



The 210th Annual Meeting of The Episcopal Church of Saints James and Andrew

January 23, 2022

Parish Clergy

The Right Reverend Dr. Douglas J. Fisher, Bishop

The Reverend Heather J. Blais, Rector

The Reverend Dr. Molly C. Scherm, Associate Rector

Agenda

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| 1. Opening Prayers | Clergy & Officers |
| 2. Virtual Meeting Reminders | Rev. Heather Blais, Rector |
| 3. Call to order & adoption of the agenda | Rector |
| 4. Reading of the warrant | William Hattendorf, Clerk |
| 5. Reading of the minutes of the 2021 annual meeting | Clerk |
| 6. Vestry Transitions | Rector |
| 7. Nominations Committee Report | Audley Robinson, Chair |
| 8. Elections | Rector |
| 9. Acceptance of Annual Reports | Rector |
| 10. New Business: | |
| a) 2022 Budget Overview | Treasurers, Rectors |
| b) Other | |
| 11. Saints James and Andrew Cross | Rector |
| 12. Adjournment | Rector |
| 13. Dismissal | Associate Rector, Rev. Dr. Molly Scherm |

Thank You

Thank you to everyone for your patience, technological agility, and faithfulness as we seek to continue being the Church in adaptive ways due to the COVID-19 global pandemic. The people of Saints James and Andrew are truly amazing!

Mission

We believe God is calling us to cultivate a community of love, joy, hope, and healing. Jesus is our model for a life of faith, compassion, hospitality, and service. We strive to be affirming and accessible, welcoming and inclusive; we seek to promote reconciliation, exercise responsible stewardship, and embrace ancient traditions for modern lives.

Wisdom

(Morning Prayer for the Epiphany Season from *Daily Prayer for All Seasons*)

Opening:

Heather

Wisdom knows and understands all things
and guides us in our actions.

O God, your Spirit of Wisdom was present at the creation and with Jesus at his baptism: Open our hearts to that same Spirit, and strengthen and guide us to love and serve you and our neighbors; through Jesus Christ our Lord. Amen.

Praise:

A Song of the Spirit of Wisdom
(Wisdom 7:7-8, 10-14a)

Ella

I prayed and understanding was given me; *
I called on God and the Spirit of Wisdom came to me.
I preferred her to scepters and thrones, *
and I accounted wealth as nothing in comparison with her.
I loved her more than health or beauty, *
and I chose to have her rather than light because her radiance never ceases.
In her company, all good things came to me; *
in her hands, a wealth of true riches.
In all these good things, I rejoiced because Wisdom brings them, *
but I did not know that she was their mother.
What I learned without selfishness I pass on without reserve; *
I do not hide her gifts.
For Wisdom is an unfailing treasure for mortals: *
those who receive her are friends with God.

Scripture:

James 3:13, 17-18

Ginny

Who is wise and understanding among you? Show by your good life that your works are done with gentleness born of wisdom. ... The wisdom from above is first pure, full of mercy and good fruits, without a trace of partiality or hypocrisy. And a harvest of righteousness is sown in peace for those who make peace.

Meditation:

Meister Eckhart
(1260-1329)

Do not think that saintliness comes from occupation; it depends rather on what one is. The kind of work we do does not make us holy, but we may make it holy.

What work will we do today? How will we make it holy?

Prayers:

Bill

Breath of God, inspire us with your guidance.

Come to us, Holy Spirit, and be present with us.

Wisdom of God, guide us to works of goodness and mercy.

Come to us, Holy Spirit, and be present with us.

Spirit of God, teach us to be faithful.

Come to us, Holy Spirit, and be present with us.

Here, the people may add particular intercessions or thanksgivings.

Lord's Prayer

Prayer:

Molly

Gracious God: give us deeper reverence for the truth and such wisdom in the use of knowledge that your kingdom may be advanced and your name glorified; through Jesus Christ our Lord. **Amen.**

Going Out:

Wisdom knows and understands all things,
and she will guide us in our actions.

Table of Contents

Agenda	Cover
Wisdom (Prayers)	2
Table of Contents	4
Election Slate	5
Minutes of 2020 Annual Meeting	6
<u>Reports</u>	9
Clergy Report	9
Deacon Report	15
Co-Wardens Report	15
Stewardship Report	16
Finance Report	16
2021 Budget	18
Class Report	21
Balance Sheet	27
Saints James and Andrew Cross	28
<u>Ministry Team Reports</u>	29
<u>Serving in our Parish</u>	29
Archives	29
Counters	29
Digital Ministry	30
Finance Committee	30
Fundraising Efforts	31
Gardening Team	31
The Newsletter	32
Pastoral Care	32
Prayer Circle	33
Property Committee	33
Property Use	34
Spiritual Life Team	34
Vestry	35
Welcome Team	35
Youth Group	36
<u>Serving in our Community</u>	37
Caregivers Support Group	37
Emmaus Companions	37
Green Team	38
Health Ministry	38
Labyrinth Coalition	38
Mission Team	39
St. Andrew's Guild	40
Second Helpings	40
Sunday Soup and Sandwiches	41
Whitney's Pantry	41
<u>Serving in our Worship</u>	42
Flower Guild	42
Music Ministry	42
Worship Leaders Ministry	43

Election Slate - Nominees for 2022

It is proposed that we elect the folks in bold.

Wardens and Officers of the Parish

Co Warden	Ella Ingraham
Co Warden	Virginia Crowl
Treasurer	Alan Kurkulonis
Assistant Treasurer	Karen Greene
Clerk	Bill Hattendorf

VESTRY

2023	Andrew Levchuk
2023	Reynolds Whalen (Eligible to run for own three year term)
2024	Allyson Michal
2024	Julie Carew (Eligible to run for own three year term)
2025	Kathryn Aubry-McAvoy
2025	Mary Johnson

Convention Delegates

The conventions are typically held on or around the last weekend in October each year.

Vestry Delegate	Andy Levchuk
Parish Delegate	Charlie Houghton
Parish Delegate	Maggie Sweeney

Alternate Delegates

Vestry Alternate	Ella Ingraham
Parish Alternate	Jack McKinnon
Parish Alternate	Di KurKulonis

Nominating Committee

Elizabeth Keitel, Estelle Cade, Jack McKinnon

Chair: Audley Robinson



The Episcopal Church of Saints James and Andrew

Zoom Meeting • 73 Federal St. • Greenfield, Massachusetts

Minutes of the 209th Annual Meeting

Sunday 24 January 2021 – 11:00 A.M.

- 1. Virtual Meeting Reminders** – The Rev. Heather Blais welcomed all to the first-ever virtual Annual Meeting of the Episcopal Church of Saints James and Andrew. She provided some virtual meeting reminders and explained how voting would work (directing members to the different Zoom indicators one could use on different devices), and parish members practiced voting (beginning with affinity to rainbows and butterflies).
- 2. Invocation** – The opening prayer was offered by Heather. She also expressed a note of thanks: On behalf of the Clergy, Wardens, Vestry, and staff, we express our gratitude for the agility and faithfulness of this faith community. When faced with an unimaginable situation, this parish has risen to the occasion. We have adopted our mission and ministry to the realities we faced. It would have been impossible without the faithfulness that so many have demonstrated over and over again throughout this pandemic. Thank you, thank you, thank you.
- 3. Call to Order and Adoption of Agenda** – Heather entertained a motion to call the meeting to order and such was Moved by Alan Kurkulonis and Seconded by Reynolds Whalen. Through the use of displayed emojis, the Call to Order was Passed. We needed to have at least 10% of the adult membership at the meeting (or 24 people) for a quorum, and since there were at least 55 separate screens (and some of those with two people in each), we met quorum by a substantial margin. A motion to adopt the agenda was Moved by Alan and Seconded by Karen Greene. With no discussion brought up, the Adoption of the Agenda was Passed.
- 4. Reading of the Warrant** – Bill Hattendorf, The Clerk, was called on for the Reading of the Warrant. Before he could read a single word, however, Alan moved that the Reading of the Warrant be Waived, and Audley Robinson Seconded the Motion. The Waiving of the Reading was Passed with a single objection.
- 5. Reading of the Minutes** – The Clerk was again called on for a reading of the Minutes from the 2020 Annual Meeting. Julie Orvis seemed to be first in a chorus to Move that the Reading of the 2019 Annual Meeting Minutes be Waived. It seemed most of those who had not taken part in the making of the motion itself then Seconded the Motion, and it was Passed with just a single objection again.
- 6. Transitions** – Heather noted that in 2020, we elected a largely new Vestry, and we could not have imagined all the work that would lie before us a year ago, and yet our Vestry has met the unexpected challenges with grace, faithfulness, and a commitment to working hard. Vestry members, along with our property chair, John Greene, and our Mission Chair, Maggie Sweeney, gave a good deal of their spring and summer to outlining a plan to allow us to returning to in-person worship when it is safe to do so. The Vestry is watching the metrics and working with the Deans to monitor when that safe time frame is possible.
Heather offered special thanks to Charlie Houghton for her faithful service to the Vestry over the last few years as her term comes to an end today. Also thanks to Elle Morgan as she steps down from the Vestry to move further along in the ordination process. Thanks our new stewardship team, which was born in the midst of the pandemic, under the leadership of Di Kurkulonis and her team of Erica Burns, Elizabeth Keitel, Bryant Morgan, and Con Trowbridge. Thanks to all of the leaders who have been involved in Bread of Life and Cathedral in the Light in these difficult times. Finally a huge thank you to those volunteers who helped with Sunday Sandwiches, Marie Paquette, Erica Burns, Nancy Maleno, Fred Momaney, Maggie Sweeney, and the many others who have volunteered their time, talents, and treasure for this new endeavor, as well as for Second Helpings, Whitney's Pantry, and our other outreach this year. You've done amazing work.

