



# St. Mary's Episcopal Church 2021 Annual Report





# St. Mary's Mission Statement

St. Mary's is a community of Christian worship, well-being and service.

## 2021 Ministry Priority

Continue to support and develop Invite Welcome Connect as a way of living into our mission.

## 2021 Leadership Priorities

- Continue with reorganizing for growth, by crafting a staffing plan that reflects our needs and ministry priorities in 2020 and into the future.
- Continue (and complete!) the historic church renewal project.
- Continue to manage and be good and responsible stewards for all of our resources – money (pledges, endowment and grants), property, building and grounds, and people.

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### Staff

The Reverend Jennifer Pedrick, *Rector* ~ Karen Laroche, *Parish Administrator* ~ Michael Templeton, *Pastoral Musician*  
Jon Walker, *Property Manager*

# Rector's Report 2021

*Do not be afraid; from now on you will be catching people.* - Jesus of Nazareth to a fisherman

Each year before I write my annual report, I read the other submissions. In reviewing this document, I am inspired by the depth and breadth of what God has done through our church in 2021. Flourishing is not a word we have applied to very many communities or situations lately. As you read this report, however, and witness the variety of ways we have gathered for worship, supported well-being, and offered service, you will see that St. Mary's is indeed flourishing.

There are several objective markers of this flourishing. In terms of catching people, we continued to host guests whether we were worshiping online, outdoors, or in person. This resulted in our October welcome celebration of the forty new members who have joined St. Mary's since the pandemic began. In 2021, twenty-two new members joined our church! Our financial reports show that despite the uncertainty of the last year, our members and friends have given generously and our leaders have managed our resources prudently. We have steadily maintained and improved our buildings and property. In 2022, I have confidence that we will complete the multi-year process of restoring the historic church. Each and every one of us will have a part to play in this ministry of giving financially, praying fervently, and celebrating joyously as we finish this restoration work of our generation.

Throughout the last year we adapted our ministries, our worship and many opportunities for service. It is

a testament to our leaders' faithfulness and perseverance that no matter the many challenges, we have shown up in faith. These reports outline how we, as a church, continued to follow Jesus, catching people.

Signs of our flourishing are evident in the photos and memories we have from the past year. In this report you clearly see the joy, vibrancy, love, hospitality and fun that we shared in 2021. These photos highlight our church as a body of people connected in Christ and nurturing relationships. There are many more relationships than we could ever capture in photos - relationships that sustain individuals, heal those in need, and grow our church.

I give thanks for the skill and generosity of our staff: Karen Laroche, Michael Templeton, and Jon Walker; as well as the leaders of our ministries and our officers and vestry.

Thank you to Murry Edwards who has compiled, edited and designed this annual report. Thank you to each person who contributed to this report or whose relationships and ministry are represented here. I am grateful that God continues to call me to serve alongside you. Here's to our next year of flourishing, catching people, and following Jesus! I have come to accept that our common life will be filled with uncertainty, but one thing I know for sure, we will be blessed.

Gratefully,  
Jennifer+



# 2022 Annual Meeting of the Corporation

## Sunday, February 6, 2022

- Call to order and Invocation– The Rev'd Jennifer Pedrick, Rector
- Determination of a Quorum – Mattie Gustafson, Clerk
- Acceptance of the minutes of the 2021 annual meeting
- Acceptance of 2021 annual reports by title as published
- Acknowledgement and gratitude for retiring and other leaders - Jennifer Pedrick
- Nominating Committee Report and Elections – Christine Winslow, Chairperson of the Nominating Committee
- Financial and Investment Report for 2021 – David Brierley, Treasurer
- Budget for 2022 – David Brierley
- Historic Church Restoration Report -- Jennifer Pedrick and Ron Machtley
- Closing Prayer and Adjournment – Jennifer Pedrick

### ***From the Bylaws of St. Mary's Church, Portsmouth***

**Article IV, Section 1. Membership.** The Members of the Parish shall be all persons who have received the Sacrament of Holy Baptism and are registered as members of the Parish. The Voting Members of the Parish shall be the rector or minister in charge and all Member communicants of eighteen years and over who are regular worshippers in the Parish, and who are not in arrears in the fulfillment of the pledges to support the Parish.

## St. Mary's Vital Statistics 2021

Baptisms	2
Confirmations	0
Receptions	0
New Members	22
Deaths of Members	6
Active Membership	299

# Minutes of the 2021 Meeting of the Corporation of St. Mary's via ZOOM

Sunday, February 7, 2021

The Rector, the Rev. Jennifer Pedrick, called the 2021 Annual Meeting of St. Mary's Corporation to order at 12:34 p.m. She thanked Murry Edwards for putting together a wonderful Annual Report, and all those who submitted information and reports.

The Rector then offered a prayer.

Mattie Gustafson, Parish Clerk, confirmed that a quorum was present. (21 members are required for a quorum. We had 50 Zoom attendees - 6 frames of which were doubles - for a grand total of 56 attendees.)

A motion was made and seconded to accept the minutes, as corrected, from the 2020 Annual Meeting, held on February 2, 2020. The motion was passed.

A motion was made and seconded to accept the 2020 Annual Report and its contents, excluding the report from the Nominating Committee, the Financial Report and the Proposed 2021 Annual Budget. The motion passed.

## **Acknowledgment of Retiring Vestry Officers**

Chris Bartlett has served St. Mary's for four years as Treasurer; his firm provided bookkeeping and bill paying services gratis. He brought to his ministry a perspective and a goal of creating financial health that has made a material change in our finances. He has led us to reduce the draw on our endowment to a prudent level, for the first time in many years. In addition to this careful ministry, Chris has given St. Mary's his gift of wise oversight. Chris has been a faithful steward and diligent minister of Christ. We are grateful.

Paul Westrom has been Junior Warden and head of the Historic Church Restoration Team. He inherited responsibility for a treasured building that was leaking top to bottom, covered in mold, and in need of updating. Under Paul's leadership the historic church is entering the last phase of that restoration process. In addition to this, much of the rest of our property had many immediate repair needs that had been deferred for a long time. Each and every one of our buildings has been returned to excellent shape, each with a new roof and a water tight envelope. Paul leaves us with a plan for upcoming maintenance to continue to care for our property. Paul, we thank you.

