



## St. Paul's Episcopal Church

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# Annual Parish Meeting

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**Sunday, January 26, 2020**

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11:45 a.m. Gather, get lunch and call meeting to order

### **Introduction of Vestry candidates**

The following people have accepted nominations to be on the Vestry slate to serve 3-year terms:

- Herman Beck
- Steve Jacobson
- Christopher Puckett
- Marshall Wright

Additionally, Russ Pack is slated to fill a two-year vacant term.

### **Delegate Election**

The proposed slate of 2020 Diocesan Delegates:

- Barbara Greenlee
- David Reed
- Deborah Thorpe
- Dianne Franz
- Joel Deaton
- John Anisko
- Kristy Muday
- Melissa Wank
- Sarabeth Clevenger
- Will Grua

One additional spot is vacant.

### **Introduction of 2020 Officers**

- ❖ John Sheaffer, Sr. Warden
- ❖ Melissa Wank, Treasurer
- ❖ Sarabeth Clevenger, Clerk

the Junior Warden is NOT appointed, but rather selected at the first meeting of the new Vestry following the Annual Meeting.

12:30 p.m.

Financial Review  
Sr. Warden Presentation  
Rector Presentation  
Recognitions, Thanksgivings and Questions  
Closing Prayer and sending forth

St. Paul's Annual Meeting  
January 27, 2019 at 12 p.m.

Lunch was provided for parishioners and the Annual Meeting was called to order at 12 pm.

The following Vestry Members were thanked for their service for the past three years: Erin Saunders, Mathew Bell, Michael Horejsi, Sara Baese and Sally Beagley. New Vestry Members were introduced they are: Dianne Franz, Danielle Lankford, David Reed, Marty Stolz, Russ Pack (1yr).

The Diosecan Convention Delegates were introduced: Barbara Greenlee, David Reed, Deborah Thorpe, Dianne Franz, Joel Deaton, Katherine Zavodni, Kristin Madden, Kristy Muday, Melissa Wank, Sarabeth Clevenger and Will Grua. Sheila Whitney placed a motion for the Delegates to be accepted with Jenni Barber seconding the motion. Motion passed with no opposing votes.

Officers were announced for the year of 2019 they are: John Sheaffer: Sr. Warden, Colt Smith: Jr. Warden (pending his acceptance), Melissa Wank: Treasurer, David Reed: Clerk.

Sara Baese presented the Treasurers Annual Report: It was a very good year, practically a break-even year. Following tables showing the 3-year operating and expense results:

**2016-2018 Operating Results  
Revenue**

	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>Pledges</b>	\$262,755	\$287,997	\$304,025
<b>Other Income</b>	66,728	70,890	259,245
<b>Pantry and Usage Fees</b>	53,433	36,366	28,097
<b>Total</b>	<b>\$382,916</b>	<b>\$395,253</b>	<b>\$591,367</b>
<b>Other Funds Used</b>			
<b>Endowment</b>	44,345	44,500	45,000
<b>St. Paul's Trust</b>	22,700	0	0

### 2016-2018 Operating Expenses

	2016	2017	2018
<b>Salary and Benefit Cost</b>	\$205,851	\$188,536	\$185,610
<b>Program Expenses</b>	37,846	33,492	37,144
<b>Diocesan Assessment</b>	47,927	42,671	38,535
<b>Building &amp; Grounds</b>	113,364	103,258	114,756
<b>Other Expense</b> (office, accounting, insurance)	61,059	52,616	60,167
<b>Total Expenses</b>	\$466,047	\$420,573	\$436,212
<b>Net Funds in &amp; out</b>	(\$16,086)	\$19,180	\$200,155

Sara announced that a condo has been donated to St. Paul's with the proceeds of the sale of this condo being equally dispersed between St. Paul's Trust and the Endowment. She also explained that the pantry and usage fees had gone down because of not have the income from the rentals.

Sara explained the 2019 budget. Kurt received his first raise in four years, other staff members were given wage increases this year as well.

This is shown in the following 2019 Budget tables:

### 2019 Budget – Revenue

	2017	2018	2019
<b>Budget Pledges</b>	\$287,997	\$304,025	\$315,000
<b>Other income</b>	70,890	259,245	60,000
<b>Pantry and Usage Fees</b>	36,366	28,097	32,650
<b>Total</b>	\$395,253	\$591,367	\$407,650
<b>Other funds use</b>			
<b>Endowment</b>	44,500	45,000	45,000
<b>St. Paul's Trust</b>	0	0	0

## 2019 Budget - Expenses

	2017	2018	Budget 2019
<b>Salary and Benefit Cost</b>	\$188,536	\$185,610	\$193,863
<b>Program Expenses</b>	33,492	37,144	46,515
<b>Diocesan Assessment</b>	42,671	38,535	41,388
<b>Building &amp; Grounds</b>	103,258	114,756	157,200
<b>Other Expense</b> (office, accounting, insurance)	52,616	60,167	59,435
<b>Total Expenses</b>	\$420,573	\$436,212	\$498,401
<b>Net Funds in &amp; out</b>	\$19,180	\$200,155	(\$45,751)

## Endowment and St. Paul's Trust

	12/31/15	12/31/16	12/31/17	12/31/18
<b>Endowment</b>	\$1,541,870	\$1,564,417	\$1,714,255	\$1,525,609
<b>St Paul's Trust</b>	154,718	139,926	155,823	140,985

Kurt explained the draw of the endowment for painting St. Paul's. Selma has put out a request for bids.