7. Nominations Committee Report and Elections – Audley Robinson, chair, was called on to present the report of the nominating committee. He recognized and thanked the other members (Elle Morgan, Elizabeth Keitel, and Jack McKinnon) who helped pull the slate together. The slate for 2021 is as follows (* continuing in position):

Vestry Officers (one-year terms)

Ginny Crawl – Co Warden *

Ella Ingraham – Co Warden *

Alan Kurkulonis – Treasure *

Karen Green – Assistant Treasure *

Bill Hattendorf – Clerk *

Vestry (three-year terms)

2022 – Erica Burns *

2022 – Kathryn Aubry-McAvoy *

2023 – Andy Levchuck *

2023 – Reynolds Whalen (filling term of Elle Morgan)

2024 – Rudy Renaud (just completed the unexpired term of Laurie Neeley)

2024 – Allyson Michal

Convention Delegates for 2021

Andy Levchuck (Vestry), Charlie Haughton, Jack McKinnon

Alternate Delegates

Ella Ingraham (Vestry), Julie Carew, Maggie Sweeney

Sheila Heffernon Moved that all nominees be placed on one slate. The Motion was Seconded and Passed. Maggie then Moved to cast that single ballot to approve the slate of nominees as presented. The motion was Seconded and Passed.

8. Acceptance of Annual Reports Heather noted that in her church growing up in Maine, the tradition was that every annual report was read in full at the annual meeting, and so the meeting would last three to four hours. Audley Moved to Waive the Reading of the Annual Reports. Estelle Cade Seconded, and the Motion to waive the Annual Reports reading was Passed. It had been noted that the Deacon's Report was omitted by a clerical error, and it was to be considered as a part of the Annual Reports, and will appear in the next parish newsletter.

9. New Business – a. 2021 Budget Presentation:

In December, the Vestry voted on a new budget that was carefully and prayerfully put together by the finance committee, led by Treasurer Alan Kurkulonis and the “financial gurus dream team.” A video presentation was included in the Annual Report narrated by Alan that spoke to highlights in the 2020 Year-End as well as the 2021 Budget. For the new year, we expect total pledged and other income to reach \$297,838. Expenses include an increased diocesan assessment, a slight increase in staff salaries, utilities, and postage, and new line items for technology and Sunday Sandwiches. (We are applying for a grant to help defer some of the Sandwiches expense.) Total expenses are projected to be \$337,556, resulting in a deficit of \$39,718. It is a large number, but the Vestry felt this was reasonable, given the extraordinary circumstances of the pandemic. The church has unrestricted endowed funds that can be used, and we would only make a withdrawal if things became tight in our checking account. The Vestry has approved a draw of up to \$39,718 if and when needed. We review the budget monthly and will make adjustments when appropriate. Thank you for your ongoing generosity. A comprehensive review is available at our website in the 7 January Budget Q&A. Questions? Joanne Melish asked if the \$39,718 were all withdrawn, what percentage draw on our endowment that would comprise? Karen explained that we normally take about a 5% draw. Our endowment's market value on the last statement we have available was about

\$624,000. [So the \$39,718 would represent about a 6.36% draw on those funds.] It was asked if we didn't need to vote on the budget, but that is done by the Vestry.

9. New Business – b. Bishop's Message – Since all churches in the Diocese were doing virtual annual meetings this year, Bishop Doug Fisher provided a message of being inspired and grateful for all that we do: In these most challenging of times, here you all are, on a screen but together, planning what God will do with your church this next year. The Rev. Martin Luther King Jr. said that *the ultimate question for humankind is not where we stand in moments of comfort and communion but where we will stand in times of challenge and controversy*. If there were ever a time of challenge and controversy, it is now. The church, which is you, is needed more than ever. At this annual meeting, I invite you to live in to the definition of what it means to be an Episcopalian. Michael Curry gave us that definition: We are the Episcopal branch of the Jesus movement that's out to change the world from the nightmare that it is for so many into the dream that God has for us all. That's quite a mission, and it's our mission. In these tough, tough times, you make a difference in a world that desperately needs to hear God's love and grace ... that desperately needs to hear a message of hope. God bless you."

10. Saints James and Andrew Cross – Heather suggested that besides the elections, the presentation of the Saints James and Andrew Cross is the most exciting part of the meeting. Additional criteria for the award this year included extraordinary service during the pandemic. There were changes to the actual cross that is awarded, making it smaller and lighter and more likely to be wearable on a daily basis. (Ella Ingraham worked with Steve Smithers on the redesign, which has a hammered look.) The fourth recipient of the Saints James and Andrew Cross was presented to an exemplary servant leader, one who constantly models our baptismal promises (and there was a lengthy recitation of her many accomplishments and good works, ordinary and extraordinary), to Di Kurkulonis, (Di expressed her heart-felt thanks and excitement at being recognized and honored in this way.)

11. Closing Remarks – There was no other new business. Sheila mentioned that it was Bill Hattendorf's birthday today, and Heather noted that Bill had to work/clerk on his day but wishing him a Happy Birthday. Tupper Brown asked if the Diocese looked at and approved our budget and balance sheet? Heather recognized Karen, who explained that while they don't look at the budget information presented today, they do keep in touch with the finances through the parochial report, which is the tool used to prepare our assessment. Heather further said they definitely know what's happening, but the budget is a local decision.

Maggie noted that while Heather began thanking all of us, she wanted to make sure that we thanked the clergy for an outstanding job this year, that we are so blessed with the team we have. "The more I become involved with the wider church, the more aware I am how blessed we are with Heather and Molly," she said.

12. Adjournment – Audley Moved that the meeting be adjourned. After a chorus of Seconds, the vote Passed. Heather explained that there was a piece of music to close the meeting, and she praised and thanked Joe DiMarino, the choir, and other musicians for their work this year. After the choir and organist led those virtually gathered in the Doxology, Deacon Ann Wood provided a closing benediction, and the Zoom gathering ended for all to go in peace.

Respectfully Submitted,



Bill Hattendorf, The Clerk

Reports

Clergy Report

Dear People of Saints James and Andrew,

Let's take a few minutes to reflect on our journey of ministering in a pandemic.

In 2020, the onset of the pandemic humbled us, shattering our assumptions of what it looked like to be the Church. Our community was familiar with transformative change, and this served us well. We may have been feeling overwhelmed, with a mixture of shock, anxiety, and grief, but we persevered in cultivating our agility and resilience. We figured out how to be the Church virtually, and to minister to the needs of the wider community.

Those themes only continued in 2021. The successful creation of vaccines offered us an energizing hope that we would soon be able to gather again in-person. We spent the winter and early spring months preparing for in-person worship, and exploring how we could offer a high quality and meaningful live-stream of our worship. Our goal was to ensure worshippers could choose whether to attend in-person or online.



*Preparing for in-person worship
with yellow and grey ribbons to help us social distance*

Vestry members Reynolds Whalen and Andy Levchuk secured bids for digital ministry equipment and improvements to our sound system. The Vestry ultimately accepted a bid from Michael Moscatelli of Small Town Sound and Photo that would provide us with the equipment and tools we needed to offer a quality livestream of our worship. The Vestry then turned to the congregation to help raise the necessary capital to move forward with this

project. Within two weeks of the Vestry's appeal the congregation had raised nearly all the funds, eventually raising over \$17,000. The generosity of this community is profoundly beautiful and humbling.

Reynolds Whalen had a vision for what a Digital Ministry could look like at James and Andrew, and inspired several folks to try a new thing. One of the joys of our August worship was commissioning our new Digital Ministry Team. This is a ministry that serves our parishioners, former members who have moved elsewhere, and it is a tool to help evangelise the Way of Love to the wider world.



Commissioning our new Digital Ministry Team

We were able to worship in ways we had taken for granted prior to the pandemic. We were able to resume more sacramental rites in-person: from baptism, confirmation, and marriages to postponed funerals. We baptized Marian Grace Hins into the household of God. We celebrated the confirmation and reception of Josh and Allyson Michal.



Marian's Baptism



We held a special liturgy in response to the pandemic: A Liturgy of Lament and Hope. We began offering a monthly teaching sermon reviewing the beliefs and practices of our faith tradition. A newly formed bell choir and musicians within our parish collaborated with our Parish Musician to offer outstanding music this Christmas. More than anything, there was gratitude that we could be together again.

Our new bell choir polishing the bells



Small altar, Liturgy of Lament and Hope



Diocesan Confirmation Service

We also found numerous ways to live into our mission and ministry. Here are some of the highlights:

- Our Faith Community Nurse helped folks navigate questions, concerns, and the how-to's of signing up for vaccines. She also continues to answer health related questions for parishioners looking for resources.
- Emmaus Companions continue their virtual ministry and walking alongside those less visible in our community. This year Dennis O'Rourke joined the team, empowering Steve and Dennis to go out two by two.

- Our feeding ministries (Second Helpings & Sunday Sandwiches) collaborated on resources when possible, and benefited from a \$10,000 Ministry Development Grant. This grant provided Serv-Safe training, expanding our list of trained volunteers for both meals and provided funds to purchase outdoor seating. While the tables are less-utilized than expected at our meals, they've become an invaluable part of our hospitality ministry, as the wider community routinely make use of our labyrinth and green space to picnic, visit with loved ones, or seek solitude and peace in our gardens.
- Whitney's Pantry celebrated six years of ministry, and their organizer, Doris McLeod, helps our parish coordinate a ministry of giving away over 1,000 socks granted to us from Bombas.
- At Sunday Sandwiches, we were able to include valentines and other goodies provided by friends and supporters of the meal throughout the year .



- St. Andrew's Guild was busier than ever creating beautiful handmade items that could be sold at area Farmers Markets and at our second Mistletoe Mart to Go, organized by the guild. Much of their profits went directly towards our fundraising for outreach. At the Farmers Markets they were able to do some quiet evangelism, as several folks would stop and ask questions about our community or offer positive feedback about our ongoing good works in the community.



- We also raised funds for outreach at a concert and art gala organized by Josh Michal, Audley Robinson, and others.



Concert & Art Gala

- We continued to engage in the work of Becoming Beloved Community (racial reconciliation) with a Parish Wide Read of *Stamped from the Beginning* and collaborating with St. John's in Ashfield to offer a Sacred Ground Circle, which ran through the summer into the fall.
- We hosted the Diocesan Good News Gardens Seed/Seedling Swap and Blessing in front of our church, and a group of parishioners shared the bounty of their gardens with local pantries and our community meals.
- The Green Team held a take away 100 mile breakfast for Earth Day, and also held a demonstration on the town common. They continue to find numerous ways to help our parish become caretakers of creation.
- Reynolds Whalen and Julie Carew formed a new youth ministry that is engaging our 5th-8th graders in faith and fellowship. They made beautiful cards for some of our elder parishioners and narrated the Christmas Story on Christmas Eve.