Murry Edwards - It would be difficult to capture in words the depth and breadth of how Murry Edwards has impacted this church through her ministry as Sr. Warden. In her role, she has been a minister of Christ, faithful in service and in leadership. She has done the work that needs to be done, and she has cared for both people and this place. She has been a constant, faithful companion for me offering her unique wisdom, gifts, and humor and care for the mission and ministry of this church. She has overseen the work of the vestry, and empowered the ministry of other leaders. Thank you, on behalf of all of us, Murry - we thank God for you.

Jennifer then went on to name and thank all the various leaders and staff who played so critical a part in the success of this past year:

Vestry: Mattie Gustafson, Clerk and all Vestry members

Staff : Karen Laroche - Parish Administrator; Jon Walker - Property Manager; and Michael Templeton - Pastoral Musician.

Committee Chairs: David Brierley, Stewardship; Bill Hall, Finance; Jeff Belden, Sarah Gibbs Trust; Pauline Davis, Pastoral Care Commission; Lynn Carlson LeBlanc, Social Issues and Service Ministries; Communication – Ray Edler, editor of weekly eNews; Mattie Gustafson and Murry Edwards, website stewards; and all who lead worship, administrative and outreach ministries.

### **Nominating Committee Report**

Murry, Senior Warden and Chair of the Nominating Committee, presented the slate of nominations for the coming year: For Vestry: for 2 year terms, ending in 2023: Peter Collins and Julie Zecher; and for 3 year terms, ending in 2024: Chris Bartlett, Lee Ferreira, and Richard Updegrove

For Officers of the Corporation for 3 year terms, ending 2024: for Senior Warden, Marlo Pratt; for Junior Warden, George LeBlanc, and for Treasurer, David Brierley

For Delegates to Diocesan Convention: Paul Westrom and Harry Gustafson; for alternates Judy Hall and Murry Edwards.

No nominations from the floor were forthcoming. A motion was made and seconded to close the nominations. Motion passed. A motion was made and seconded to cast one vote for the entire slate of nominees. Motion passed.

### **Financial Report and 2021 Proposed Budget**

Chris Bartlett presented a short overview of the Financial Report. He said that our financial picture was amazing, especially after such a difficult and uncertain year. Expenses saw nothing significantly out of line, and the draw on the Endowment was down to about 7%. Next year he is hoping we will come close to reaching our goal of a reasonable draw – e.g., 5.5%. Karen L. expressed her thanks to Chris for making her job so much easier.

A motion was made and seconded to accept the 2020 Financial Report. The motion passed.

Then Chris presented the proposed Budget for 2021 (see page 14 in the 2020 Annual Report). There are two material changes: maintenance of grounds has been increased; personnel expenses have been decreased. These two changes have essentially balanced each other out.

A motion was made and seconded to accept the Proposed Budget for 2021. Motion passed.

### **A thank-you from Murry**

Murry took the floor (the screen?) to thank everyone who had made her term as Senior Warden possible. She also thanked Jennifer for her leadership, and her family for their support.

Jennifer offered a closing prayer, and the meeting adjourned at 1:06 p.m.

Respectfully submitted,

Mattie Gustafson, Clerk



## 2021 Officers of the Corporation and Members of the Vestry

Marlo Pratt, Sr. Warden, 2024  
George LeBlanc, Jr. Warden, 2024  
David Brierley, Treasurer, 2024  
Mattie Gustafson, Clerk, 2023

**Class of 2022:** Dave Ferkinhoff, David Spangler, Christine Winslow

**Class of 2023:** Peter Collins, Matt Spohn, Julie Zecher

**Class of 2024:** Chris Bartlett, Lee Ferreira, Richard Updegrave

## 2022 Nominating Committee Report

For a 2-year term on the vestry ending in 2024: Anne Wood

Each for a 3-year term on the vestry ending in 2025: Jon Corbishley, Ray Edler, Rita Verespy

For diocesan convention for 2022:

As delegates: Dave Ferkinhoff and Richard Updegrave

As alternates: Ray Edler and Harry Gustafson

*Committee: Murry Edwards, David Ferkinhoff, David Spengler, and Christine Winslow, Chair*

## Senior Warden's Report

When I look back on 2021 one word comes to mind... perseverance.

Here at St. Mary's, we have been persistent at achieving our goals in spite of all the challenges that came our way. With the help and guidance from our staff's leadership and their tireless work, we have grown as a community--literally and figuratively. In 2021 our St. Mary's membership continued to grow with 25 new members joining. We also enjoyed a generous 4.8% increase in our giving. This shows the grace of God's steadfast love for our St. Mary's Church community.

As a church, we have come together to worship, pray for one another, sing with open hearts, and gather to learn more about the holy scriptures all during turbulent times. We have expanded our ministries and have adapted new ways in which to better suit our needs with existing ministries. During all this, I have seen new friendships form and old friendships grow even deeper with one another. These relationships are

strong because we have taken the time to nurture them with love and kindness, all with God's help.

We have come together as a church. We have been faithful members in sharing our gifts with the Church and with our Community. We have helped spread the good news of God's love for all of us. It has been my sincere pleasure to serve you as your senior warden and I'm looking forward to the next two years!

I encourage you to share with your friends, neighbors, and your loved ones the good news here at St. Mary's. Invite them to be a part of a spiritual, loving, and growing community. May God shine through you and your relationships. I truly have faith and believe that 2022 will be our year to celebrate here at St. Mary's Church.

Faithfully,  
Marlo Pratt, Senior Warden



# Work of the Vestry 2021

*This outlines major votes of the vestry in 2021. It does not include administrative or pro forma votes for 2021.*

**January 28, 2021:** Vestry approved spending no more than \$2000 from the general fund to extend Wi-Fi coverage to the historic church.

**March 2, 2021 (EMAIL Motion):** The Vestry approved the purchase of 2 new gas fired forced hot air furnaces for the Gibbs House for a price not to exceed \$8000 to replace the larger furnace (Zone 1) which has failed, and the smaller furnace (Zone 2) which is still working but is the same age and likely to fail soon.

**March 25, 2021:** The following people were appointed for a 1-year term to St. Mary's Investment Committee: Jeff Belden; Edye DeMarco; Ted Bierman; Michelle Freitas; David Brierley, *ex officio*; and Chris Bartlett, who will serve as Chair.

**April 22, 2021:** Approved signing a Letter of Intent for the Episcopal Camp RI Solar project, with the selection of the zero-cost option, which affords us a projected savings of 20%.