Sara concluded her report with a request for questions there were as follows:  
 Does St. Paul's trust cover expenses? No, the trust is meant for Capital Projects.  
 Joel Deaton mentioned that the gift of the condo will not be included in the Diocesan Assessment. There were no further questions.

## Update on the St. Paul's Houses

**Presented By:**  
**John Sheaffer and Michael Horejsi**

John Sheaffer reported that in 2018 the following questions were brought before the Vestry. What to do with the two houses? They were out of compliance with city zoning. It would take approximately \$300,000 to get one of them in a rentable condition. Selling them would not be of great value and they are not rentable in their current condition.

Michael Horejsi reported that a sub-committee had been comprised to brainstorm for ideas of uses for the houses and or the property. Michael presented a table concluding the sub-committee's results. This table can be found in the annual report.

John stated that they had been able to meet with the cities Housing and Zoning. We know now that both homes can be demolished so all options are now on the table. Currently there are no ministries using either of these houses. The Vestry can move forward in 2019 with the current status being possibilities not probabilities, good short term and long term goals. John asked for questions. Russ Pack thanked the committee for their work and asked about the Peterson property to the East of St. Paul's. He asked about using the funds from selling the parking lot could be used towards the daycare? The answer was that this is a possibility nothing specific has been looked at. Kurt said that the buying of the property may not be the responsible way to go. Sheila Whitney asked if we were required to sell the property across the street and have demolition cost been looked into. The answer was not yet. John proceeded to explain that now the Vestry has four options: demolish both properties, hold property next to St. Paul's, sell N. property and use funds to demolish the other.

Add existing land to playground and sell house with larger lot. Sell existing lot to non-profit to build low income housing.

Barbara Greenlee explained that the Vestry had received the information from the city three days ago so there has not been adequate time to discuss the options.

### **Rectors Report**

Kurt announced that bat valves had been installed to hopefully end out bat infestation. He reflected on the past year and his illness Kurt commented on his trust with the Vestry to carry on during his recovery. He thanked his wife for her support and care during his illness and the various Parishioners who helped get him to where he needed to be during his convalescence. He presented an overview of the various activities held by St. Paul's. He mentioned the Diocesan Convention and the unanimous passing of the Sanctuary Resolution. Kurt announced that Susan Roberts has accepted a position in Kansas City and will be leaving our Parish in 3 months.

Many Parishioners were thanked for their help in making St. Paul's successful.

Kurt ended the Annual Meeting by asking that the attendees take a few moments to reflect on the special moments of the last year. AMEN.

## Annual 2019 Report to the Parish

### Food Pantry

St. Paul's Food Pantry continues to operate on Saturdays and is open from 9 a.m. to 1 p.m. Again in 2019, St. Paul's Pantry doors were open every Saturday to serve the low-income and homeless members of our community. On December 14, of this year, the pantry hosted the Christmas Toy Giveaway where volunteers distributed donated toys to 20 grateful households. On December 21, St. Paul's pantry hosted the Christmas Food Outreach. On that Saturday, 18 volunteers donated their time to provide food and hygiene items for 105 needy households.

#### The Pantry totals for 2019 are as follows:

**Total households served: 3,801** - a decrease of 212 from 2018 – increase of 749 over 2017

**Total individuals served: 9,645** - a decrease of 611 from 2018 – increase of 1,341 over 2017

**Total volunteer hours: 2,297.5 hours** - an increase 353 hours over 2018

A core group of volunteers has supported the pantry through this year. The pantry team includes the following:

Joel Harris, Frances Harris, Tim Beagley, Marilyn Hurlow, Cindy Kurowski, Lisa Shavers, Dennis Lindsey, Terri Drashner, Herman Beck, Jennifer Bear, Kelly Smith, Barbara Smith, David Hornbeck, Lynn Muller, Lori Morris, Mary, James, Aaron and Rowan Burris, John DeMark, Sue Fletcher, Chris Jackson, Sidney Kaser, Linda Menasco, Gary Fudyma, Darlene Wiesner, and Rodney Evans. A very special thanks to all of the pantry volunteers.

Selma Afridi, as with many ministries at St. Paul's continues to be great support to our pantry. Helping to facilitate and administrate the needs of the pantry, her contribution is essential to the running of St. Paul's Food Pantry. In addition, Cliff Taylor works each Saturday at the pantry helping to set up, organize Saturday donations and clean up at the end of the day.

Along with the weekly announcements requesting food items to restock the pantry shelves, the pantry team sponsored two fundraises – Grocery Bag Shopping List, and Christmas Cards. Thanks to all the parishioners who have donated their time, talent, money and canned goods to make the Pantry such an important—and successful—outreach ministry of our parish.