Good News Gardens Seedling Swap and Blessing



Green Team's Earth Day Demonstration

*Our Youth Group
Hiking Sachem Head*



We also marked several transitions this year. We gave thanks for the longtime ministries of: Marie Paquette, who retired from her role as our Sunday School Director; the Rev. Jane Dunning, who retired from her role as our Priest Associate; and the Rev. Deacon Ann Wood, who retired from her role as our Deacon. We also said goodbye to Elle and Bryant Morgan, as Elle begins seminary and the ordination process, she has been placed at St. John's in Ashfield. We bid farewell to Tapestry's Syringe Access Program. They have outgrown our space and we are grateful we could be an ally in their early days in Greenfield.

As we turn our attention towards 2022, we are excited to see all that will unfold for us in the year ahead. We know God is with us, and we will continue to cultivate a community of love, joy, hope, and healing.

Peace,

Rev. Heather & Rev. Molly



Your Clergy

Deacon Report

This will be my final, and possibly briefest, report to the Parish. Covid 19 has kept my diaconal activities to a minimum this year as I was unable to serve at the altar for many months. During this period, I have continued to facilitate the pastoral care team and spent much time making phone calls to parishioners. The phone calls were not so much because folk were sick, but in an effort to keep our parish community connected when we weren't able to meet in person.

Aging and health concerns have finally caught up with me and in September, I decided to step down from active ministry. A special and lovely service to mark my retirement (and that of the Rev. Jane Dunning) was held on October 15. John and I will continue as "regular" members of the parish; I will continue to facilitate the pastoral care team and perhaps "pop up" at the altar occasionally as Covid and my energy level allow. My prayers for our clergy and the parish will continue.

Respectfully submitted,
Ann P. Wood, Deacon

Co-Wardens Report

Amazing to look back over the year and to think that we're entering the third year of the pandemic. As a broader community in 2021 we have had the availability of vaccines for adults and for children as young as five and, fortunately, generally good test availability. Vaccinations allowed us to begin meeting in the church again in-person with music, singing and eucharist. Thanks be to God. Worshiping together as a community has been particularly meaningful because we missed it when services were completely virtual. With our new recording equipment and Digital Ministry group we are offering both an in-person and virtual service to serve parishioners who wish to stay at home and people outside our physical community.

Our thanks again this year to:

- Rev. Heather, Rev. Molly and Joe and the musicians who have made services so special.
- Everyone who has continued serving the community through Sunday Sandwiches, Whitney's Pantry, Second Helpings and Emaus Companions.
- Everyone who organized, made items for, participated in and attended our successful fundraisers to support mission work.
- Parishioners who support the church in all the ways that allow us to continue in operations.

We are grateful for our campus which provides space for people to be in nature, to pray and reflect in the labyrinth or sitting on the benches. We loved Good News Gardens which raised herbs for cooking ministries.

In 2021 we began the process of considering what we want our future to look like. We are beginning to look to our endowment to fill projected budget deficits. Our active congregation has declined during the pandemic, people have begun to say that they are tired and we have deferred maintenance on campus buildings. As responsible stewards we as a parish need to consider how best to use all our resources. It is a challenging and exciting process which will take time.

We are grateful for the opportunity to be a part of this special community and we pray for God's help going forward.

Respectfully submitted,
Ginny Crowl & Ella Ingraham, Co-Wardens

Stewardship Report

Our mission: To help God's people grow in their relationship with Jesus through the use of the time, talents, and finances God has entrusted to them.

This year, we continued on with Di Kurkulonis as Chairperson, Con Trowbridge, Erica Burns, and Elizabeth Keitel. We added Princy Stotz to our team who will assist us with our Legacy Giving program and accepted the resignation of team member Bryant Morgan. With clergy oversight, we met via zoom to discuss and develop a working plan for Saints James and Andrew, for 2021.

The Team approved an Annual appeal time frame of October 4 through November 7, 2021, using The Episcopal Network for Stewardship (TENS) "Every Perfect Gift" program. TENS Every Perfect Gift Bulletin inserts were used in the Service Leaflet and the Newsletter to further foster an environment of generosity. The concept of year round stewardship will continue, with a Spring program surrounding "Legacy Giving". We decided to continue the popular SsJA "winning ways" asking "What is your why", (e.g., why do you attend this church community) and "Why do you support SsJA financially". We asked several Parishioners to offer a Stewardship Moment talk on their personal "whys" during our Sunday worship.

Excellent Stewardship Moments were presented during our Sunday Worship.

October 10	Kathy Maleno
October 17	Sarah Hollister
October 31	Maggie Sweeney
November 7	Ben Cluff

In addition to the above, at the beginning of December, the team held an email campaign to connect with people who had not yet submitted a pledge, with good results. We are happy to report that our successful campaign has brought in \$204,527.40 to date. What an outstanding display of generosity.

Thank you to all who support our beloved community of faith and for the many ways you do it. Because of your generosity we continue to do Church very well, both virtually and in-person.

With gratitude,
Diane Kurkulonis,
Stewardship Chair

Finance Report

Treasurer's Summary of 2021 Budget

On behalf of the Finance Committee, the Stewardship Committee and the Vestry, I would like to take this opportunity to thank each member of Saints James and Andrew for your generous support of our church, during these most difficult times of the Pandemic.

Last year, the Vestry and Annual Meeting Members approved an operating budget with a

\$39,718.00 deficit. Due to your generosity and a Diocesan MDI Grant of \$10,000 we received for our Food Ministries we were able to end the 2021 fiscal year with a deficit of **\$12,057.26**. This past year, we increased our

outreach to the wider community through several ministries, including Sunday Sandwiches, Second Helpings and Whitney's Pantry. We also supported the Franklin County Resource Network and the Interfaith Council, as well as other ministries.

We were also able to install a state of the art Video/Sound System to improve our ability to provide Virtual Worship Services. This effort was achieved through the generosity of Parishioners and a Grant from the Diocese.

Although we were unable to have our Annual Mistletoe Mart Fund Raiser, we were still able to have a Virtual Mistletoe Mart To Go, which was successful in our fundraising efforts. Our income from Property Use was down by approximately **\$8,380.00** due to restrictions in place by the State of Massachusetts and the Episcopal Diocese and the loss of one of our major tenants. When in person worship was resumed, Plate Offerings exceeded our expectations and Budget goals. With a close eye and monitoring of our spending, we have lowered our 2021 deficit to **\$12,057.26**, from the original Proposal of **\$39,718**.

Our 2022 budget at present shows a deficit of **\$37,471.00**. We have received authorization and approval of the Vestry to take advantage of utilizing funds from our Endowments, in order to cover any shortfalls, we may encounter throughout the year. Pledges for 2022 are in line with previous years which helps us tremendously in the development of our 2022 Budget. There are several variables, due to the Pandemic, that we cannot definitively forecast. We budget aggressively for things such as heat, snow removal, etc. but the final cost of those items is unknown until the heat/snow removal seasons are over. We will also know more once the issues of the Pandemic have somewhat been resolved. We will be monitoring our Budget very carefully throughout the upcoming year and adjust our spending as necessary.

We are including several maintenance costs into this years' budget, to allow us to keep our property safe and accessible, in order to support our Ministries.

In an effort to keep our faith community moving forward into the 21st century, our expenses are higher to reflect our intent to help the church grow and expand our Ministries. It is my belief that we at Saints James and Andrew are on a path of renewal and growth and will make it through these difficult times, as we have previously prevailed.

Respectfully submitted, Alan Kurkulonis, Treasurer

Budget

THE EPISCOPAL CHURCH OF SAINTS JAMES AND ANDREW			
2021 FINANCIAL REPORT and 2022 BUDGET			
	SsJA Budget 2021	SsJA Actual 2021	SsJA Budget 2022
INCOME			
PLATE OFFERINGS			
4001 Plate Offerings - Loose	\$3,000.00	\$7,074.97	\$5,000.00
4002 Plate Offerings - Initial	\$75.00	\$80.00	\$75.00
4003 Plate Offerings - Easter/HW	\$650.00	\$636.00	\$1,000.00
4004 Plate Offering/Christmas	\$750.00	\$375.00	\$1,200.00
4006 Plate Offerings/Thanksgivi	\$100.00	\$75.00	\$100.00
4007 Building Fund Envelope	\$200.00	\$317.00	\$200.00
Total PLATE OFFERINGS	\$4,775.00	\$8,557.97	\$7,575.00
PLEDGE PAYMENTS			
4014 Pledge Payments- Current Yr	\$191,728.00	\$194,994.53	\$201,800.00
4015 Pledge Payments- Last Year	\$2,000.00	\$3,544.00	\$2,000.00
Total PLEDGE PAYMENTS	\$193,728.00	\$198,538.53	\$203,800.00
GENERAL PURP INCOME			
4040 Genl Inv-Checking Account	\$35.00	\$46.23	\$45.00
4041 Gen'L Inv- Undesignated	\$22,000.00	\$22,571.58	\$25,000.00
4023 Property Use Income	\$27,500.00	\$19,120.08	\$30,000.00
4025 Parish Fundraising	\$10,000.00	\$10,105.43	\$8,000.00
4026 Other Gen Purp/Whiteman	\$29,000.00	\$31,518.34	\$30,000.00
4027 Heat (from Endowments)	\$2,050.00	\$2,082.25	\$2,200.00
4028 Repairs (from Endowments)	\$2,050.00	\$2,082.55	\$2,200.00
4029 Altar Guild (from Endowments)	\$1,000.00	\$965.46	\$1,000.00
4031 Rec. Disc. Fund (from Endowments)	\$1,400.00	\$1,491.97	\$1,500.00
4032 Thrivent	\$800.00	\$853.00	\$700.00
4033 John Ross Trust	\$3,500.00	\$5,036.69	\$4,000.00
Total GENERAL PURP INCOME	99,335.00	95,873.58	\$104,645.00
TOTAL INCOME	297,838.00	302,970.08	\$316,020.00
EXPENSE			
WORK OUTSIDE CHURCH			
5001 Diocesan Assessment	\$36,057.00	\$36,057.00	\$36,061.00
5003 Parish Nurse	\$500.00	\$500.00	\$500.00
5005 Outreach	\$300.00	\$269.45	\$100.00
5006 Whitney's Pantry	\$1,600.00	\$1,600.00	\$1,600.00
5007 Welcoming	\$100.00	\$100.00	\$250.00
5008 Scholarships	\$1,500.00		\$1,500.00
5009 Mass. Council of Churches	\$150.00		\$150.00
5010 Interfaith Council	\$100.00	\$100.00	\$100.00
5011 F.C. Resource Network	\$25.00	\$25.00	\$25.00
5012 Forward Mov.	\$200.00	\$130.50	\$150.00
5013 Green Team	\$200.00	\$135.43	\$300.00
5014 Church World Services	\$50.00		
5015 Sunday Sandwiches	\$12,500.00	\$1,731.71	\$8,500.00
Total WORK OUTSIDE CHURCH	\$53,282.00	\$40,649.09	\$49,236.00