**May 27, 2021:** At the request of the Tuck Scholarship Committee approved the following: "Tuck Scholarship Fund award \$1000 to qualified students for one summer course, and \$2000 for two or more summer courses."

Approved a motion to re-commence the fundraising process for the HCRT, using \$450,000 as our goal.

Accepted proposed Goals and Strategies for 2021.

Constituted a Personnel Committee and charged them with creating a Personnel Handbook and the review current personnel policies.

**June 24, 2021:** Approved purchase of bringing electricity and Wi-Fi to the Worship Shell. This purchase is not to exceed \$2500 and is subject to approval by the Rector.



Approved spending \$7980 to remove and trim the trees identified in the proposal by Northeast Tree dated 8 July 2021.

**June 28, 2021 (EMAIL Motion):** Authorized hiring North-Eastern Tree Service to remove a fallen tree in the cemetery behind the Chapel. They have provided a quote of \$3,980.80.

**October 1, 2021 (EMAIL Motion):** Approved acceptance of an anonymous gift of a stock transfer valued at approximately \$5000 to be used for tree management on our property.

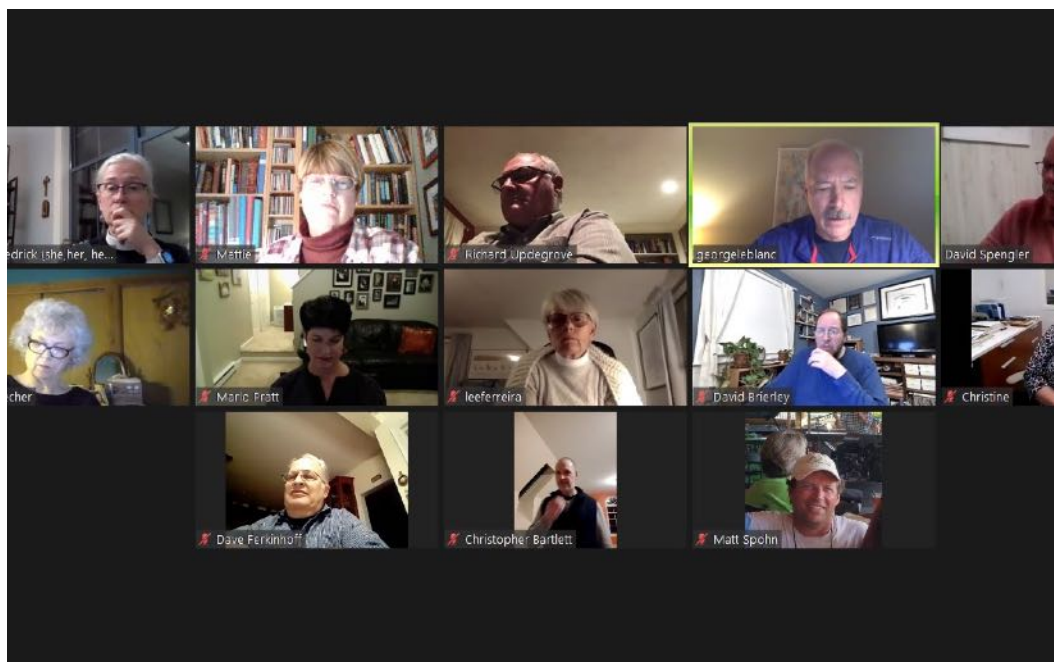
**November 18, 2022:** Accepted a new and revised Vestry Covenant.

Approved Jennifer's request to participate in a 6-week pilgrimage and a 2-year online course in spiritual direction.

Gave Junior Warden George LeBlanc the authority to sign a contract with Bruno Painting, and thus lock-in the bid of \$44,935 for the painting and repair of the Rectory.

Affirmed our participation in the ECC Solar Panel project at the 0-cost level.

**December 16, 2021:** Approved use of the income and growth only from the Parker Organ Fund to purchase a new organ console and audio system for the historic church which will cost \$67,341.



# Invite Welcome Connect

Invite Welcome Connect (IWC) is a process that has been adopted within the Episcopal Church. Within each parish it is a transformation designed to move the Church from maintenance to mission.

St. Mary's Church made the decision to implement Invite Welcome Connect prior to the COVID-19 pandemic. Early in 2020 that decision was put on hold as the church closed and online worship became the only way for parishioners to "gather". As different ministries began to open up this year, introduction of Invite, Welcome, Connect was re-visited. In June a new team was selected to implement it at St Mary's Church. Lee Ferreira is the Invite, Welcome, Connect lead, Mattie Gustafson is heading up the Invite portion, and Murry Edwards is heading up Connect. The Welcome portion is currently without a leader, but the group felt that the three current leaders can oversee all efforts until a leader for Welcome is named.

Much time and effort has been spent learning about IWC and considering how to introduce it throughout the parish. The team has learned that this is not a program, but it is a process of transformation, and **a means to empower the parish and the parishioners to develop practices of evangelism, hospitality and belonging within each ministry, present and future.** A presentation on Invite, Welcome, Connect was given to, and supported by, the Vestry in September.

The next step was to introduce Invite Welcome, Connect throughout the parish.

This effort, however, is still impacted by the pandemic, and further introduction has been delayed. Living with COVID-19 continues to be a strain, parishioners continually must evaluate their safety in terms of gathering; and many resources are limited. The effort will continue, and like the greater St. Mary's parish, innovation and flexibility will be paramount.

Accomplishments:

In September, Connect provided support for the Stewardship Committee as they sponsored an outdoor ministry fair that highlighted **the many ways that members could connect** with the parish. Every ministry possible had a table that

included a description of the ministry as well as an opportunity to sign-up for the ministry. The Historic Church was open for tours and questions, so parishioners could see where we were in the process of the interior renovation. From the ministry fair, many ministries had new members join in their service to St. Mary's, the community, and God.

An example of the implementation of IWC is the change seen in the Welcome Team. With a goal of welcoming parishioners as well as visitors into the life of St Mary's Church, **the responsibilities of greeters at Sunday service have been changed to put an emphasis on welcoming rather than simply greeting.** The number of greeters has increased, to ensure that everyone arriving at service is welcomed. Murry has offered several training sessions to help greeters feel more comfortable with this new, expanded mission.

Forty new members joined the parish this year. A Welcome Weekend was held in October to celebrate them. They were invited to St. Mary's at Sunday service and **welcomed at a special brunch following worship.**

The Advent season was a perfect opportunity to reach out to the parish, as well as the greater community, and to Invite Welcome and Connect people to St. Mary's. Business cards with a winter scene of the Historic Church were printed up. These contained a link to connect to the St. Mary's Church website and the schedule for all Advent/Christmas events. These were readily available to all in the gathering space.

