



**A PLACE FOR EVERYONE.
A MINISTRY FOR EVERYONE.**

**ANNUAL MEETING
January 30, 2022**

St. Paul's Episcopal Church

1710 East Superior Street, Duluth, Minnesota 55812

www.stpaulsduluth.org

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ANNUAL MEETING

January 30, 2022

AGENDA

R = take RESPONSIBILITY for what you say and feel without blaming others.

E = use EMPATHETIC listening.

S = be SENSITIVE to differences in communication styles.

P = PONDER what you hear and feel before you speak.

E = EXAMINE your own assumptions and perceptions.

C = keep CONFIDENTIALITY.

T = TRUST ambiguity because we are not here to debate who is right or wrong.

Opening Prayer	The Rev. Richard Swenson
Introduce Vestry Members, Clerk	Nancy Schuldt, Sr. Warden
Approve Minutes 2021 Annual Meeting	Cris Levenduski, Clerk
Presentation: 2021 Year in Review Photos and Memories	Timothy Metcalfe, Videographer
Rector Search Team Report	Mary Dragich, Chair
Affirm 2022 Operating Budget	Parish
ELECTIONS	
Nominees for Vestry and Treasurer	Eirik Rennan, Jr. Warden, for Nominating Committee
Delegates to ECMN Convention	Nancy S. and Rev. Swenson
Nominating Committee	Nancy S.
Report of the Senior Warden	Nancy S.
Rector's Report	Rev. Swenson
Other Business	All
Acknowledge Retiring Vestry Members	
Closing Blessing	Rev. Swenson

**ST. PAUL'S EPISCOPAL CHURCH
1710 EAST SUPERIOR STREET
DULUTH, MN 55812**

ANNUAL MEETING MINUTES

Sunday, February 7, 2021 11:00 am

Call to Order: Senior Warden Nancy Schuldt called the meeting to order at 11:04 am Mother Debra Kisinger offered an opening prayer and introduced the RESPECT guidelines which guided the meeting.

Vestry Transitions: Nancy introduced Vestry members and the Clerk and then acknowledged Vestry members whose terms were completed-- Jay Austin, Jason Butcher, Don Pedersen, and Angie Shambour--thanking them for their three years of service on the Vestry.

2020 Photos and Memories: Tim Metcalfe shared a 9-minute video with memories of St. Paul's in early 2020 before the pandemic forced the closure of in-person gatherings.

Nominees for the Vestry: On behalf of the nominating committee (Eirik Rennan, Amber Sadowski, and Sue Stromquist), Junior Warden Eirik Rennan presented nominees for the four people to replace those Vestry members rotating off as well as a person to fill out Kathy Baumgarten's term. The nominees for the four three-year terms are: Carol Andrews, David Clanaugh, Rick Lyle, Gary Olson. For the partial term remaining on Kathy's appointment, the committee nominated Judy Harvey. Hearing no additional nominees from the floor, Nancy accepted the report of the nominating committee as a motion. Kathleen Smith seconded the motion. It carried with a unanimous vote of those present.

Nominees for Delegates to the ECMN Convention: St. Paul's is allocated four delegates to the convention which will be held this year on November 5-6 in Bemidji. In addition, delegates participate in three NE Mission area gatherings. Previous delegates Nat Constance and Jill Peterman are willing to continue to serve, as is Nelson Thomas who will continue as an alternate. Nancy asked for nominations or self-nominations for the other two positions. Rebecca Ballou-Buck and Nancy Diener expressed interest in serving as delegates, and Kathy Leonard volunteered to be an alternate. Leslie Brunfelt moved to approve this slate of delegates, and Mary Helf seconded. The motion was approved unanimously.

Minutes from the Last Annual Meeting: Nancy asked for a motion to approve the minutes from last year. Jane Jarnis asked that they be amended to include more detailed information about reductions in staff hours that were discussed at the budget forum and again at the annual meeting. Nancy will provide this information to be included as an addendum to the 2020 minutes. Jack Jarnis moved to accept the minutes as amended and David Clanaugh seconded. The motion passed unanimously.

Interim Rector's Report: Mother Debra expressed her thanks for the warm welcome she has received at St. Paul's and explained her role as an Interim Rector during this time of transition. She announced the Transition Companions who will work closely with her: Ken Buck, Tom Diener, Lynnea Hultkrantz, Jack Jarnis, Diane Kolquist, Carrie Miller, and Terry Roberts. Joanne Erspamer has agreed to lead Christian formation during the transition, and Mother Debra is forming a worship committee. Deacon Pat Benson will establish

and lead a pastoral care committee as well as developing and leading outreach activities.

Vestry Priorities: Nancy Schuldt expressed her thanks to Barb Elliott for her leadership during the past months. Given the enormity of tasks facing the Vestry this year, they will begin meeting semi-monthly starting in March.

Priorities for the year include 1) selecting a campaign consultant and beginning a capital campaign (more on this in Part 3 of the annual meeting); 2) reexamining how we do business including a look at the by-laws, creating or reinvigorating committees to help accomplish the work of the church, and reevaluating staffing needs, and 3) identifying priorities for the capital campaign.