		SsJA Budget 2021	SsJA Actual 2021	SsJA Budget 2022
PAYROLL				
	5101 Clergy Staff	\$52,476.00	\$52,629.69	\$54,312.00
	5102 Clergy Supply	\$0.00		
	5103 Assoc. Clergy Staff	\$16,727.00	\$16,727.28	\$17,312.00
	5104 Organist	\$27,811.00	\$28,011.20	\$28,784.00
	5105 Parish Administrator	\$18,446.00	\$17,168.88	\$19,092.00
	5106 Bookkeeper	\$5,268.00	\$5,274.50	\$5,452.00
	5107 Lay Pension	\$923.00	\$858.46	\$955.00
	5108 Lay Life Insurance	\$288.00	\$288.00	\$288.00
	5109 Social Security- Clergy	\$6,744.00	\$6,609.03	\$6,980.00
	5110 Social Security- Laity	\$3,942.00	\$3,951.60	\$4,080.00
	5111 Clergy Pension Premiums	\$15,774.00	\$15,774.00	\$16,074.00
	5112 Emp Ben- Worker's Comp	\$681.00	\$816.00	\$696.00
	5113 Emp Ben-Clergy Med/Den/Lif	\$33,270.00	\$39,871.75	\$38,046.00
	Total PAYROLL	182,350.00	187,980.39	\$192,071.00
OFFICE EXPENSE				
	5201 General Supplies	\$2,500.00	\$1,503.37	\$1,500.00
	5202 Postage	\$1,000.00	\$1,286.04	\$1,500.00
	5203 Advertising	\$1,500.00	\$977.90	\$500.00
	5204 Offering Envelope	\$400.00	\$300.24	\$350.00
	5205 Equip Repair/Cont	\$3,500.00	\$2,548.65	\$2,900.00
	5206 Office Exp- All Oth & Arch	\$250.00	\$135.00	\$200.00
	5207 Tithe.ly Fee	\$150.00	128.88	\$150.00
	5208 Property Use Expenses			\$500.00
	Total OFFICE EXPENSE	9,300.00	6,880.08	\$7,600.00
UTILITIES				
	5221 Church Gas	\$11,000.00	\$10,290.56	\$15,500.00
	5222 Church Electric	\$8,000.00	\$7,978.93	\$10,000.00
	5223 Church Water/Sewer	\$1,200.00	\$755.84	\$1,200.00
	5224 Church Telephone	\$3,200.00	\$3,075.59	\$3,300.00
	5225 Rectory Fuel	\$3,500.00	\$3,018.22	\$4,750.00
	5226 Rectory Electric	\$3,000.00	\$3,126.83	\$3,200.00
	5227 Rectory Water/ Sewer	\$1,700.00	\$1,610.82	\$1,700.00
	5228 Rectory Telephone	\$2,500.00	\$2,184.11	\$2,500.00
	5229 Strong House Electric	\$400.00		\$400.00
	5230 Strong House Water/Sewer	\$400.00	\$386.22	\$400.00
	Total UTILITIES	34,900.00	32,427.12	\$42,950.00
CLERGY EXPENSES				
	5241 Rector's Exp Reimbursement	\$3,000.00	\$2,678.72	\$2,500.00
	5242 Assoc. Rec. Exp Reimbursement	\$750.00	\$153.01	\$250.00
	5243 Deacon Expense Reimbursement	\$375.00		\$0.00
	5244 Clergy Continuing Ed	\$750.00	\$741.61	\$750.00
	5245 Assoc. Rec. Continuing Ed	\$750.00		\$750.00
	5246 Clergy Sabbatical	\$500.00	\$500.00	\$500.00
	5247 Sabbatical Supply Priest	\$500.00	\$500.00	\$500.00
	5248 Rector's Discretionary Fund	\$1,400.00	\$1,448.77	\$1,492.00
	5249 Supply Clergy			\$450.00
	Total CLERGY EXPENSES	8,025.00	6,022.11	\$7,192.00

		SsJA Budget 2021	SsJA Actual 2021	SsJA Budget 2022
	SPIRITUAL FORMATION			
	5251 Church School Material	\$500.00	\$35.94	
	5252 Adult Spiritual Formation		\$268.26	\$250.00
	5253 Youth Spiritual Formation			\$1,800.00
	5254 Children Spiritual Formation			\$200.00
	Total SPIRITUAL FORMATION	500.00	304.20	\$2,250.00
	ALTAR SUPPLIES			
	5261 Wafers	\$50.00	\$15.45	\$150.00
	5262 Wine	\$50.00		\$150.00
	5263 Oil	\$50.00	\$622.80	\$250.00
	5264 Altar Supplies/All Other	\$50.00	\$59.97	\$300.00
	Total ALTAR SUPPLIES	200.00	698.22	\$850.00
	GENERAL EXP			
	5271 Music	\$300.00	\$101.31	\$300.00
	5272 Misc. Worship Expense	\$250.00	\$664.03	\$1,050.00
	5274 Insurance Deductible	\$1,000.00		\$0.00
	5275 Parish Audit	\$500.00	\$450.00	\$500.00
	5276 Miscellaneous Fees	\$500.00	\$87.45	\$500.00
	5277 Technology Expense	\$500.00	\$1,022.81	\$750.00
	Total GENERAL EXP	\$3,050.00	\$2,325.60	\$3,100.00
	PROPERTY			
	5301 Church Repairs/Minor Imp.	\$10,000.00	\$7,896.58	\$10,000.00
	5302 Church- Lift/elevator Maint.	\$500.00	\$810.00	\$500.00
	5303 Church- Cleaning/Paper Supply	\$1,300.00	\$626.84	\$1,300.00
	5304 Church- Heating System	\$2,000.00	\$1,367.00	\$2,000.00
	5305 Inspection Fees	\$1,400.00	\$1,433.20	\$2,000.00
	5306 Security System	\$300.00	\$483.00	\$350.00
	5307 Snow Plowing	\$6,000.00	\$4,456.50	\$6,000.00
	5308 Rectory Repairs/Minor Im	\$2,000.00	\$1,127.21	\$2,000.00
	5309 Capital Improvements	\$500.00	\$500.00	\$500.00
	5311 Strong House Repairs/Improv	\$1,000.00	\$899.97	\$1,000.00
	5312 Kitchen Supplies	\$450.00	\$199.23	\$450.00
	5313 Instrument Maintenance	\$1,100.00	\$135.00	\$1,100.00
	5314 Dump, Lawn, Misc	\$3,500.00	\$4,707.00	\$4,000.00
	5315 Blanket Insurance	\$11,749.00	\$11,749.00	\$11,892.00
	5316 Heating & A/C Maint Cont	\$2,500.00	\$200.00	\$2,500.00
	5317 Roof Maintenance Contract	\$1,000.00	\$1,000.00	\$2,000.00
	5318 Kitchen Maintenance	\$650.00	\$150.00	\$650.00
	Total PROPERTY	45,949.00	37,740.53	\$48,242.00
	UNCATEGORIZED EXPENSES			
	5501 Transfer to Savings			
	TOTAL EXPENSE	\$337,556.00	\$315,027.34	\$353,491.00
		-\$39,718.00	-\$12,057.26	-\$37,471.00

Class Report

The Episcopal Church of Saints James and Andrew Profit & Loss by Class January through December 2021

	3001 Operating Fund	3005 Strong House Repair Fund	3006 U.T.O. Fund	3007 Outreach Fund	3008 Church School Fund	3009 Christian Child Fund
Income						
4000 Plate Offerings	8,557.97	0.00	0.00	0.00	0.00	0.00
4010 Pledge Payments	198,538.53	0.00	0.00	0.00	0.00	0.00
4020 General Purpose Income	95,873.58	0.00	0.00	0.00	0.00	0.00
4100 Class Income /Non-Operating	0.00	0.00	0.00	1,244.45	0.00	250.00
4118B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
4500 Uncategorized Income	57,285.63	875.02	39.86	3,985.20	33.00	36.45
Total Income	360,255.71	875.02	39.86	5,209.65	33.00	286.45
Gross Profit	360,255.71	875.02	39.86	5,209.65	33.00	286.45
Expense						
5000 Work Outside Church	40,649.09	0.00	0.00	0.00	0.00	0.00
5100 Payroll	187,980.39	0.00	0.00	0.00	0.00	0.00
5200 Office Expense	6,880.08	0.00	0.00	0.00	0.00	0.00
5220 Utilities	32,427.12	0.00	0.00	0.00	0.00	0.00
5240 Clergy Expenses	6,022.11	0.00	0.00	0.00	0.00	0.00
5250 Spiritual Formation	304.20	0.00	0.00	0.00	0.00	0.00
5260 Altar Supplies	688.22	0.00	0.00	0.00	0.00	0.00
5270 General Expense	2,325.80	0.00	0.00	0.00	0.00	0.00
5300 Property	37,740.53	0.00	0.00	0.00	0.00	0.00
5400 Class Expense/NonOperating	0.00	0.00	0.00	537.00	0.00	286.45
5418B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	315,027.34	0.00	0.00	537.00	0.00	286.45
Net Income	45,228.37	875.02	39.86	4,672.65	33.00	0.00

The Episcopal Church of Saints James and Andrew
Profit & Loss by Class
January through December 2021