The first Advent event was advertised on the sign on the property and was an invitation to all to attend the lighting of the church grounds and **a reading of Advent Lessons and Carols.** A selection of supplies of Advent wreaths and Advent readings were available to all in the gathering space in the parish office to help prepare for Christmas.

Invitations to celebrate St. Nicholas Day were extended to all through the eNews and the parish website. St Nicholas filled the shoes of the children at the 9:00 service with treats and gave a special message to all.

*Respectfully, Lee Ferreira, Chair*

# Worship



Our weekly worship services offered the members and friends of St. Mary's the opportunity to gather either in-person or online. Under the guidance of the Moving Forward Task Force, worship was held in the best possible ways to ensure the quality of worship and safety of the community.

As 2021 began, worship was moved from outdoors to online due to the winter weather. The Rev. Jennifer Pedrick led a faithful group of ministers who gathered weekly through Palm Sunday to livestream the 10:30 service from the St. George's Chapel.

During these months, Marlo Pratt coordinated a clever way to **"fill the seats" of the chapel**. Parishioners submitted their photos to be made into cutouts which were then put in the chairs of the chapel or the pews of the historic church during worship. This not only gave those leading worship a sense that they weren't alone, but it also raised funds for the MLK Community Center.

Following each service, Rev. Pedrick offered a **drive-through communion** for all in front of the historic church or from the steps of the parish house. On Palm Sunday, those who came for communion also received palms.

**Easter was a glorious event.** We gathered for the first time in months as a community on

the lawn for outdoor worship. Michael Templeton and the choir provided special music for the service that included celebratory instruments. With the move to outdoor worship drive-through communion wasn't offered unless the weather was bad, and the service was only live-streamed from the St. George's Chapel.

We stayed outside through October unless the weather did not cooperate. **On July 25th we worshiped together in the St. George's Chapel, our first indoor worship in 16 months.**

Worship indoors required that all wear masks, keep socially distanced, practice good hand hygiene, and that windows were open for good ventilation.

Because of the increased use of audio-visual technology during worship, new ministries evolved. **Live-streaming our worship services became an embedded part of our worship**, and this new ministry grew. David Cozzens assumed leadership of a new team that rotated weekly and provided written procedures to help new videographers. In order to hear what was being streamed, the sound system had to be monitored as well. The audio team, under David Brierley's leadership, also grew as new members joined in making sure that all could hear. Both of



these ministries brought new people to God's word and to St. Mary's.

As we moved indoors, the **greeters took a more active role in welcoming people to St. Mary's.** As the "first face" of St. Mary's, they began to intentionally welcome visitors to worship. They trained and practiced this ministry. Again, new faces became greeters, and they were welcomed to the ministry as well as welcomers to St. Mary's.

While many chose to worship online for their own health and well-being, average **Sunday attendance remained steady with 80-90** people joining together weekly in the Chapel.

A major change in worship came at Christmas. For Christmas Eve we had two services – one at 4:00 and another at 6:00. Because of the need to socially distance, the capacity for each service was capped at 110 for in-person worship. In order to ensure a seat for all who wanted to come to either service, **we took reservations for Christmas Eve.** Using Sign-Up Genius, an online reservation platform, we were able to accommodate all who wanted to join in our celebratory worship.

An added benefit to taking reservations was that we also got email addresses for those who registered which allowed us to connect to visitors easily.

Those who worshiped on Christmas Eve – whether in-person or online – participated in an event that seemed "normal" after so long of "the new normal". The Chapel was decorated with greens and memorial or thanksgiving poinsettias, and the choir led the service with celebratory music. Under Michael Templeton's direction, the choir, visiting vocalists, and instrumentalists filled the space with Christmas *glorias*.

Throughout all of these changes, some new forms of worship from last year became solid foundations of St. Mary's life. Online Evening Prayer continued nightly to bring together a faithful group for worship at 5:30. The bell-ringing ministry continued at noon to let all know of St. Mary's presence in Portsmouth.

The **pre-COVID-19 Worship Team format returned with the move to indoor worship.** Under the leadership of the Rev. Jennifer Pedrick, the team reformed itself and its ministries. Leaders for various ministries were Sheila Benevides, acolytes; Anne Wood, lectors; Jennie Nestlerode, altar guild; Carol Brierley, Evening Prayer; Carole Nicodemus, lay eucharistic ministers; Joanne Gracia, flowers; Murry Edwards, greeters; and Michael Templeton, pastoral musician.

*Contributor: The Rev. Jennifer Pedrick*



# Well-Being



Throughout the continued COVID-19 pandemic, the Moving Forward Task Force met to ensure the well-being and safety of the parish. Made up of the Rev. Jennifer Pedrick, Karen LaRoche, Marlo Pratt, George LeBlanc, David Brierley, and Murry Edwards, the team looked at every part of life at St. Mary's using state and national guidelines as a basis for evaluation as well as the guidelines for decision making that they developed in 2020. Issues that the team took on included whether to worship indoors or out (and if so, how to do so carefully), building use by outside groups as well as St. Mary's ministries, gathering for community events such as Pentecost and Christmas Eve, and ways to maintain emotional and spiritual health. Throughout this annual report the decisions of the team as well as the internalization of the pandemic situation by ministry leaders demonstrate ways of adapting that helped St. Mary's not only maintain but thrive during the first full year of the COVID-19 pandemic. Because of the hard work done in 2020 and the introduction of vaccines, the team decided to end its weekly meetings in June and meet on an as-needed basis.

The Pastoral Care team and its various components continued to tend to overall parish well-being.

The prayer card ministry continued to reach out to many members and friends of St. Mary's who have been affected by the COVID-19 virus or who have helped us or others in many ways during this unusual time. More than 100 cards were sent 2022. The cards consist of an appropriate Bible verse for the occasion, a personal note, and a signature from "the Pastoral Care Team".

The team sent several cards at various times during the year to our homebound and nursing home members. Other mailings that went out were to the vestry in thanksgiving for their service, the outdoor service volunteers, two mailings to those in the healthcare field

and sympathy cards when requested by Jennifer or Pauline.