The St. Paul's Food Pantry needs all of us and the pantry team invites any interested parishioners to volunteer in this important ministry. You may contact Lori Morris or call Selma in the office for any information about the pantry.

Respectfully submitted,

Lori Morris

**Annual 2019 Report to the Parish**

**Music**

Thank you to all who have contributed their vocal, instrumental, and many other talents to the musical success of 2019 at St. Paul's. Musical highlights this year include Easter services, Mozart's Requiem with combined choirs, orchestra and soloists and all the beautiful music on Christmas Eve.

St. Paul's Choir faithfully rehearses each Wednesday evening and Sunday morning and provides musical support to the Sunday 10:30 a.m. services. Throughout the year, we rehearse around 100 times and sing in about 40 normal services. We also sing in several special services including Ash Wednesday, Maundy Thursday, Good Friday, Easter Vigil, Easter Sunday, Feast of All Souls, Advent Lessons & Carols, Christmas Eve Caroling, Christmas Eve Midnight Mass and Christmas Lessons & Carols.

Charles Black serves as music director and organist. Heidi J. Alley serves as rehearsal assistant and organist.

Many thanks to everyone who has helped to make our music programs successful at St. Paul's this year and in the past! We are very grateful and look forward to serving St. Paul's in 2020. Thank you for your enthusiasm, energy, and support.

Charles Black  
Music Director



## **Annual 2019 Report to the Parish Lectors and Eucharistic Ministers**

St. Paul's Lectors is a lay ministry comprised of dedicated "readers", called Lectors who serve the Lord by proclaiming the lessons during the services. (At the moment, we do not have anyone as a Youth" lector.) Every Saturday and Sunday, and at any other services, the Lectors are responsible for proclaiming the assigned Old and New Testament lessons, as well as leading the Prayers of the People.

At the 5:00pm Saturday and the 8:00am Sunday services, they also lead the praying of the Psalms. At these same services, they may serve as acolyte by assisting the clergy in setting the altar for the Eucharist. On occasion, Lectors may be asked to proclaim the lessons at funeral or memorial services.

Although no license is required to be a lector, ALL lectors need to be approved by The Rector. Anyone wishing to be a lector should have the desire to read occasionally at the Sunday 10:30AM service, or other services, if desired.

Most of the lectors are licensed by the Diocese as Eucharistic Ministers (EMs) enabling them to assist the priest during the administering of the Eucharist at the services. Normally they serve by administering the chalice, but they *may* serve the Consecrated Host, if requested.

EMs may be requested to serve at weddings, funerals, memorial services and special services, such as during Holy Week. Involvement in this lay ministry ensures that the parish at large is engaged as active participants at all church services.

A training session of approximately one hour is given to the new Lectors and an additional hour of training for Eucharistic Ministers. Lectors receive the Lessons and Psalms a day or two before the service so they can become familiar with the material.

At the end of 2019, there were 33 individuals serving as lectors and/or Eucharistic Ministers with 25 serving as both lectors and Eucharistic Ministers.

THANK YOU to all the lectors and ALL THE EMs for their diligence and continued participation in this ministry.

For additional information on the Lectors or Lay Eucharistic Ministers, please contact the Rector, or John Rowe.

Respectfully submitted,

John Rowe, Director

## **Annual 2019 Report to the Parish Altar Guild**

The mission of St. Paul's Altar Guild ministry is to serve God and the parish by reverently maintaining the silver, linens, vestments and other items of worship and by preparing the chapel and church for all worship services and celebration of the Eucharist, as well as for baptisms, weddings, memorial services, funerals and any clergy ordinations.

The Altar Guild members, known as sacristans, working quietly and unobtrusively, ensure that all the items that make the service function efficiently are readily available for use by the clergy and other ministries, such as acolytes, Eucharistic ministers, and the Greeters, in order to facilitate and enhance the congregation's worship experience.

The major accomplishments of 2019 were (1) replacing the 6 candles behind the altar with better and more efficient burning candles; (2) having a key role in the selection and replacement of the primary (lead) processional cross, and (3) participating in the impressive, challenging, and uplifting service ordaining Brian Rallison to deacon.

During 2019 we added two new members (Steffi Ortman and Steve Jacobson) bringing to 15 the number of active number of men and women serving as sacristans. Unfortunately, longtime member Sally Beagley and her husband, Tim – a lector and EM, retired to Colorado.

The Altar Guild also plays a key role in "the greening" (decorating) of the church at Christmas (and later, the UN-greening or cleaning up.) During Holy Week, just prior to Easter, we create the Garden of Repose for the vigil, and prepare the church for the seven special services of Holy Week, beginning on Wednesday with Tenebrae and running each consecutive day and/or night through the last service on Easter Sunday.

THANK YOU to *all* the Altar Guild members who donate numerous hours of their time and talent to accomplish our work with diligence and flexibility to enhance all our services. A *special* THANK YOU to Selma (PA) for her support and assistance.