	3010 Rector Disc. Savings Fund	3011 Sanctuary Lamp Fund	3012 Special Gifts Fund	3013 Hymn/Pray Book Fund	3014 Music Fund	3015 Memorial Fund
Income						
4000 Plate Offerings	0.00	0.00	0.00	0.00	0.00	0.00
4010 Pledge Payments	0.00	0.00	0.00	0.00	0.00	0.00
4020 General Purpose Income	0.00	0.00	0.00	0.00	0.00	0.00
4100 Classincome /Non-Operating	80.00	800.00	7,640.00	0.00	0.00	550.00
4118B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
4500 Uncategorized Income	3,140.69	1,821.74	10,405.95	394.77	960.51	9,372.25
Total Income	3,220.69	2,621.74	18,045.95	394.77	960.51	9,922.25
Gross Profit	3,220.69	2,621.74	18,045.95	394.77	960.51	9,922.25
Expense						
5000 Work Outside Church	0.00	0.00	0.00	0.00	0.00	0.00
5100 Payroll	0.00	0.00	0.00	0.00	0.00	0.00
5200 Office Expense	0.00	0.00	0.00	0.00	0.00	0.00
5220 Utilities	0.00	0.00	0.00	0.00	0.00	0.00
5240 Clergy Expenses	0.00	0.00	0.00	0.00	0.00	0.00
5250 Spiritual Formation	0.00	0.00	0.00	0.00	0.00	0.00
5260 Altar Supplies	0.00	0.00	0.00	0.00	0.00	0.00
5270 General Expense	0.00	0.00	0.00	0.00	0.00	0.00
5300 Property	0.00	0.00	0.00	0.00	0.00	0.00
5400 Class Expense/NonOperating	0.00	0.00	1,117.00	0.00	0.00	0.00
5418B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	0.00	1,117.00	0.00	0.00	0.00
Net Income	3,220.69	2,621.74	16,928.95	394.77	960.51	9,922.25

The Episcopal Church of Saints James and Andrew
Profit & Loss by Class
January through December 2021

	3017 Clergy Sabbatical Fund	3018 Feeding Ministries Fund	3018B Sunday Soup/Sandwich	3019 Capital Imp. Fund	3021 Barnabas Guild Fund	3022 LaPan Camp Fund
Income						
4000 Plate Offerings	0.00	0.00	0.00	0.00	0.00	0.00
4010 Pledge Payments	0.00	0.00	0.00	0.00	0.00	0.00
4020 General Purpose Income	0.00	0.00	0.00	0.00	0.00	0.00
4100 ClassIncome /Non-Operating	1,000.00	755.00	0.00	500.00	0.00	0.00
4118B - Sunday Soup/Sandwich	0.00	0.00	7,854.50	0.00	0.00	0.00
4500 Uncategorized Income	4,429.67	2,975.82	685.00	4,000.00	5,672.93	1,126.07
Total Income	5,429.67	3,730.82	8,539.50	4,500.00	5,672.93	1,126.07
Gross Profit	5,429.67	3,730.82	8,539.50	4,500.00	5,672.93	1,126.07
Expense						
5000 Work Outside Church	0.00	0.00	0.00	0.00	0.00	0.00
5100 Payroll	0.00	0.00	0.00	0.00	0.00	0.00
5200 Office Expense	0.00	0.00	0.00	0.00	0.00	0.00
5220 Utilities	0.00	0.00	0.00	0.00	0.00	0.00
5240 Clergy Expenses	0.00	0.00	0.00	0.00	0.00	0.00
5250 Spiritual Formation	0.00	0.00	0.00	0.00	0.00	0.00
5260 Altar Supplies	0.00	0.00	0.00	0.00	0.00	0.00
5270 General Expense	0.00	0.00	0.00	0.00	0.00	0.00
5300 Property	0.00	0.00	0.00	0.00	0.00	0.00
5400 Class Expense/NonOperating	0.00	344.95	0.00	0.00	0.00	0.00
5418B - Sunday Soup/Sandwich	0.00	0.00	4,461.50	0.00	70.36	0.00
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	344.95	4,461.50	0.00	70.36	0.00
Net Income	5,429.67	3,385.87	4,078.00	4,500.00	5,602.57	1,126.07

The Episcopal Church of Saints James and Andrew
Profit & Loss by Class
January through December 2021

	3023 Revolving Fund	3024 Welcome Cte Fund	3026 Whitney's Pantry Fund	3027 Church Directory Fund	3028 Memorial Flowers Fund	3028 Property Cte Fund
Income						
4000 Plate Offerings	0.00	0.00	0.00	0.00	0.00	0.00
4010 Pledge Payments	0.00	0.00	0.00	0.00	0.00	0.00
4020 General Purpose Income	0.00	0.00	0.00	0.00	0.00	0.00
4100 ClassIncome /Non-Operating	13,870.00	0.00	1,446.17	0.00	885.00	0.00
4118B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
4500 Uncategorized Income	20,193.13	450.58	1,072.76	212.00	2,907.98	8,867.48
Total Income	34,063.13	450.58	2,518.93	212.00	3,792.98	8,867.48
Gross Profit	34,063.13	450.58	2,518.93	212.00	3,792.98	8,867.48
Expense						
5000 Work Outside Church	0.00	0.00	124.00	0.00	0.00	0.00
5100 Payroll	0.00	0.00	0.00	0.00	0.00	0.00
5200 Office Expense	0.00	0.00	0.00	0.00	0.00	0.00
5220 Utilities	0.00	0.00	0.00	0.00	0.00	0.00
5240 Clergy Expenses	0.00	0.00	0.00	0.00	0.00	0.00
5250 Spiritual Formation	0.00	0.00	0.00	0.00	0.00	0.00
5260 Altar Supplies	0.00	0.00	0.00	0.00	0.00	0.00
5270 General Expense	0.00	0.00	0.00	0.00	0.00	0.00
5300 Property	0.00	0.00	0.00	0.00	0.00	0.00
5400 Class Expense/NonOperating	18,150.00	64.05	515.77	0.00	970.59	0.00
5418B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	0.00
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	18,150.00	64.05	639.77	0.00	970.59	0.00
Net Income	15,913.13	386.53	1,879.16	212.00	2,822.39	8,867.48

The Episcopal Church of Saints James and Andrew
Profit & Loss by Class
January through December 2021

	3030 St. Andrew's Guild Fund	3031 Church Projects Fund	3032 Labyrinth (Diocesan) Fund	3034 Health Ministry Grant Fund	3035 MDI Grant - Labyrinth
Income					
4000 Plate Offerings	0.00	0.00	0.00	0.00	0.00
4010 Pledge Payments	0.00	0.00	0.00	0.00	0.00
4020 General Purpose Income	0.00	0.00	0.00	0.00	0.00
4100 ClassIncome /Non-Operating	4,715.19	0.00	0.00	0.00	403.07
4118B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00
4500 Uncategorized Income	2,238.58	3,019.01	103.07	151.97	1,284.10
Total Income	6,953.77	3,019.01	103.07	151.97	1,667.17
Gross Profit	6,953.77	3,019.01	103.07	151.97	1,667.17
Expense					
5000 Work Outside Church	0.00	0.00	0.00	0.00	0.00
5100 Payroll	0.00	0.00	0.00	0.00	0.00
5200 Office Expense	0.00	0.00	0.00	0.00	0.00
5220 Utilities	0.00	0.00	0.00	0.00	0.00
5240 Clergy Expenses	0.00	0.00	0.00	0.00	0.00
5250 Spiritual Formation	0.00	0.00	0.00	0.00	0.00
5260 Altar Supplies	0.00	0.00	0.00	0.00	0.00
5270 General Expense	0.00	0.00	0.00	0.00	0.00
5300 Property	0.00	0.00	0.00	0.00	0.00
5400 Class Expense/NonOperating	4,953.77	1,050.00	103.07	0.00	384.50
5418B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00
Total Expense	4,953.77	1,050.00	103.07	0.00	384.50
Net Income	2,000.00	1,969.01	0.00	151.97	1,302.67

The Episcopal Church of Saints James and Andrew
Profit & Loss by Class
January through December 2021

	3036 Scholarship Fund	3039 Dioc Grant-Outdoor Worship	3040 Technology Fund	3041 MDI Grant - Sunday Sand.	Unclassified	TOTAL
Income						
4000 Plate Offerings	0.00	0.00	0.00	0.00	0.00	8,557.97
4010 Pledge Payments	0.00	0.00	0.00	0.00	0.00	198,538.53
4020 General Purpose Income	0.00	0.00	0.00	0.00	0.00	95,873.58
4100 ClassIncome /Non-Operating	0.00	0.00	20,753.62	10,000.00	0.00	64,892.50
4118B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	7,854.50
4500 Uncategorized Income	1,000.00	1,000.00	0.00	0.00	0.00	149,701.22
Total Income	1,000.00	1,000.00	20,753.62	10,000.00	0.00	525,418.30
Gross Profit						
Expense						
5000 Work Outside Church	0.00	0.00	0.00	0.00	0.00	40,773.09
5100 Payroll	0.00	0.00	0.00	0.00	0.00	187,980.39
5200 Office Expense	0.00	0.00	0.00	0.00	0.00	6,880.08
5220 Utilities	0.00	0.00	0.00	0.00	0.00	32,427.12
5240 Clergy Expenses	0.00	0.00	0.00	0.00	0.00	6,022.11
5250 Spiritual Formation	0.00	0.00	0.00	0.00	0.00	304.20
5260 Altar Supplies	0.00	0.00	0.00	0.00	0.00	698.22
5270 General Expense	0.00	0.00	0.00	0.00	0.00	2,325.60
5300 Property	0.00	0.00	0.00	0.00	0.00	37,740.53
5400 Class Expense/NonOperating	0.00	1,000.00	16,262.39	8,266.96	0.00	54,056.86
5418B - Sunday Soup/Sandwich	0.00	0.00	0.00	0.00	0.00	4,461.50
5500 Uncategorized Expenses	0.00	0.00	0.00	0.00	149,701.22	149,701.22
Total Expense	0.00	1,000.00	16,262.39	8,266.96	149,701.22	523,370.92
Net Income	1,000.00	0.00	4,491.23	1,733.04	-149,701.22	2,047.38

Balance Sheet

As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 SsJA Co-Op Checking	145,098.60
1002 Gfld Co-Op Rector Disc	1,294.14
1003 GCB Brokerage Acct	16,783.93
1004 Trustees - Combined Funds	728,394.79
1005 Trustees - Gould Fund	13,304.69
Total Checking/Savings	<u>904,876.15</u>
Total Current Assets	<u>904,876.15</u>
TOTAL ASSETS	<u><u>904,876.15</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2001 Next Year's Pledge Payment	250.00
Total Other Current Liabilities	<u>250.00</u>
Total Current Liabilities	<u>250.00</u>
Total Liabilities	250.00
Equity	
Balance Equity	759,777.55
Unrestricted Net Assets	142,801.22
Net Income	2,047.38
Total Equity	<u>904,626.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>904,876.15</u></u>

Saints James and Andrew Cross

Fred Momaney and Marie Paquette, 2018

Virginia “Ginny” Crawl, 2019

Kathryn Aubry-McAvoy, 2020

St. James Cross Recipients

Jim Hardigg 1988	Dorothy Affhauser 1998	Gerda Bennett 2008
Pearl Stang 1989	Damy & Rita Beaudoin 1999	David Wayne 2009
Bill Morrow 1990	Ced Bannister 2000	Dot Hmielecki 2010
Sam & Jean Hamshaw 1991	John Greene 2001	Doug Stotz 2011
Ed & Velma Holmes 1992	Leon Momaney 2002	Rose & Bernie Murley 2012
Shirley Brulotte 1993	Anne Dorman 2003	Tom & Carol DeRose 2013
Bob Lovett 1994	Alice Kells 2004	Maggie Sweeney 2014
Amy Hollister 1995	Lee & Vern Brown 2005	Jeanne Canteen 2015
Ricker Smiley 1996	Lois Jardine 2006	Margaret Asseng 2016
Gladys Stasinopoulos 1997	Joan Arms 2007	Dennis and Kathy O’Rourke 2017

St. Andrew Cross Recipients

Richard Guy
Bertha Campbell
Ruth Sadowsky
Jack McKinnon
Bill Hattendorf

Ministry Team Reports

Serving in Our Parish

Archives/History

What did this ministry look like pre-pandemic?