The Community Outreach Team focused on stroke awareness as an element of physical well-being. Lynn Carlson-LeBlanc presented how to recognize stroke symptoms at the beginning of a worship service and had refrigerator magnets available for those present as well as people who might later visit the church. The team also made stroke awareness part of its Day of Service event in September.

Our social well-being was brought to the front this year as we learned how to adapt to a heightened sense of responsibility for the health of those in our community.

So, we celebrated several outdoor parish-wide events. For **Pentecost we had a "bring your own food" picnic** on the lawn. Rather than have birthday cake, we celebrated with individually wrapped cookies. The **first coffee hour in 15 months** was celebrated at the blessing of the Community Garden.

As people became vaccinated groups began to meet again in person with COVID-19 safeguards in place.

The **Prayer Shawl ministry first met outdoors as the weather allowed, and then moved indoors to their usual meeting space in the adult ed room.** The members practiced good COVID-19 procedures – masking, social distancing, circulating air. There are also several members of the Parish who worked on projects at home. The knitters welcomed three new members to their weekly gatherings for a total of 18 members.

The **collation ministry celebrated Susan Kelchner's fifteen years of leadership** at a luncheon. Over thirty people who have supported this ministry joined in thanking

Susan. The turnout is a testimony to Susan as well as to the importance of offering hospitality to grieving families.

Judy Hall assumed the leadership of the collations and coordinated **our first pandemic collation**. She and a group of volunteers creatively used the lower level patio space of the parish house to welcome family and friends for a time of food and fellowship following a funeral. The streamlined collation and the welcoming outdoor space were well-received and nourished those who were grieving.

In the fall **we regathered in person for Adult Bible Study**. Psalm 119:105- *"Thy word is a lamp unto my feet and a light unto my path"* was certainly evident. The discussion of St. Matthew's Sermon on the Mount showed us that God's word sheds much light on what it means to walk the path of Christian faith. Together, around God's word we both wrestle with and rest in God's endless invitation to come and be transformed in both our hearts and our lives.

And while we were returning indoors, some things just had to continue outdoors.

The Community Garden had several gardeners return from previous years as well as enthusiastic new faces and volunteers. **Almost all plots were used** in addition to the Sea Rose summer student gardening program and our wonderful pastoral care flower beds. Fresh produce donations were made to the Dr. Martin Luther King Center, and pastoral care flower gardens provided comforting bouquets to our community and beautiful arrangements for our parish services. New this year was **the addition of the St. Mary's Community Garden Facebook group**. Yes! The gardeners are tech savvy – or at least they try. The Facebook group was quite successful in sharing information, ideas, and garden photos.

We hosted a Trunk or Treat event for Halloween. After last year's **HUGE** success, we planned for 200 trick-or-treaters. People generously donated hundreds of pieces of candy.

The knitting group gathered one morning to put the candy in bags; college students returned home to participate; and ten families and friends sponsored cars for handing out candy. We rerouted the cars through the church property to keep them from backing up on East Main Road and used Island Day Care's driveway as an exit. All was ready for a large turnout. However, this year about twenty-five trick-or-treaters attended the event. Those members of the parish who participated in the event from donating candy to decorating a car or directing traffic **enjoyed the sense of community that this effort fostered, and their sense of well-being was great!**

The Adeline Tuck Fund Scholarship awarded \$48,000 in scholarships to St. Mary's members and helped with their financial wellbeing. In 2021, the Fund extended the scholarships to include technical school and retraining for new jobs. **Because of COVID-19, the committee expanded the scholarship to summer coursework as well as the traditional fall and spring semesters.** Applicants were eligible for up to \$2000 (or \$1000 per class) for summer school. Recipients of Tuck Fund scholarships included Caroline Hall, Michael Adkins, Savannah Kacher, Jenny Williams, Andrew Gustafson, Abby Kaull, Connor Pratt, Jane Kaull, Claire Williams, Bella DeAngelo, Rayna Lombardo, Emma Adkins, Sarah Freitas, Melanie Williams, and Hailey Pratt. The Tuck Fund committee also welcomed several new members in 2021.

*Contributors: Pauline Davis, Connie Dealy, Murry Edwards, Karen Laroche*





# Service



Although COVID-19 restrictions continued to impact all of us, service at St. Mary's continued to not only thrive but to grow and offer new opportunities for members to connect with each other and the wider community.

The Community Outreach Team was integral in bringing these opportunities to the parish. The team grew not only in the ministries that it offered but in new members as well. From the September ministry fair, they **welcomed new members to the team.**

A **book discussion** for St. Mary's members about *Waking Up White* by Deb Irving met twice in February via Zoom for some thought-provoking discussion. In conjunction with the book group, a new initiative in February for Black History Month was a book drive to collect children's books celebrating people of color for the Dr. Martin Luther King Jr. Community Center. Over eighty **books appropriate for preschoolers to middle schoolers were donated to the center to support its preschool and after school programs.** The Community Outreach Team provided a framework for intentional service for this month.

St. Mary's supported the MLK Community Center in other ways as well. Heather Strout, center director, visited St. Mary's in January to share information regarding the ongoing work that the

Center does. In November St. Mary's continued the tradition of providing gifts for "Santa's Workshop" at the MLK Community Center. As always, the parishioners of St. Mary's were extremely generous, and we collected over 100 toys, books, and teen items along with approximately \$200 in gift cards and some wrapping paper.

To end the year, the holiday food trees were put up in the St. George's Chapel for food collection for the MLK Community Center. Overall, St. Mary's contributed just over 3000 pounds of food to the MLKCC. Based on a standard from the non-profit organization Feeding America, our donations were worth \$5050! Donations left in the baskets in the entrance to the Parish House or dropped off at the welcoming table during outside worship were delivered regularly to the Food Pantry by St. Mary's volunteers. **New volunteers joined the effort this year in delivering donations** to the MLK Community Center.

The MLK Community Center was not the only recipient of St. Mary's generosity. The **Community Outreach Team collaborated with the Knitters Group in the spring to provide Mother's Day Baskets** to support new mothers served by agencies such as Lucy's Hearth, Baby Steps, and Child and Family

Services. Along with generous donations from our parishioners, we were able to fill 30 baskets with necessities such as bottles, diapers, ointment, and thermometers along with the beautiful hand-knitted items. The brimming baskets lined the path to the worship shell and were blessed at the outdoor service on Mother's Day.