The Altar Guild normally conducts 9 monthly meetings, usually the second Saturday of each month, at 9:00AM at St. Paul's. Membership is open to any communicant in good standing who is willing to be trained in the proper procedures and wishes to serve our Lord in a quiet

but very meaningful and reverent way. For additional information, please contact our Rector, or John Rowe or any Altar Guild member.

Respectfully submitted,  
John Rowe, Director

**Annual 2019 Report to the Parish  
Health Ministry**

The members of the Parish Health Ministry team have continued to provide attention to the health needs of the parish through our regular activities and additional events. We continue to provide blood pressure screening on the first Sunday of each month in the Parish Hall after the 10:30 service. The Annual Flu Shot Clinic provided by Community Nursing Services was held in October. We are currently planning another blood drive that will be held in May of this year.

Current members of the team are Debbie Thorpe, Lynn Muller, Donna Paulson, Barbara Smith, and Kelly Smith.

Respectfully submitted,  
Deborah Thorpe

**Annual 2019 Report to the Parish  
Greeters**

Thanks to all those parishioners who have served as greeters for many years. Welcome to new volunteers, including Holly Holman, Christian Larsen, Jacob Newman, Kristy Muday, and Rev. Dorairaj Gnanasundaram.

Respectfully submitted,  
Ray Wilmot

## Annual 2019 Report to Parish Children's Choir

### Year in review

- We had another successful Christmas pageant! Key adult contributors were Peggy McCray (costume lead), Kristy Muday, and Katherine Zavodni.
- We started regular meetings on the first and second Sunday of each month. I feel that this is going well! We performed "Morning has broken" for the congregation in November. Parent helpers, Kristy Muday and Katherine Zavodni, make an enormous difference.

### Ideas and goals going forward

- I'd like to have the kids sing for the congregation about every other month, starting with our planned performance on February 9. It helps to have something to focus on and look forward to.
- I think it would be nice to continue through the summer this year, as Kurt and I discussed awhile back. Also, I plan to begin pageant preparations a little bit earlier this year.
- It would be very helpful to have a current email list for the parents of children participating in the pageant. I'm wondering if there is a way to create that so that we can communicate more easily this year.
- I am planning to introduce more songs and musical games that will teach the kids to sing in 2 parts. I would like to start them singing harmony.
- I would like to somehow encourage the older children to participate in choir. Having them there will better enable us to do more interesting things with our music. Their presence also models good leadership for the younger kids.

Respectfully submitted,  
Emily Nelson

## Annual 2019 Report to Parish Senior Warden

I thank our rector, the Rev. Kurt Wiesner, for the opportunity to serve a second year as Senior Warden, and all of you for your support and guidance during 2019. It's been a pleasure working with our Vestry on the goals set at our retreat last February, and I personally thank our departing Vestry members, Christian Larsen, Colt Smith, Peter Christe, Marty Stolz, and Katherine Zavodni, for their effective advocacy of the interests of our Parish. David Reed, a continuing member of our Vestry, deserves my thanks as well for recording our Minutes each month that document our accomplishments and provide a path for future focus.

In January 2019, we began the year with a Vestry meeting tying up 2018 business by finalizing our 2019 budget based upon the receipt of pledges for the upcoming year that significantly exceeded those in 2018. Also, Wi-Fi was installed to cover most all of our campus. A major charitable real estate donation was also made to the Parish, which required a plan for liquidation of that donation over the 2019 year. In January it was also reported that St. Paul's had received a positive audit review, starting a solid foundation for 2019. The Parish also contracted to humanely remove and prevent the return of bats to the belfry attic; they had invaded interior space of the Parish and are now gone.

New Vestry members were elected at the annual meeting of the Parish on January 27, 2019, and a date was set in February for a Vestry retreat to plan for the upcoming 2019 year.

The February Vestry meeting retreat was held on February 2, 2019, at the ECDU/Diocese with an agenda involving not only the normal monthly vestry meeting but also orientation for new vestry members and goal setting based upon perceived Parish needs in six different areas for which committees were formed having representatives from the Vestry as follows:

- a. FFA (Facilities Fundraising and Administration); convener John Sheaffer,
- b. Children and Youth Ministry; convener Katherine Zavodni,
- c. Social Events and Fellowship; convener Dianne Franz,
- d. MMR (Mutual Ministry Review); convener Cindy Kurowski,
- e. Stewardship; convener Russ Pack, and
- f. Communications; convener Colt Smith.

Our 2019 year focused on these areas; involving both transitions and goal setting:

A. **FFA:** In January 2019, the Housing Subcommittee presented its concept drawing to the FFA involving three diagramming three scenarios for use of the properties north of the parish campus,. These were accepted by the FFA, and members of the FFA and Housing subcommittee, including the Rector, met with the Salt Lake City Planning and Zoning Department to present our concept for improving preschool safety, elder and handicap accessibility, parking and community garden uses for the properties. Our parishioner, Chris Zarak, an architect and designer who works with the city planning and zoning departments, accompanied us when we met with its representative at the City and County Building.