Preserve, restore, organize, and exhibit important information of our parish history. Specifically, we: 1. review established files; 2. enter material in the archives: newspaper clippings (never newspaper, always copied), obituaries of our parish's members, events; 4 enter information in the "Finding Aid".

What does this ministry look like now?

Due to the pandemic, we have not been able to meet. Also other members have been involved in other ministries related to the pandemic.

Is there anything you especially want the parish to know about your ministry?

I, Bob Brown, have proceeded with various projects. The attic over the chapel has been cleaned out and all archival/history items have been organized and categorized. I have had two involved requests: a lady from California doing research contacted me and requested information on Anna and Theodore Judah, who were members of the parish and were the first members to be married in the stone structure. Theodore was chief engineer of the California Branch of the Pacific Railroad. Also Kate Wilson from Colorado contacted the parish and her family were descendants of Titus Strong, (our first minister) and offered to donate an oil portrait of Titus Strong. The painting has arrived, but is in need of repair.

After the first of the year, the archives are busy with collecting vestry minutes, collecting bulletins to be bound and collecting clergy sermons and lay persons sermons.

A Future project is to have the first history book scanned and made available for those interested to read from our web page.

How might someone get involved?

Any members with a sense and enjoyment of parish history are welcomed. There is always fine tuning of the archival material. And we always seek individuals with new insight in representing the historical information to the parish (this can include current happenings). Often I receive requests for information from family members who no longer reside in the area, but had relatives who resided here and attended our parish. It is a challenge to locate this information and an achievement when located and I can report the finds.

Contact Person(s):

Bob Brown, RobertKentBrown@gmail.com, 413-773-9211

Counters

What did this ministry look like pre-pandemic?

We had 3 teams of 3 counters each who worked 3 weeks counting and had 6 weeks off.

What does this ministry look like now?

We have 3 teams of 2 counters each who work 3 weeks counting and have 6 weeks off.

Is there anything you especially want the parish to know about your ministry?

We would love to recruit new members who could work either on Sundays after church, or Monday mornings for 1-1.5 hours depending on the day.

How might someone get involved?

Notify the office or contact Fred Momaney @ fmomaney@gmail.com if interested

Contact Person(s):

Fred Momaney, fmomaney@gmail.com, 413-772-2213

Digital Ministry**What did this ministry look like pre-pandemic?**

This ministry did not exist in its current form before the pandemic.

What does this ministry look like now?

The Digital Ministry team is a group of nine digital ministers who run the livestream for our services, and are trained on the audio/visual system for the church. They are responsible for creating a high-quality, engaging virtual production of each service, and troubleshooting any tech issues that come up during the services.

Is there anything you especially want the parish to know about your ministry?

First and foremost, we want to thank the congregation for their investment in the installation of a new audio system and the two cameras that capture our worship for the livestream. Many parishioners contributed financially to this project, which required a good amount of trust and faith in the church leadership. We are so grateful, and we hope everyone is pleased with the outcome!

Secondly, we are proud of the fact that three members of our congregation's youth group are on the digital ministry team. It is the perfect place for them to contribute their skills and expertise to our parish.

Providing a quality livestream is about more than pushing buttons and playing with computers. We believe it is an essential component to making Church accessible to ALL, not just those who are able to join physically in person. It's also a way to keep our church technologically up to date and relevant.

Finally, there is a lot that goes into the production of the virtual livestream behind the scenes, and we'd love to show you how it works if you're interested! Simply contact Reynolds (team leader) to set up a tour. Fair warning, you may be roped into joining!

How might someone get involved?

To get involved, please contact Reynolds Whalen (team leader) to set up a meeting. We always welcome new members with a passion for all things digital!

Contact Person(s):

Reynolds Whalen, reynolds.whelen@gmail.com, 405-590-0280

Finance Committee**What did this ministry look like pre-pandemic?**

Meeting of committee members was in person

What does this ministry look like now?

All meetings are held virtually utilizing Zoom.

Is there anything you especially want the parish to know about your ministry?

The majority of the work is reviewing our Monthly spending and making sure we adhere to our Budget in all categories. We also review any new requests for spending which are not included in the Budget and making recommendations to the Vestry for their Approval of these expenditures.

How might someone get involved?

Contact Alan Kurkulonis or Clergy

Contact Person(s):

Alan Kurkulonis, kurkuae@gmail.com , 413-522-1022

Fundraising Efforts**What did this ministry look like pre-pandemic?**

The Mistletoe Mart and most fundraising was done in-person.

What does this ministry look like now?

A new Concert and Art Gala was an exciting addition to our fundraising endeavors. The Saint Andrew's Guild did 3 outdoor craft sales at the Greenfield Farmers Market, and an online Mistletoe Mart was held by the the parish.

Is there anything you especially want the parish to know about your ministry?

Fundraising for our mission and ministry is a whole community endeavor, as we have witnessed in the recent Mistletoe to Go and Gala. We spent some time this month reflecting on the fact that our most successful fundraisers happen when someone shares something they are passionate about and we turn it into a fundraiser. So we are curious- what are you passionate about? What ideas do you want to see our community explore for fundraisers in 2022?

How might someone get involved?

Submit fundraising ideas in writing. The Vestry will make a final decision on it's feasibility.

Contact Person(s):

Diane Kurkulonis, dkurkulonis@gmail.com

Heather Blais, Heather.Blais@gmail.com

Gardening Team**What did this ministry look like pre-pandemic?**

Pre-Pandemic, we would gather in-person on Wednesday's to garden together and enjoy a pot luck dinner. We had a regular 3-4 people attend on Wednesdays.

What does this ministry look like now?

This ministry continues its work, but we have no longer been meeting in person on Wednesdays. Folks simply show up on campus as their schedules allow and work slowly gets completed throughout the summer months.

Is there anything you especially want the parish to know about your ministry?

If anyone would like to join the Gardening Team, please reach out to Jason at jason.j.blais@gmail.com

How might someone get involved?

If anyone would like to join the Gardening Team, please reach out to Jason at jason.j.blais@gmail.com

Contact Person(s):

Jason Blais, jason.j.blais@gmail.com, 413-475-3476

The Newsletter**What did this ministry look like pre-pandemic?**

N/A

What does this ministry look like now?

Same

Is there anything you especially want the parish to know about your ministry?

The bi-Monthly Newsletter is published on-line (and hard copy for those who need it) from articles, happenings, announcements, diocesan news, etc., The Newsletter is a primary source for keeping up to date with what's going on in the parish.

How might someone get involved?

Anyone can send in an article of interest involving our parish. All submissions will go through an editorial process before being published.

Contact Person:

Diane Kurkulonis, dkurkulonis@gmail.com, 413 522-6484

Pastoral Care**What did this ministry look like pre-pandemic?**

Pre-pandemic, the pastoral care team was more active in that members visited parishioners at home, in the hospital or nursing home and brought the Eucharist when requested. Telephone calls were made regularly. The team as a whole was kept up-to-date on the well-being of parishioners on a regular basis and also met in person regularly.

What does this ministry look like now?

The ministry has varied during the course of the pandemic. For a while, in-person visits were not allowed at all; as it became safer to do so, masked in-person visits took place when needed; the Eucharist was administered in bread only. Now that there has been a further upsurge in Covid 19 cases, in-person visits will probably occur less frequently until it is safer to make such visits again. Members of the clergy continue in-person visits at their discretion and on an as-needed basis. Telephone visits have been made to more parishioners in an effort to help people feel less isolated and to try to maintain a sense of community and fellowship within the parish as a whole. Team gatherings, rather than being in-person, have met via zoom.

Is there anything you especially want the parish to know about your ministry?

New members of the pastoral care team are always welcome. Members are required to take the diocesan safe-church training once every three years, to have the CORI test and to meet with the group as a whole on a regular basis - usually once every 6-8 weeks. At this time, people who enjoy connecting with fellow parishioners by 'phone would find this a gratifying ministry.

How might someone get involved?

To become involved, speak to one of the clergy or call Deacon Ann Wood.

Contact Person(s):

Deacon Ann Wood, annjohnsw@gmail.com, 413-665-8478

Kathryn Aubry-McAvoy, kaubrymcavoy@aol.com, 413-775-3887

Prayer Circle**What did this ministry look like pre-pandemic?**

People ask for prayers either in person or electronically. I add the person to our Google spreadsheet and send it out to the Circle members.

What does this ministry look like now?

Same

Is there anything you especially want the parish to know about your ministry?

It's available all the time. We tend to keep people on the list longer because so many have longer term issues. The information is confidential and only shared within the group.

How might someone get involved?

Ask Heather Blais or Molly Scherm about joining the Circle.

Contact Person(s):

The Rev. Heather Blais, Heather.blais@gmail.com, 413 773-3295

Molly Scherm, mollyscherm@gmail.com, 508-561-0197

Ella Ingraham, ejmai27@gmail.com, 860-684-4420

Property Committee**What did this ministry look like pre-pandemic?**

We met every month in person.