The Community Outreach Team **organized and hosted the first Day of Service in September.**

After church that morning, 35 eager participants gathered on the lower level patio for a snack and send-off photo wearing new St. Mary's T-Shirts. The projects included a beach clean up, planting a pollinator garden on a section of the Aquidneck Land Trust, participating in a Stroke Awareness Campaign, making meatloaf and cookies for the Soup Kitchen, and planting environmental plants that were delivered to shut-ins. Given the COVID-19 pandemic, all of the activities, except for preparing food for the Soup Kitchen were outdoors. Fortunately, good weather prevailed, and the various projects allowed all ages and abilities to participate in this event that built community within and without the parish.

St. Mary's continued to feed people at the soup kitchen. Volunteers provided a bagged meal with a meatloaf sandwich and other sides. We generally had 22 to 35 guests who were always very appreciative of the meal (several have even said the meatloaf meal is their favorite). Although many regular volunteers had health concerns

related to the virus, many still made meatloaves, donated food, helped prepare the bagged meals, and distributed them at St. Paul's UMC in Newport. The ministry began to **use Signup Genius, an online platform, to coordinate food donations and volunteers.** Once again new volunteers joined the group, and as a result this **ministry grew.** We are extremely grateful for everyone that helped whether it is providing food, preparing the bags, or delivering and distributing the food to our guests at St. Paul's United Methodist Church in Newport.

The pandemic did not stop the knitting group from **serving members of our parish and local community.** They made 70 prayer shawls for adults and children, 2 baptism shawls, 2 lap robes, and 33 prayer patches. Their generosity extended to the Seaman's Church Institute (17 hat and scarf sets), the Dr. Martin Luther King Community Center Santa's Workshop ( 4 baby blankets, 95 hats, 26 scarves, 61 pairs of children's mittens, 1 child's sweater, 1 pair of booties). They **expanded their output even more when they included the Outreach Team's Mother's Day project** (17 baby blankets, 21 baby hats, 7 pairs of booties, 1 sweater).

Contributors: Jon Edwards, Dave Ferkinhoff, Elise LaParle-Garcia, Judy Hall, Susan Kelchner, Lynn Carlson-LeBlanc



# 2021 Financial and Investment Reports

## **INCOME:**

Pledge Income for 2021 came in approximately \$6,000 over budget! The two brightest spots on the income ledger were Donations and Sale of Gravelots, which came in \$25,000 and \$35,000 stronger than budgeted. All other income categories were also slightly stronger than budgeted.

## **EXPENSES:**

Things were a lot more volatile on the expense side of the budget. Approximately half of the budget line items were over budget but the other half were under budget. The fortunate overall impact of all of this up and down was that we ended the year at \$100 under budget!

## **ENDOWMENT:**

The financial markets finished strong again this year. This was reflected in our endowment performance, which ended the year up approximately 12%. Endowment draws finished the year at \$198,984, representing an approximately 5.8% draw for the year. The budget for next year projects a slight decrease in the endowment draw, bringing it down to 5.7%.

The Investment Committee met quarterly with the investment manager (Van Liew Capital) to review strategy, holdings and performance. There were no changes to the portfolio allocation, which continues to have an equity target between 60-70%. We continue to hold approximately 1 year of future draws in a conservative bond fund, which ensures that we would not need to liquidate investments into the teeth of a downturn should one occur.

## **LOOKING FORWARD - 2022 AND BEYOND:**

These financial results in the face of another extraordinarily challenging COVID-19 year are an incredible testament to the strength of our community.

Since taking over as treasurer my goals have been to learn as much from Chris Bartlett as I can and to continue striving towards an endowment draw of 5.5% or less. Chris has been extremely helpful and always willing to provide guidance and advice. Thank you very much for your assistance Chris.

*Respectfully yours,  
David Brierley, Treasurer*



# Proposed 2022 Budget

## ST. MARY'S CHURCH ANNUAL MEETING TREASURER'S REPORT (Preliminary, 1/31/2022) GENERAL AND RESTRICTED FUNDS

<u>INCOME STATEMENTS</u>	<u>Budget 2022</u>		<u>Budget 2021</u>		<u>Actual 2021</u>		<u>Actual 2020</u>	
<b>Income:</b>								
Pledges	\$270,000	48%	\$265,000	50%	\$270,954	37%	\$256,347	43%
Loose Offerings	\$10,000	2%	\$8,000	2%	\$11,593	1%	\$9,952	2%
Donations	\$5,000	1%	\$5,000	1%	\$30,099	1%	\$8,348	1%
Investment Income & Draw	\$219,212	39%	\$198,438	37%	\$209,273	38%	\$260,789	43%
Buildings & Land Use	\$44,800	8%	\$44,800	8%	\$82,415	8%	\$57,517	10%
Fundraising/Other	\$9,000	2%	\$9,000	2%	\$16,284	1%	\$9,278	2%
PPP Loan Forgiven		0%		0%	\$66,125	0%		0%
<b>Total Income</b>	<b>\$558,012</b>	<b>100%</b>	<b>\$530,238</b>	<b>100%</b>	<b>\$686,744</b>	<b>100%</b>	<b>\$602,231</b>	<b>100%</b>
<b>Expenditures:</b>								
Personnel(ex. Sexton)	\$314,200	56%	\$294,200	55%	\$291,506	55%	\$273,898	46%
Apportionment	\$68,662	12%	\$83,838	16%	\$68,662	13%	\$86,874	15%
Grounds(incl. Sexton)	\$17,000	3%	\$10,000	2%	\$12,535	2%	\$6,847	1%
Buildings & Utilities	\$91,500	16%	\$91,500	17%	\$89,755	17%	\$169,203	29%
Office	\$50,100	9%	\$37,100	7%	\$51,033	10%	\$47,110	8%
Outreach	\$4,500	1%	\$4,500	1%	\$6,857	1%	\$602	0%
Stewardship, Christian Formation, Music, Worship	\$12,050	2%	\$9,100	2%	\$9,780	2%	\$4,952	1%
<b>Total Expenditures</b>	<b>\$558,012</b>	<b>100%</b>	<b>\$530,238</b>	<b>100%</b>	<b>\$530,128</b>	<b>100%</b>	<b>\$589,486</b>	<b>100%</b>
<b>Net Operating Excess,(Deficit)</b>	<b>\$0</b>		<b>\$0</b>		<b>\$156,616</b>		<b>\$12,745</b>	

Remaining Balance - Historic Church Restoration Fund:

**\$ 308,000**      **\$ 105,390**

<u>BALANCE SHEETS</u>	<u>12/31/2021</u>	<u>12/31/2020</u>
<b>Assets:</b>		
Cash in Bank	\$232,193	\$206,832
Investments - Endowment	\$4,735,098	\$4,374,687
Cash - Oliphant Proceeds	\$0	\$0
Diocesan Investment Trust	\$286,334	\$256,929
HC Restoration Fund	\$280,737	\$80,728
Other Assets	\$10,535	\$11,693
<b>Total Assets</b>	<b>\$5,544,897</b>	<b>\$4,930,869</b>
<b>Liabilities:</b>		
Restricted Funds Deferred to Next Year	\$40,770	\$0
Other Liabilities	\$6,813	\$12,530
PPP Loan	\$0	\$66,125
<b>Fund Balances:</b>		
Fund Balance	\$5,497,314	\$4,852,214
<b>Total Liab's &amp; Fund Balance</b>	<b>\$5,544,896</b>	<b>\$4,930,869</b>

<u>PLEDGE HISTORY</u>				
	<u>Pledged</u>		<u>Received</u>	
	<u>\$</u>	<u>#</u>	<u>\$</u>	<u>%</u>
<b>2022</b>	\$261,444	112		
<b>2021</b>	\$251,334	110	\$270,954	108%
<b>2020</b>	\$259,834	120	\$256,347	99%
<b>2019</b>	\$265,050	123	\$280,277	106%
<b>2018</b>	\$218,112	113	\$231,980	106%
<b>2017</b>	\$232,138	126	\$242,329	104%
<b>2016</b>	\$220,372	125	\$218,124	99%
<b>2015</b>	\$227,156	133	\$220,381	97%
<b>2014</b>	\$197,921	134	\$202,510	102%
<b>2013</b>	\$240,221	153	\$226,479	94%
<b>2012</b>	\$249,374	160	\$238,555	96%



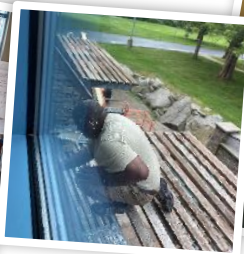
# Restricted Funds

## ST. MARY'S CHURCH ANNUAL MEETING TREASURER'S REPORT (Preliminary, 1/31/2022)

### RESTRICTED FUNDS

#### INCOME AND EXPENDITURES

	<u>2021</u>	<u>2020</u>
<b>Donations / Income:</b>		
Altar Guild	\$ 0	\$ 0
Churchyard & Grounds	\$ 0	\$ 20,341
Community Garden	\$ 0	\$ 0
Grounds & Parking Lots	\$ 0	\$ 0
Historic Church	\$ 245,477	\$ 73,587
New Parish House	\$ 0	\$ 33,302
Other	\$ 21,528	\$ 5,100
Tuck Fund	\$ 18,000	\$ 42,000
Capital Repairs	\$ 0	\$ 15,997
Prior Year Restricted Gifts Released		
Historic Church	\$ 0	\$ 100,000
Organ	\$ 67,341	\$ 0
	<u>\$ 352,347</u>	<u>\$ 290,326</u>
<b>Expenditures:</b>		
Churchyard & Grounds	\$ 15,080	\$ 14,191
Community Garden	\$ 0	\$ 0
Grounds & Parking Lots	\$ 0	\$ 0
Historic Church	\$ 39,525	\$ 173,516
Other	\$ 0	\$ 5,360
Stained Glass Windows	\$ 0	\$ 0
Tuck Scholarship Awards	\$ 45,000	\$ 42,000
Prior Year Restricted Gifts Expended		
Historic Church	\$ 0	\$ 0
Organ	\$ 67,341	\$ 0
	<u>\$ 166,946</u>	<u>\$ 235,068</u>
<b>NET RESTRICTED INCOME LESS EXPENDITURES</b>	<u>\$ 185,401</u>	<u>\$ 55,259</u>



# Finance Commission

## The Finance Commission Tenure

### Charge of the Commission

The Finance Commission at St. Mary's Episcopal Church (the "Church") was formed in 2014 by the Reverend Jennifer Pedrick to meet on a monthly basis to review the financial operations of the Church. The Commission is a non decision making body. It is advisory to the Vestry, namely the Treasurer. Its main role is to review the monthly budget to actual reports as prepared by the Treasurer. The Commission researches and provides explanations for material deviations from the Vestry approved budget.

### History/Actions Recommended Since 2014

1. Prior to 2014, the Church built the new parish Hall funding its construction with gifts, and loans from the Endowment Fund and a bank. A Building Fund was established in the monthly financial report with a "Due to/From" (Liability/Receivable), \$2,166,500. An obligation was established between the Building Fund and the Church's General Fund. A bank loan was also established for \$787,000.

In 2015, Funds received from the sale of land and development rights to the Aquidneck Island Land Trust paid off the Due to/From and the Bank loan. The Building Fund was closed, and the Endowment funds returned to Barrett & Company.

1. The Endowment Fund was transferred from Barrett & Company to Van Liew Trust company. The endowment's value was \$3,797,000 as of 5/31/15 (upon transfer) very close to where it was prior to the borrowing to pay for the Parish Hall even after a few years of annual draws on the Endowment to support church operations.

2. The last external review of the Church's Financial Statements was completed by an outside accounting firm for the year ended December 31, 2014. The Commission recommended that the review was not needed, especially with the newly established Finance Commission. This decision saved a few thousand dollars annually.

3. Working with the Treasurer, members of the Finance Commission performed a self audit of the Church's Financial statements (along with the Annual Diocesan Report) for the past 5 years. This self audit procedure is recommended and approved by the Diocese of RI.

4. In 2015, \$56,000 of old Tuck loans were written off and the program became a scholarship program. A decision well received by the congregation. Over 30 parishioners have been helped with their higher educational costs over the last six years with awarded scholarships.

5. The old Parish Hall was sold to Island Daycare, a thriving community partner of the Church.



6. Chris Bartlett started as Treasurer January 1, 2017. The sale of the Oliphant Lane land was a constant subject as well as the use of any proceeds for many years at both Finance Commission and Vestry meetings.

7. The Finance Commission assisted the Treasurer with a major project to correctly classify the composition of the Church's Endowment Fund. The Treasurer spent countless hours researching the original donor's intent for each gift. He then changed the format of the Parochial Report filed annually with Diocese of RI.