The three options of demolishing one or both buildings north of the Parish to expand parking and use some of the property for community garden was presented. The City did not see any reason the concept would not be accepted even if demolition of housing was involved so long as we worked with the city departments so permits could be issued. Following this meeting with City, the FFA convened and recommended that an engineering firm be retained for the purpose of drawing up a scaled concept plan acceptable to the City incorporating the drawings formulated by the Housing subcommittee. At the May 2019 Vestry meeting, the Vestry accepted the recommendations of the FFA, and authorized and directed the Senior Warden to retain the engineering firm that conducted the property surveys in 2018 at an expense of up to \$5,000. McNeil Engineering was thereafter retained for this purpose, and in June a contract was negotiated and signed the following month. A site visit and meeting was conducted with the engineers, and in August 2019 conceptual plans were drawn to scale using the information obtained through our prior property surveys. A more detailed and scaled concept plan and drawing in more detail then drafted by McNeil Engineering that would require demolition of houses north of the parish campus for the reasons decided and authorized by the Vestry as outlined in Minutes of the prior 2018 Annual Report and Parish Meeting, and as earlier authorized and directed by Vestry. The design plans were analyzed by the Housing subcommittee and members of the FFA, approved by the Preschool director and finalized at the beginning of September 2019. Thereafter, a meeting with the City and interested members of the FFA and Housing subcommittee was arranged at the first opportunity which ended up being October 14, 2019, when members of the FFA, Housing subcommittee and Rector met with the city Development Review Team (DRT) for preliminary review of our proposal and concept drawings with the engineer. Representatives of the city included Planning and Zoning, Public Utilities, Engineers, Transportation, Fire and other departments; no opposition to the plans was voiced by this board, which recommended a pre-submittal meeting with the Planning Division as the next step to determining what petitions would be required for our plans including real property consolidations, permits for demolition, mitigation, loss applications, public way permits, etc.

A follow up meeting was scheduled with the Planning Commission of the City at the end of October 2019, when it reviewed and commented on our engineering drawings and scaled concept plan. They suggested refining it further with dimension and footage, etc., which we are



now in the process of doing to address set back requirements, irrigation, landscaping, grading, and etc. In November 2019, the Vestry confirmed its approval of the plans, including that the Parish pursue the demolition of both houses and construction of a parking lot with a community garden component to address safety concerns of parishioners and preschool children, adequate parking and a community garden for outreach purposes and sensitivity to neighborhood concerns. At this stage, the engineers are refining our concept plans.

In 2019 the FFA was also instrumental in liquidating a real estate donation resulting in deposits of approximately \$199,000 locally in our endowment and St. Paul's Trust.

B. **Children and Youth Ministry**: Nursery attendants included members of the Muday parish family until Pentecost when the nursery school was in recess until the beginning of the program year in September 2019. Interest in the Holy Moly Sunday School program in the Parish hall waned with lower attendance.

As a result the Children and Youth Ministry with the Rector formulated a rotating weekly Sunday schedule each month for the youth to attend family service in the Parish hall for two Sundays each month, with a music program for the children in the parish hall on a Sunday with Emily Nelson leading, and having a children's interactive sermon in church on the fourth Sunday. There is a need to determine what structure best supports and serves our children and youth for Sunday School and educational purposes and this is all a work in progress.

C. **Social Events and Fellowship**: This Ministry planned, organized, and delivered six events during 2019, and assisted in helping organize and present other events such as the Oktoberfest Parish Dinner celebration in October 2019 and the Pride Parade float entry for the parish. Most of these events were all beautifully presented with food and beverages at little cost to the Parish and were very well attended. They included the Shrove pancake dinner on March 3, 2019, "Pie and Beer Day" event on July 24, 2019, offering pizza, beer and fellowship, a St. Paul's Day Bees baseball game event in August 2019, the Requiem reception in November 2019, and the Advent Lessons and Carols reception in December 2019. An additional parish dinner was tentatively scheduled for February 2019, to include neighbors and friends, however it was cancelled for lack of interest and volunteer sign up.

In addition to these events, the Ministry was instrumental in redesigning the Sunday coffee hour into a program inviting participation by parishioners with the parish administrator arranging a set menu that volunteers could add to if they desired, but would not require any additional food or beverage purchases. The Ministry also organized an orientation meeting and tutorial on coffee making and volunteering to host the coffee hour.

For the Social Events and Fellowship ministry and coffee hour events to continue to be successful depends on reliable volunteers willing to commit in advance. Thus far a relatively

small core group of ministry members and others have repeatedly shouldered the responsibility and are growing weary. Hopefully, volunteer interest is generating so this important ministry can continue effectively in 2020.

D. **MMR (Mutual Ministry Review)**: This subcommittee was charged with assessing and prioritizing the values of our Parish with the involvement of the Vestry in gauging what we do well and what we could improve upon in our ministries and work with each other at St. Paul's. The June Vestry meeting was devoted to a retreat organized by the MMR and facilitated by the Rev. Terri Heyduk. It led the Vestry and committee members through the process of developing a strategic vision for our Parish. Over the course of the next few months, and based on the information gathered at the retreat, Parish values were identified and ranked in order of liturgy, inclusiveness, relationships, and outreach which serve as the foundation for further vestry strategic planning for the direction and future of our parish.