What does this ministry look like now?

We meet every month by Zoom

Is there anything you especially want the parish to know about your ministry?

All you need to join our team is a desire to make our campus better.

How might someone get involved?

Get in touch with Heather or me if you are interested in joining our team.

Contact Person(s):

John Greene, jgreene@smith.edu , 413-695-0323

Property Use**What did this ministry look like pre-pandemic?**

In 2019, income from the use of our facilities by outside groups was \$45,000.

What does this ministry look like now?

The income has nearly been cut in half due to the pandemic.

Is there anything you especially want the parish to know about your ministry?

Sadly, we lost Tapestry's lease of our Lower Level in August 2021. They outgrew the space in the Lower Level of the Parish Hall. Happily, we currently have an Hispanic church, Iglesia Pentecostal Libertad, leasing two of the three rooms of the Lower Level.

How might someone get involved?

Please recommend the use of our facilities by anyone you know in need of a public space for their event: birthday/anniversary parties, meetings, ongoing groups, etc. The Parish Hall and Kitchen, the Whiteman Room, and the Lower Level are great assets, not only for our parish, but for the wider community. Our most effective form of marketing is word of mouth. All parishioners are members of "the team"!

Contact Person(s):

Beau Bowler, office@saintsjamesandandrew.org, 413-773-3925

Spiritual Life Team**What did this ministry look like pre-pandemic?**

We would organize events for particular dates. The invitation was open to all. Activities included gathering to discuss changes in the liturgical year, book discussions, personal spiritual practices, and, the intersection of faith & social/racial justice.

What does this ministry look like now?

As of this moment in time, this ministry is on pause.

Is there anything you especially want the parish to know about your ministry?

This team is open to any suggestions regarding activity directed toward our spiritual life as a faith community.

How might someone get involved?

contact Heather, Molly, Dan or Ben

Contact Person(s):

Ben Cluff, bhcluff@yahoo.com
Dan Carew, u2carew@gmail.com

Vestry

What did this ministry look like pre-pandemic?

We are the governing board, comprised of clergy and elected lay-members of SsJA, who are responsible for defining and articulating the mission of the congregation; to support the church's mission by word and deed, to select the rector, to ensure effective organization and planning, and to manage resources and finances. Pre-pandemic we met monthly in-person.

What does this ministry look like now?

In the pandemic we shifted to online meetings, which, all-in-all, have worked quite well for our group.

Is there anything you especially want the parish to know about your ministry?

In 2021, we thoroughly investigated what we needed to do to prepare for in-person worship and provide high quality and meaningful live stream of our in-person worship. Our goal was to ensure worshippers could choose whether to attend in-person or online. The Vestry ultimately accepted a bid from Michael Moscatelli of Small Town Sound and Photo that would provide us with the equipment and tools we needed to offer quality livestream of our worship.

We also engaged in several conversations throughout the year about the work of becoming beloved community (racial reconciliation) and how to go about fundraising for mission.

We have recently begun to engage in some strategic planning as we consider a creative vision of SsJA future.

How might someone get involved?

Contact Rev. Heather to learn more about running for Vestry, an elected position.

Contact Person(s):

Rev. Heather, heather.blais@gmail.com, 413-773-3925

Welcome Team

"We greet and make guests and new people feel welcomed to our church.

We assist new people to integrate into our parish life.

We participate in Festival Sundays.

We provide Episcopal Name Tags for all new people and replace lost ones.

We provide and replenish Welcome Cares in the pews.

We have written a Newcomer's Guide with a map of our campus.

"We meet on the second Tuesday of the Month @ 3:00PM in the church meeting room.

How does one get involved with this ministry? Contact Dr. Bill or come to a meeting.

What are the benefits of being part of this Ministry?

Opportunity to meet new people and help them feel comfortable. Work with a Great and enthusiastic Team. The three things that this ministry focuses on this past year; participation in Festival Sundays, provide Episcopal name tags for all newcomers."

(written by Carol Johnson for the Welcome Team, revised).

The Welcome Team Meetings:

August 18th

September 15th

October 27th, [The October meeting was also shared on computer connection via Rev. Heather's Portable Laptop, for those unable to meet in person.]

December 7th, a meeting was held in the Whiteman Room.

Name Tags Ordered for:

Allyson Michal

Josh Michal

Julia Whalen

Reynolds Whalen

Lily Whalen

Desmond Drake

Karen McFee

Robert Scull

The Welcome Team discussed the connections with the Ushers and the importance of the initial contacts for new visitors. The Welcome Team will reach out to find a mutually beneficial time to meet and discuss our mutual interests in supporting Saints James and Andrews in the new year.

Contact Person

Dr. Bill Strader, Chair, Dr.bstrader@gmail.com, (413) 625-6374

Youth Group**What did this ministry look like pre-pandemic?**

This is a newer ministry that did not exist in its current form before the pandemic.

What does this ministry look like now?

The Saints James and Andrew Youth Group is a community of young people (roughly ages 11 – 18) in the church who gather for fellowship, service, and fun. We meet on the first and third Sundays immediately after the 10 a.m. church service to share a meal, have discussions and fellowship, and play games. In addition, we participate in community service activities and periodic fun outings like hikes, bike rides, and visits to Mike's Maze.

Is there anything you especially want the parish to know about your ministry?

We are always looking for creative ways to incorporate the youth into the life of the church, and we welcome your ideas! Most recently, we made Christmas cards and delivered them with cookies and caroling to several home-bound members of our congregation. This was a highlight of the year for many of us!

How might someone get involved?

Just show up! We are always excited to see new faces at our regular Sunday meetings, and you can also contact Reynolds or Julie (co-leaders) with questions or suggestions.

Contact Person(s):

Reynolds Whalen, reynolds.whelen@gmail.com, 405-590-0280

Julie Carew, cellojulie@gmail.com, 617-997-5827

Serving in Our Community

Caregivers Support Group

What did this ministry look like pre-pandemic?

The group met bi-weekly to allow members responsible for loved ones with chronic medical conditions to support one another in the challenges of caregiving, including discussing and strategizing around particular difficulties.

What does this ministry look like now?

When the pandemic began, the group easily moved to a virtual format. Over the course of the pandemic and, in particular, during 2021, the group has become less necessary. Several cared-for loved ones have either passed away or recovered sufficiently that the need for regular support from the group has decreased. During the spring of 2021 the group moved to a monthly schedule, and in September, decided to discontinue regular meetings.

Is there anything you especially want the parish to know about your ministry?

Mutual support shared by caregivers has been invaluable to members of this group, including both members of the parish and non-members who joined the group by referral of friends. The group is on hiatus, but stands ready to reconvene, should the need arise. We hope that caregivers who would benefit from peer support will make their interest known.

How might someone get involved?

Contact either of the leaders -Molly Scherm or Faith Community Nurse Kathryn Aubry McAvoy

Contact Person(s):

Molly Scherm, mollyscherm@gmail.com , 508-561-0197

Emmaus Companions

What did this ministry look like pre-pandemic?

Pre-pandemic we walked with homeless folks and those on the economic edge sharing their victories and losses and try to show the compassion for others that Jesus showed to those in his day and place

What does this ministry look like now?

We pretty much look the same as we did before the pandemic. We have improved our relationship with some service providers and assisted them in making easier connections with those they serve.

Is there anything you especially want the parish to know about your ministry?

The members of our ministry are older folk and we would welcome more and younger partners in our ministry.

How might someone get involved?

Steve and Dennis O'Rourke typically walk on Thursday mornings from 9:00 to around 11:00 starting at the church. Join us then. Alternatively, call or email Steve or Charlie to set up another time that might better fit your schedule.

Contact Person(s):

Steve Houghton, steve@firefact.com, 413-522-7912

Charlie Houghton, charliehoughton@icloud.com, 413-522-7914

Green Team

What did this ministry look like pre-pandemic?

We met in person and had in-person events like the 100 mile meals.

What does this ministry look like now?

We meet using Zoom and have not had in-person events.

Is there anything you especially want the parish to know about your ministry?

We are in the process of planning for 2022 and would love input.

How might someone get involved?

Contact any member, Fred Momaney, Kathy O'Rourke, Sandy or Tupper Brown, Joan Pyfrom or Ella Ingraham

Contact Person(s):

Ella Ingraham, ejmai127@gmail.com, 860-684-4420

Health Ministry

What did this ministry look like pre-pandemic?

Provided programs and services which promote health and healing in body mind and spirit. Participated in Pastoral Care, healing liturgies, Caregiver Support Group, and other health related activities. In the past we have offered info on mental health, advanced directives, decision making at the end of life, CPR and defibrillator training, and stress reduction.

What does this ministry look like now?

Much the same goals, although most contact and consultations are done on an appointment basis, contact by email, Zoom or phone, or meeting after church..

Is there anything you especially want the parish to know about your ministry?

Outreach health-related programs have been planned in conjunction with the Mission team, so to get involved you might attend these meetings (see Maggie Sweeney), or speak to me.

How might someone get involved?

We are always looking for your ideas. What health-related info or support interests you?

Contact Person(s):

Kathryn Aubry-McAvoy FNP, Faith Community Nurse, kaubrymcavoy@aol.com, 413-775-3887

Labyrinth Coalition

What did this ministry look like pre-pandemic?

We gathered outdoors near and on the labyrinth about once a month to enjoy each other's company and to talk about how we might expand knowledge and appreciation of this resource within our parish and in the wider community. We had hoped to sponsor events on the labyrinth, but the pandemic hit less than a year after it was completed.

What does this ministry look like now?

We still get together from time to time to share labyrinth resources and to maintain our friendships. We take great pleasure in the fact that our community neighbors have continued to feel welcome on our property, even during the long months when the sanctuary had to be closed. As a safe place to meditate out of doors, the labyrinth has been a tremendous resource for all.

Is there anything you especially want the parish to know about your ministry?**How might someone get involved?**

We very much want to see more parishioners (and other community members) get involved in this ministry. Coalition members are all getting on in years, and we want to share our knowledge and enthusiasm with others while we are still able, so that this energy can continue to spread. We need help both maintaining the labyrinth and initiating programs that will bring in neighbors. Interested people should contact Maggie (below).

Contact Person(s)

Maggie Sweeney, magsween10@yahoo.com, 413-834-7661.

