liabilities

- Mortgage – 0.00
- PPP loan – 0.00 – 37,745.00 was forgiven and this amount was moved into the Outreach fund.

Assets exceed liabilities: 170,181.13 (2021) vs. 122,654.77 (2020)

The floor was opened for questions regarding the balance sheet. There were no questions from the participants.

#### Income and Expense Report

The pledged budget for the 2021 year was \$271,072.00. We received \$280,011.16. The difference being +\$8,939.16.

Other income is as follows:

Income	2021 Budget	Actual	Difference
	271,072.00	280,011.16	8,939.16
Other	32,900.00	34,055.14	1,155.14
<small>Tracked non-pledged, plate, St. Andrews, fund raising</small>			
Special Offerings	1,800.00	3,309.99	1,180.00
<small>Easter, Christmas</small>			
Investment	100.00	624.41	526.41
Building Use	1,850.00	2,535.50	685.00
<small>AA, GA</small>			
Misc. Income	750.00	575.00	-175.00
<small>Gift in Kind, Bldg. Use</small>			
Total Income	\$307,852.00	321,112.21	13,260.21

We are +3661.83 in the actual budget for 2020 in income and expense.

Key messages are:

- Assets continue to be greater than liabilities +\$170,181,
- \$47,526 growth: annual operation plan funds, investment funds, Capital Campaign funds
- The Capital Campaign has \$166251 in the account and is still active;  
Major bequest received,  
Pledges are still being received
- Income greater than budget (\$13,797). Key factors are:  
-pledged income \$8939.00 more than budget

- Other areas greater than budget
- Expenses were 5,107 less than budget
  - Cost controls associated with pandemic
  - We finished the year +\$18,368

The floor was opened for questions regarding the finance report. There were no questions.

#### Stewardship Drive

A great deal of work has been done to contact our parishioners regarding new and continuing pledges. The yearly stewardship mailing went out to 200 families. 120 responses have been received. This is 62.5% of those contacted. Total pledged in 2020 it was \$259,942. Total pledged in 2021 was\$ 281,875. The Stewardship committee will follow-up to find out the reason for the difference of pledges and the number of letters sent out.

#### 2022 Budget Development

##### Considerations:

- Pandemic Restrictions
  - Limited access to facility
  - Restricted Gathering
- Stewardship results are relatively strong

##### Approach

- Develop Bare Bones Budget
  - No raises
  - Reduce where possible
  - Part-time Sexton Hired

##### Goal

- Minimize any deficit through aggressive expense management

#### Budget Comparison

##### 2021/2022 Budget Comparison

Expense	2021		2022
	Budget	Actual	Budget
Total Expenses	306,340	301,232	320,037

Expenses are \$168.00 less than income. This shows a balanced Budget. Not seeing anything recorded for St. Andrews chapel? Why not? People must earmark on their check that they want their money distributed to St. Andrews. If there is no such indication on check the money will go to Good Shepherd. What happens if we were to have an expense at St. Andrews? Where will the funds come from? There is a liability line for that.

#### Finance Transition

- After many years of service several key members of our finance team are leaving their Good Shepherd support roles:

- Counters- Susan Marren & Nancy VanHooydonk
- Disbursing Treasurer-Sharon White

We greatly appreciate the work they have done.

Going forward the finance team will be:

- Receiving Treasurer – John Murray
- Counters
  - Pam Meyris, Marlene Allen, and Carol Reid will join Lenore O’Sullivan and Carol Wawrzycki

Disbursing Treasurers – Cheri Mascitti and Ed Kushal

Treasurer – Bruce Dunn

Finance Committee – Dick Robinson Chairman

Pam Meyris moved to approve the Finance Report and the 2022 Budget as presented with great thanks and appreciation to Dick Robinson. Annie Bishop seconded the motion. The motion was voted on and passed.

Old Business

None

New Business

Thank you, Chris N., for the great job he did as Senior Warden this year. What a crazy year it has been to be warden. We cannot thank you enough for all you have done this year.

Leaving the vestry at this time are Kris Murray, Jill Daddis, and Roch Whitman. They have all worked hard during their time on vestry for the last 3 years.

Our new vestry members coming on in 2022 are Pete Rothfus, Don White and Kathy Stokes. Pauline Stebbins will be the Senior Warden and Diane Babcock will be the Junior for 2022.

Diane Babcock moved to accept the new members as stated. Kris Murrary seconded the motion. Motion voted on and passed.

Convention delegates- Ed Kushall will be off and has been replaced by Julie Syracuse if voted in at this time. Bob Markham moved to accept Julie Syracuse as our new delegate, Art Mason seconded the motion. Motion voted on and passed.

Recognition and Presentation

Much thanks was given to Chris N., Bruce Dunn, and Jeff Arnold for their work on live streaming and recording and Zooming our services weekly and also with the added meetings, funerals and convention.

Dick Robinson has done a phenomenal job as the Financial Treasurer. Lance has never had to worry about a thing. He is so accomplished. Dick and his wife Ginger were presented a gift to show the parishioner's appreciation with a weekend away with 2 rounds of golf. Thank you.

Thank you to so many who give of their time and themselves to help make Good Shepherd all that it is, especially to Karyn for direction and our music department.

Father Lance ended the meeting with prayer.

Submitted by Pamela Meyris