E. **Communications**: St. Paul's website was redesigned and implemented, as well as populated with photos and information. Continuing effort and attention is needed to continue to make the website a useful and informative communication tool. In particular, parishioners and ministries need to provide information and photos to the Communications committee to broaden the scope of this platform.

F. **Stewardship**: Under the able leadership of Russ Pack, the Stewardship committee began meeting regularly in the summer of 2019 to plan its goals, develop its theme and implement a stewardship pledge drive. The theme of "Growing Our Faith with Gratitude" was agreed upon, colors of yellow, green, brown, and white were developed, as well as a logo of a branching tree that branded the stewardship season that began October 18<sup>th</sup> with a stewardship sermon by the Rector and a coffee hour hosted by the committee. The season ended on December 3<sup>rd</sup> with a presentation of pledge cards during the offertory that was presented by Parish children. During the season parishioners, including children, develop leaves and a chain of thoughts on gratitude that were presented at the altar on "Stewardship Sunday", December 3<sup>rd</sup>. These thoughts were written down by parishioners on paper leaves during each coffee hour during the season when a table was hosted by a member of the Stewardship committee focusing on a specific aspect of gratitude: how we worship, sacred spaces, our programs, and our committee engagement. During each Sunday during the season, a member of the Parish gave a brief stewardship presentation from the pulpit on their thoughts of gratitude following the sermon. A parish wide letter was mailed to each parish household from the Senior Warden on October 21<sup>st</sup> and a thank you letter from the rector was mailed to each pledging household at the end of the Stewardship season.

On October 18<sup>th</sup>, the Stewardship committee presented a celebration Oktoberfest dinner of German food and drink with polka music that was well attended - thanks in great part to the Social Events committee's assistance. At the end of the stewardship season a celebratory coffee hour was hosted by the Stewardship committee, and thereafter committee members helped contact households who had not yet been able to submit their pledge card.

The Stewardship committee's early plan and follow up on contacting households for pledges was invaluable to the treasurer and Vestry in formulating a budget for 2020. The Stewardship theme also underscored our gratitude for the fellowship we share and for the blessings we've received through our relationships at St. Paul's.

Other events, transitions and activities included the following:

a. Clergy transition. In March our parish bid a farewell to our longtime associate priest, the Rev. Susan Roberts, who secured a full-time position in Kansas City, Missouri and departed from Utah. St. Paul's also hosted the Ordination ceremony of the Rev. Brian Ralliston, a former parishioner who is now serving as a priest in another diocese outside Utah. St. Paul's is very fortunate to now include the Rev. Anne Campbell as an associate clergy member assisting with Christian education and formation, worship, and pastoral care.

b. Pride Parade: St. Paul's Episcopal Church was again an active supporter and participant in the Pride Parade and events in June. We thank Christian Larsen, a departing Vestry member, for his organization of our parish for this event, and the Social Events subcommittee for their support in locating and decorating a float for the parade.

c. Audit: In June, our parishioners Erin Saunders, Will Grua, and Kristy Muday participated in the training of auditors at the Diocese for the purpose of conducting self-audits of parishes during the 2019 and 2020 years to allow our parish to be self-audited rather than hiring a formal auditor at substantial expense. Please thank these individuals for their time and skills when you see them.

d. Diocesan Involvement: Our Rector, the Rev. Kurt Wiesner, chaired the Committee on Ministry for the Diocese of Utah, assisted at Diocesan-wide youth retreats at Camp Tuttle and at our parish. St. Paul's was also in full attendance at our Annual Convention of the Episcopal

e. Safety and Disaster Best Practices: The Vestry focused a number of months on issues of safety and disaster preparedness and becoming educated on best practices in these areas. The education and implementation process is continuing, and we continue working with the Diocese in following its requests for information and best practices in implementing disaster preparedness.

f. Guest Speakers: In September the Right Rev. Tracy Lind and her partner Emily Ingalls were guests at St. Paul's, where the weekend sermons were presented the Rt. Rev. Tracy Lind, followed by a Sunday morning parish hall presentation on issues of dementia provoking thoughtful questions and ongoing discussions.

g. Compensation: The Compensation subcommittee of the Vestry began work in September 2019 to review salary and benefit levels for staff members, while the Rector reviewed the performance of staff members. At the end of the year, the Vestry approved recommendations of the subcommittee to adjust staff compensation on merit and performance bringing them in line with their skill sets, responsibilities and commensurate comparable benefit levels within the Diocese. The subcommittee recommends this process be conducted yearly.

h. Board of Trustees: The Board of Trustees who oversee the investment strategies and Blue Edge financial advisors charged with managing our parish assets (including our endowment trust and investment accounts) conducted its annual meeting with Blue Edge in the summer. The meeting was hosted by our parishioner, Alex Bocock, at his offices. No changes to our investment strategy were recommended or made, it being clear that our portfolio is outperforming its benchmarks, which is a vast improvement over the prior year when our prior financial advisors were repeatedly missing their benchmarks.

i. Adult Formation: The rector led a twice weekly book club, film study or Bible study during each season, that was thought-provoking, very well attended and informative.

j. Onward: Moving forward into 2020 I anticipate our Vestry will continue to focus on the issues and directions set forth above, with a particular focus on the housing issues in accordance with its prior directives to develop the parking lot and community garden on the property owned by the Parish north of the campus.