8. In 2018, The Treasurer restructured the monthly financial package distributed to both the Finance Commission and the Vestry. He also donated the time of staff members at his accounting firm to help him with the monthly reporting package as well as with the annual internal audit required by the Diocese of RI.

9. The Finance Commission along with the Treasurer began discussing the spending goal of 5.5% of the annual market value of the endowment (3 year moving average) to support the General Fund. The 2022 budget comes very close to achieving that goal.

10. In 2019, the Oliphant Lane land was sold. The proceeds were added to the Tuck Scholarship program endowment in accordance with the donor's wishes. The sale of this parcel along with the sales of the Parish Hall and the Young property (along East Main Road between the Church and Oakland Farm) greatly consolidated the Church's campus.

11. The Commission reviewed the plans to renovate the Gibbs House to allow for a consistent well paying tenant that that also is a good community partner with the Church (Sea Rose Montessori School).

12. The Commission reviewed the plans for the completed external renovation of the Historic Church including new slate roof, copper flashings, and complete "gutting" of a very wet basement. This renovation was paid for using fundraising.

13. The Vestry is planning for the completion of the interior renovation of the Historic Church. Much research has been done as well as fundraising to cover the cost of the renovation. Planning for that project continues today.

Much "clean up", consolidation and change has been made to the financial reporting of the Church. Thanks to Chris Bartlett and his firm, the system is a "well oiled machine." The accounts are accurate and reports are forwarded timely to the Treasurer and Vestry to enable informed decisions. With that said, the Finance Commission has done its job. It can be disbanded knowing that the Treasurer and Vestry have the tools and data to continue to make well-informed decisions.

*Respectfully,*

Bill Hall, Chair

# Stewardship

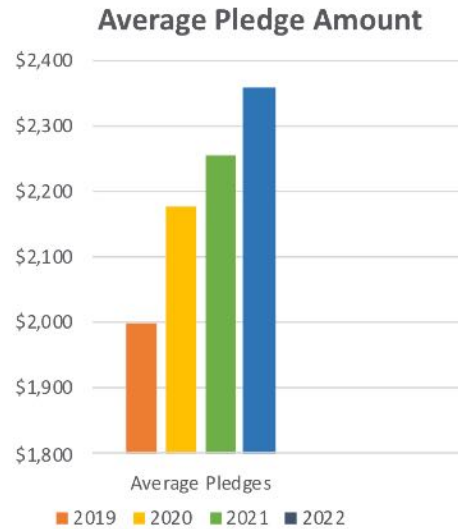
Our St. Mary's community continues to be generous in its support of our mission during these uncertain and challenging times. We are thankful and grateful.

This year 112 generous families and individuals have submitted pledges for a total of \$261,400. Of those that pledged 39 members have increased their pledge from last years and 11 are new to the parish or had not made a pledge commitment to St. Mary's in the past.

**The total amount pledged has increased by 5% from last year's as has the average pledge which is now \$2,357.**

*Respectfully,*

*Rita Verespy and Christine Winslow, Chairs*



# Sarah Gibbs Trust

*The Sarah Gibbs Trustees are responsible for the oversight of St. Mary's grounds. Established by the Sarah Gibbs Trust in 1843, this group ensures that the property that Sarah Gibbs gave to "establish an Episcopal Church" is used to meet her wishes. The Trustees can either be independent or Vestry Trustees. The independent Trustees are self-nominating for up to seven 3-year terms. The Vestry Trustees are elected by the Vestry for the duration of their Vestry term to serve on the Trust. The Bishop of Rhode Island is an ex-officio member of the Trust*

In January New England Grass Fed declined to renew its lease to farm the hayfield in 2021. Instead, a lease was entered into with Cousens Farm.

James Vanicek accepted reappointment by the independent trustees for a three-year term as an independent trustee when his current term expires March 1, 2022.

*Respectfully submitted,*

Jeff Belden, Chair (ind. 2024); Chris Winslow, Vice Chair (vestry 2022); David Brierley, Treasurer (vestry 2024); Fay Gosling, Secretary (ind. 2023); V. James Vanicek (ind. 2025), Richard Updegrove (vestry 2023); and The Rt. Rev. W. Nicholas Knisely, Bishop of Rhode Island, ex-officio.

All expiration dates are as of March 1 of the year indicated.



# Property Commission

The Property Commission oversaw the strategic maintenance of St. Mary's property and responded to unplanned needs.

Two new furnaces were installed in the Gibbs House after one failed in February. The old furnaces were the same age, so it was prudent to replace both units.

Construction of **the worship shell was completed in February.** **Volunteers assisted Jon Walker, property manager,** to stain the shell, matching the colors of the Gibbs House. Later in the year power and WIFI were installed, enhancing the outdoor worship experience for our parishioners and members of the community.

The largest project of the year, which was funded by a donation, was the **cleaning and staining of the exterior of the Parish House.** Jon Walker and volunteer parishioners did the work and saved considerable money over hiring an outside contractor. The project included cleaning mold and applying clear stain, which should last for 7 years. The Parish House now looks very much like when it was built!

Another project funded by a donation was the sealing and lining of the east and west parking lots and the connecting driveways including the rectory. These surfaces had begun to show wear, and sealing them will extend their useful lives. The result has beautified the property and created clearly marked parking and pedestrian areas.

In keeping with our goal to beautify the property we completed 3 planting projects including 18 arborvitaes behind the Parish House, a Kousa Dogwood in front of the playground, a Trident Maple at the corner leading up to the west parking lot, and numerous plantings along the north side of the rectory yard.

Due to numerous windstorms a number of trees came down. We had an arborist inspect the property for potentially unsafe trees. This resulted in the trimming of numerous trees and the removal of 8 trees. We also identified additional trees for removal in 2022. These actions will ensure the safety of the many people who walk our property.

One of the casualties from the downed trees was the stone wall in front of the Gibbs House. We had a contractor rebuild 33 feet of the wall, funded by a generous parishioner contribution.

Finally, we had **a very successful fall clean-up day** with over 40 parishioners working on 8 projects including: cleaning up the labyrinth, cleaning gravestones, clearing the community garden and painting the shed, picking up fallen debris around the property, putting up Christmas decorations, and cleaning the basement storage area and the nursery. The spirit of giving is alive and well at St. Mary's!

*Respectfully,  
George LeBlanc, Junior Warden*







Photo Credits for the Annual Report: ,  
Ray Edler, Murry Edwards, Elise LaParle  
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Susan Kelchner, Jennifer Pedrick