Heather Blais, heather.blais@gmail.com; 413-773-3925

Mission Team**What did this ministry look like pre-pandemic?**

We met every other month, in person, to talk about the outreach ministries of the parish. The Mission Team has always consisted of representatives from each of the groups in the parish whose primary focus is on outreach to and collaboration with our wider community. In addition, anyone in the parish is welcome to attend a meeting if they have thoughts or ideas about how we interact with our neighbors and about whether we need to add a ministry or reconsider how we live out our ministry to our community.

What does this ministry look like now?

Early in the pandemic we shifted to monthly meetings because many of our outreach activities – especially the feeding ministries – needed frequent tweaking, brainstorming and re-imagining as we grappled with the challenges presented by COVID. All of our meetings shifted to Zoom, and the plan is to keep them that way. In recent months we have gone back to less frequent gatherings in hopes that meeting quarterly will be adequate to keep us all up to date on what is happening and what changes might need to be made.

Is there anything you especially want the parish to know about your ministry?**How might someone get involved?**

We see our outreach ministries as a very important part of who we are as followers of Christ. Now that we meet on Zoom, we hope anyone who would like to get more involved or bring us ideas will feel welcome to attend. Our next meeting will be on Monday, Feb. 7 at 6:30.

Contact Person(s)

Maggie Sweeney, magsween10@yahoo.com, 413-834-7661.

Heather Blais, heather.blais@gmail.com, 413-773-3925

St Andrews Guild

What did this ministry look like pre-pandemic?

Saint Andrews Guild is a craft and sewing ministry. Pre-pandemic we met weekly to sew together, teach, share skills and participate in community charity projects. We participated in church fundraising, selling quality hand-made items at church and community fairs and festivals.

What does this ministry look like now?

Our sewing together has been on hold since the Pandemic. In spite of this, we have organized and produce two online Holiday Mistletoe Marts, participated in 3 craft fairs in town and donated hand-made baby gifts to local Community Social Service organizations.

Is there anything you especially want the parish to know about your ministry?

We miss sewing together and look forward to resuming our meetings. If you like to sew and would like to join us, please make contact. Bring your ideas for community service. How about a virtual sew-in or knit night?

How might someone get involved?

Contact us!

Contact Person(s):

Kathryn Aubry-McAvoy, kaubrymcavoy@aol.com, 413-775-3887

Diane Kurkulonis, dkurkulonis@gmail.com, 413-522-6484

Second Helpings

What did this ministry look like pre-pandemic?

Pre-pandemic we served meals every Monday for a sit-down meal in the parish hall with volunteers from Deerfield Academy and the parish.

What does this ministry look like now?

We serve meals every Monday from a to-go window with no sit-down option. Deerfield Academy students returned to serving with us fall of 2021.

Is there anything you especially want the parish to know about your ministry?

The ministry is a nice collaboration between SsJA and Deerfield Academy and has been serving meals in Franklin County for 21 years. We also have a partnership with the youth group from St. Paul's who serve multiple times per year. This year, the SsJA youth group served for the first time.

How might someone get involved?

They can contact Erin Donnally Drake and sign up to be on the list to serve. Usually parish members serve during school breaks when Deerfield students are unavailable.

Contact Person(s):

Erin Donnally Drake, erin.donnally.drake@gmail.com, 413-695-5587

Sunday Soup and Sandwiches

What did this ministry look like pre-pandemic?

We didn't exist pre-pandemic. What a group of us did prior, however, was prepare a monthly meal for Cathedral in the Light and when we did the same for Bread of Life. When that stopped meeting due to the pandemic, we saw the need in our community to keep the meal going, and so Sunday Soup and Sandwiches was born.

What does this ministry look like now?

Now we seem to be a well oiled machine with most kinks worked out. We work with a team of volunteers, both new and old alike, to provide a hot meal for folks in our community. Most weeks we serve about 70 meals that consist of a freshly made soup and a sandwich. For nearly two years this endeavor has been sustained with help from folks only in our parish, but as 2021 came to a close we felt we needed some outside help with our shrinking volunteer pool and reached out to other community groups to help us. We have had decent interest from community members and will be welcoming them into our ministry starting in February.

Is there anything you especially want the parish to know about your ministry?

People are so grateful when they get their meal(s) from us. Many have said that they never thought they would have to get outside help to feed themselves and their families. It can be a very fulfilling ministry knowing we are helping those in our community with such a need. It definitely takes a village for this ministry to operate smoothly, and without all the support we wouldn't be here. Thank you!

How might someone get involved?

Everyone is welcome to help out and we can always use new people. We meet on Sunday mornings at 10:45 and prepare and distribute the meal. A team of parishioners share the leadership duties, but the best way to get involved is to email our scheduler, Erica Burns, with your availability and she can work you into the schedule.

Contact Person(s):

Erica Burns, ericaburns@gmail.com, 413-230-4458

Whitney's Pantry

What did this ministry look like pre-pandemic?

"Before" we were a pantry with choices, like real shopping. Our guests selected from a variety of personal care items, various brands, bonus items, etc.

What does this ministry look like now?

Now we pre-pack bags and hand them out the window -- less choice, less personal.

Is there anything you especially want the parish to know about your ministry?

We have endured, not missing a month throughout the pandemic. In spite of the majority of our volunteers being of "vulnerable" age, everyone has showed up and done the job -- shopping, packing, distributing. We will keep calm and carry on!

How might someone get involved?

Contact Josie Queneau (josiequeneau@gmail.com) or Doris McLeod (dorismcl219@gmail.com)

Contact Person(s):

Doris McLeod. dorismcl219@gmail.com, 413-774-7160

Serving in Our Worship

Flower Guild

What did this ministry look like pre-pandemic?

We were supplying fresh flower bouquets every Sunday for the chapel and main sanctuary.

What does this ministry look like now?

We are using live pothos plants to adorn the altar each week in the main sanctuary unless someone requests a memorial or honorarium at which time we will provide fresh flower bouquets.

Is there anything you especially want the parish to know about your ministry?

We will provide fresh flower bouquets for memorials or honorariums if someone makes a special request. Simply contact Beau at the office and he will notify me.

How might someone get involved?

We welcome anyone who may be interested.

Contact Person(s):

Kathy O'Rourke, kathyo1950@yahoo.com, 413-687-5125

Music Ministry

What did this ministry look like pre-pandemic?

The choir sings at Sunday morning and holy day services from September through May. Its role is to lead the congregation in the singing of hymns and service music. In addition, it sings a choral piece at the offertory. The choir practices weekly and begins its warmup about an hour before the start of each service.

Instrumentalists participate in the service on occasion, either as a soloist or part of a group. They can provide prelude music, a meditation piece during the service, or accompany sung music.

All singers and instrumentalists generously volunteer their time and talents to the music ministry.

What does this ministry look like now?

The choir is temporarily suspended. However, several choir members do attend services and informally help with the congregational singing. Choir members are often contacted via email and kept informed of any unfamiliar or difficult hymns so that they can prepare individually in advance.

A bell choir was started this fall. It practiced weekly and performed on Christmas Eve. It will continue to practice regularly and perform at more services throughout the year.

Is there anything you especially want the parish to know about your ministry?

There is a place for everyone that wants to participate. Choir members do not need to audition to join, and there is no requirement to read music. The bell choir also welcomes new members that have no prior experience. In both cases, inexperienced members are taught what they need to know and learn from those who have more experience.

How might someone get involved?

If you would like to join the choir or if you would like to play instrumental music, speak with parish musician Joe DiMarino. If you would like to join the bell choir, speak with Kathryn Aubry-McAvoy.

Contact Person(s):

CHOIR and INSTRUMENTALISTS: Joe DiMarino, jrdimarino@gmail.com, 508-517-2032

BELL CHOIR: Kathryn Aubry-McAvoy, Kaubrymcavoy@aol.com, 413-775-3887

Worship Leaders Ministry

Worship life at Saints James and Andrew has always depended upon teams of devoted parishioners. Liturgical participants work together to bring the rich liturgical resources of our Episcopal tradition alive in our community. When we say “Worship Leader” in this sense we don’t mean those “Licensed Lay Worship Leaders” that are authorized by the Diocese to lead occasional services, but to the more inclusive group of LEMs, Acolytes, Lectors, and Ushers.

With such a strong crew of volunteers over the years, enhanced with the merger, some team members only got to serve once or twice each quarter. This large crew changed with the advent of Covid-19, with most duties essentially suspended while we could only meet electronically. Returning after vaccinations to a single, socially-distant worship service this year allowed for a limited resumption of the ministries, but Covid-adjusted with only a single LEM, a single reader, and no acolyte. At the beginning we used three ushers, but that need was temporary and soon reduced to the normal two. Long-term we expect to return to the earlier two Lectors, two LEMs, an Acolyte, and two ushers. As Verger (if I’m not travelling), I continue to head the procession and sometimes lead the creed and/or the confession.

Eucharistic Ministers & Acolytes: Members of the congregation are licensed to serve as Lay Eucharistic Ministers (LEM’s), assisting with serving Communion when a chalice is used, and assisting the priest at the Lord’s Table. On Sundays, LEM’s usually wear vestments (provided by the parish).

Acolyte means *follower*, or *one who helps*. SJA acolytes are trained to light candles, bear torches (and other ritual objects) in procession and at the altar. Acolytes have included older children, but most who serve in the position are part of the regular LEM roster.

Lectors & Intercessors: The Episcopal Dictionary defines a lector as “a lay person trained in reading scripture who is appointed ... to read lessons or lead the prayers of the people. The term is from the Latin, “to read.” There is no license required for this lay ministry. A lector is also known as a reader. Lay persons served as readers in the early church. However, by the third century this ministry was performed by those ordained to the minor order of lector (reader). The minor orders became steps leading to ordination to the priesthood. The reading of the gospel at the eucharist was the responsibility of the deacon by the fourth century. The lector read from the ambo (lectern) in the basilicas of the fourth and fifth century.

Greeters/Ushers: Smiling, cheerful people greet everyone entering our doors on Sunday mornings. Ushers make sure the church is open before services, guide congregants and visitors to the pews and to Communion, receive the collection, arrange for presentation of the people’s gifts at the Offertory, and assist anyone who becomes ill or distressed. Most ushers are scheduled to serve twice per quarter. This is a great ministry for getting acquainted with parishioners and newcomers!

Contact Person(s)

Bill Hattendorf, Verger, bill@hatsoffdesign.com, 603-283-8950