I enjoy hearing from you and need to know your comments and observations; so please let me know any of your concerns and suggestions. I am grateful for each one of you, and the support of the Vestry, staff, and our rector. In 2020 I ask that you consider how you might best contribute your time and talent towards supporting our community of faith and the relationships that are nourished in this place. I welcome your input towards the vision that is developing as the future of St. Paul's.

Faithfully,

John D. Sheaffer, Jr.  
Senior Warden

## Annual 2019 Report to the Parish

### Treasurer

St. Paul's Treasurer's Report for the 2019 financial results and 2020 Budget.

To summarize the 2019 year: overall expenses were higher than revenues by \$23,290, but this was better than the budgeted shortfall of \$44,364.

The donation of the Salt Lake City condominium at the end of 2018 was sold at the end of July 2019 for \$199,645.18 which was split evenly (\$99,822.59 each) between the St. Paul's Trust and Endowment fund in accordance with the donor's request. Monthly rents received from the tenants offset expenses such as HOA costs as well as cleaning and preparing the condo for sale.

Pledge income was lower in 2019 than what was budgeted by \$20,914 but was partially offset by higher other income (by \$3,153) and the condo rental fees (by \$1,754).

Expenses were higher in 2019 than 2018 by approximately \$28,000. Half of the increase was in program expenses, which included increases in the music program, coffee hour and other programs. Other increases were in exterior maintenance and repair and were for trimming trees and also taking care of a bat issue.

Along with the addition of approximately \$100,000 to both the Endowment fund and St. Paul's Trust from the sale of the condo – both funds appreciated in 2019. The St. Paul's Trust had an ending balance of \$274,000, up from 2018's balance of \$141,000. There were no withdrawals from the fund in 2019. The Endowment account ended at \$1,891,000, up from 2018's balance of \$1,525,000 and includes the 2018 withdrawal of \$44,500 taken in early 2019. Finally, the planned 2019 distribution has not yet occurred. The Vestry approves a 3 percent distribution of the Endowment annually, which is estimated at \$57,000 based on the December 31<sup>st</sup> 2019 balance.

The 2020 budget for pledges and other income was reverted back to 2018 budget levels. We had another successful pledge drive with 95 family units down from 111 in 2019. We also continue to budget \$60,000 for other income which is in line with past years. The rental and usage fee budget contains only the annual budget for the preschool as no other rental income will be received in the upcoming year.

Changes in expense items include:

- Increases in payroll and benefits with Vestry approved salary increases to Kurt and other lay staff members.
- Exterior painting which did not occur in 2019 is planned for spring 2020. We expect to paint the entire exterior for \$39,660 which is lower than our previous estimates.
- Adjusted some expenses to be in line with 2019 actual spend.
- Planned endowment withdrawal of \$57,000.

Because of the above items, we anticipate an operations shortfall of \$60,000 for the calendar year. Please note that the 2020 budget does not include any budgeted amounts for the plans for the two houses adjacent to the parish property.

See the included budget for more detail and feel free to talk to any Vestry member about the 2020 budget. We would be happy to discuss it with you further.

Respectfully submitted,  
Melissa Wank  
St. Paul's Treasurer

St Paul's Episcopal Church  
Results for 2018 and 2019  
Budget 2019 and 2020

Account	Annual	Annual	Total	Total
	Actual 2018	Actual 2019	Budget 2019	Budget 2020
	Jan - Dec	Jan-Dec	Jan - Dec	Jan - Dec
<b>Income</b>				
<b>Pledge Income*</b>	\$304,025	\$294,086	\$315,000	300,000
Other Income	\$103,745	\$63,153	\$80,000	60,000
Pantry Donations	\$6,465	\$8,522	\$4,000	4,000
Rental & Usage Fees	\$21,632	\$30,404	\$28,650	26,000
<b>Total Cash Inflows</b>	<b>435,867</b>	<b>396,165</b>	<b>407,650</b>	<b>390,000</b>
<b>Expenses</b>				
	82,787	93,319		
5100 Clergy (Wage, Housing, SE Tax)	72,041	76,273	93,920	95,878
5102 Lay Staff Wages and Salary	5,332	5,592	66,755	81,230
5201 Payroll Tax	8,136	9,396	5,107	6,214
5202 Insurance (Health)	17,290	18,014	9,571	10,738
5203 Pension Expenses	24	467	18,511	19,375
5204-5209 Other Employee Expenses	<b>185,610</b>	<b>203,061</b>		0
<b>Total Salary &amp; Payroll Tax</b>			<b>193,864</b>	<b>213,436</b>
5000 Diocesan Assessment	38,535	42,388	40,000	44,000
5204 Clergy Transition	6,000	6,000	6,000	6,000
5301 Entertainment/meals	613	87	500	500
5302 Travel	2	319	350	350
5303 Book Periodicals	0	0	100	100
5304 Mileage Allowance	1,112	1,173	1,000	1,100
5305 Membership/Dues	1,578	1,342	1,700	1,700
5306 Cell Phone Expense	300	300	300	300
5307 Food Expense	3,952	1,318	2,000	2,000
5308 Worship Supplies	1,705	5,313	900	900
5309 Christian Education Supplies	0		1,500	1,500
5310 Candles	699	1,067	1,200	1,200
5311 Flowers	6,767	5,837	7,600	7,600
5312 Supply Clergy	1,750	3,216	1,500	1,900
5313 Coffee Hour	0	0	500	500
5314 Classroom Supplies	0	0	500	500
5320 Interim Rector Rent				
5300 Other General Expenses				
5400 Program Expenses	31,152	45,584	40,000	40,000
5600 Repair & Maintenance Other				
5601 Property Mgmt Fee				
5602 Elevator Main & Repair	4,053	3,170	4,000	4,600
5603 Equipment Main & Repair		1,693	1,500	1,500
5604 Exterior Maintenance & Repair	2,775	10,627	55,000	39,660
5605 Fire & Security	8,101	6,124	8,500	8,500
5606 Grounds	9,513	10,219	10,000	10,500
5607 Interior Main & Repair	4,700	4,876	6,300	3,500
5608 HVAC	6,910	5,302	7,000	6,600
5609 Sewer Grinder Contract	0	0	900	900
5610 Janitorial	21,619	21,311	16,000	19,560
5611 Major Main & Repair	7,320			
5612 Sound Equipment				
5614 Property Improvements	3,400	650		
5615 Equipment Purchase Expense	2,387			
5800 Utilities	43,978	44,721	48,000	45,000
5900 Communications	0		300	2,500
5900 Office Expenses	41,378	38,257	40,000	40,000
6000-6100 Other Expenses				
<b>Total Expenses</b>	<b>435,909</b>	<b>463,955</b>	<b>497,014</b>	<b>506,406</b>
<b>NET INFLOWS/OUTFLOWS - Operating</b>	<b>\$ (42)</b>	<b>\$ (67,790)</b>	<b>\$ (89,364)</b>	<b>\$ (116,406)</b>
Emergency Reserve (if needed)			\$0	
Endowment Distribution	\$44,500	\$44,500	\$45,000	56,735
Trust Distribution			\$0	
<b>Funds to Cover Operating Shortfall</b>	<b>\$ 44,500</b>	<b>\$ 44,500</b>	<b>\$ 45,000</b>	<b>\$ 56,735</b>
<b>TOTAL PARISH CASH IN/(OUT) FLOWS</b>	<b>\$ 44,458</b>	<b>\$ (23,290)</b>	<b>\$ (44,364)</b>	<b>\$ (59,671)</b>
<i>Property Donation</i>	\$200,000	\$0	\$0	\$0



## 2019 Annual Report to the Parish Rector

- 1) Relationship with community (Diocesan and Salt Lake City)
  - Food Pantry (Lori Morris with leads Terri Drashner and Herman Beck)
  - Pride (Christian Larsen)
  - Commission on Ministry (myself and David Reed)
  - Diocesan Audit (Erin Saunders, Will Grua and Kristy Muday)
  - Standing Committee (Russ Pack)
  - Episcopal Management Corporation (Barbara Greenlee)
  - Bringing Tracey Lind and Emily Ingalls
  - General Convention deputies (David Reed, Kristin Madden, Rhonda Uber)
  - Bishop Search Committee (Rhonda Dossett)
  
  - Social Issues (Medicare Expansion, Medical Marijuana, Food Tax)
  - Community Celebrations (John Bennett Memorial, the yearly Interfaith service)
  - Rooted in Jesus
  
- 2) Children and Youth
  - Our Program
  - Go Mondays
  - Camp Tuttle
  
- 3) Christian Formation
  - Two weekly Rector Studies
  - Wednesday Conversation Group
  - Book Club
  - EFM
  - Sunday 9:15am programs
  - Baptism/Confirmation/Reception
  - Film as Spiritual Practice
  
- 4) Communal FUN
  - Shrove Tuesday
  - The Bee's Baseball Game
  - Pie and Beer Day
  - Ocktoberfest
  - Requiem Reception (and many other receptions)
  
- 5) CHALLENGE: Sharing the honor of hospitality
  - welcoming
  - engaging
  - serving (coffee hours and community celebrations)

THANKSGIVINGS:

The outgoing Vestry members: Christian Larsen, Katherine Zavodni, Peter Christe, and Martin Stolz  
Colt Smith, the outgoing Jr Warden (the new website, Pie and Beer)

Selma, Charles, and Cliff

Emily Nelson and Ingrid VanZanten

John Rowe and the Altar Guild

Anne Campbell "outing" herself as a clergy person

Russ Pack and the Stewardship team

Dianne Frantz and the Social events

The Vestry as a whole, and all of their families

Sr. Warden John Schaffer