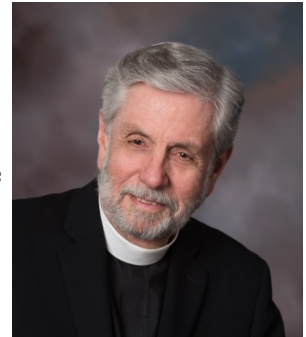
Introduction of Deacon Patricia Benson: Mother Debra welcomed Deacon Pat to St. Paul's and gave her the opportunity to introduce herself to the congregation.

Closing: A motion to adjourn the meeting made by Mary Helf and seconded by Jay Austin was unanimously approved. Mother Debra offered a benediction and the meeting adjourned at 12:40 pm.

Respectfully submitted by,
Cris Levenduski,
Clerk

Report from The Rev. Rick Swenson Priest in Charge

When Bishop Loya asked if I would accept a call to serve as Priest in Charge here at St. Paul's, he "charged" me with helping "calm the waters" and assist you in focusing on the future and the challenges ahead after the difficult year or more this historic congregation has experienced. I see this ministry first and foremost as one of listening and learning from you what your aspirations and your needs are at this time of transition, and then assisting you in whatever way I can to achieve those goals.



It has only been a short several months that I have been with you and those have been a busy transition time for me as well. I will soon be moving from Ely to Duluth which will allow me to devote my energies more fully to my ministry here at St. Paul's. During the short time I have been with you, however, I have been heartened by the energy, commitment, and depth of your call to worship and serve God in this time and place. Although I know that these are anxious times of transition which are only exacerbated by the Covid pandemic, I am confident that God will see us through this period, and St. Paul's will emerge as vibrant and joyous a community of faith as ever.

What I have heard from you over these past few months is that you are anxious and ready to move forward. So, for the next several months I will be meeting regularly with the leadership of the parish and the various committees to work and plan in several key areas of ministry:

- **Music & Liturgy**: It will be wonderful to work with Brian Copple, the choir, and the Worship Committee as we welcome Brian as our new Music Director.
- **Worship Services**: As soon as I am moved to Duluth, I want to re-institute celebration of the 8:00 am Sunday Eucharist service. I would also like to begin discussions about how and when we might consider restarting the "Wednesday Church Night" liturgy, fellowship, and formation opportunities.
- **Formation**: There have been initial discussions among the Vestry again about how and when to begin offering multiple formation opportunities for all ages which I know there is a spiritual hunger and need for in this congregation. I would like to continue those discussions and begin trying to formulate an overall program and schedule.
- **Pastoral Care**: A "steering committee" is being formed of current clergy and "clergy emeritus" here at St. Paul's, together with several others, to develop a pastoral care plan for St. Paul's. This plan will include those who have been trained and will be shortly certified/licensed and those who have an interest in being trained in the "Befrienders" program.

These efforts are just the beginning of the work which you have indicated to me needs to be done. I look forward to working with all of you as we move together into the future as disciples of our Lord and Savior, Jesus Christ.

Faithfully yours in Christ,
Rick+

Report from The Rev. Deacon Patricia Benson

I joined St. Paul's as your deacon in February 2021 to serve at liturgies as directed by the Book of Common Prayer, and to work in the areas of pastoral care and outreach for an average of 12 hours per week (non-stipendiary).

My first charge was to form and train a team of BeFrienders to support the pastoral care ministry at St. Paul's. Together with Natalie Constance (certified to offer Be-Frienders training), we conducted a retreat in late September to prepare a team of six, and have at least that many more interested in BeFrienders and the next training opportunity. I look forward to seeing this team commissioned and will provide a support role as Nat takes the lead with the BeFriender Ministry team.



The Faith in Our Future meetings revealed St. Paul's commitment to outreach. St. Paul's is a CHUM member congregation, a founding member of the Gabriel Project, and strong supporter and collaborative partner with both Damiano Center and Loaves and Fishes. Covid has changed many things, including our capacity, how we are able to engage with our neighbors, and the needs of our community. I'm working with vestry liaisons for Outreach as well as many of you who have experience and history in St Paul's Outreach Ministries, to explore how we carry on this work in 2022 within the continuing pandemic.

A deacon stands between the church and the world, and the book studies I've led in 2021 were chosen to increase awareness and relationship. I've invited you to participate in Joint Religious Legislative Coalition (JRLC) webinars and a Legislative Recap, to explore the stories and gain understanding of the issues encountered by our neighbors, and how we might stand with them. I'll continue to serve as a bridge between St. Paul's and our neighbors, and invite you to walk with me as we share our stories and together heal the world with God's love.

For continuing education, I'm part of a cohort with the Iona Collaborative, studying Asset-Based Community Development at Seminary of the Southwest. My spiritual practice includes Morning Prayer (Rite II) daily, during which I offer intentions and a time of meditative listening before the Great Thanksgiving. You remain in my heart, in my thoughts, and in my prayers throughout the week.

Report from The Rev. Margaret W. Thomas Priest Emerita



Over the past year I assisted Deacon Pat Benson with some aspects of pastoral care. I helped her make connections of family, location and ways for approaching parishioners. While Debra was away in the summer and a person was approaching death in a Hospice, I made several visits, including the Last Rites and funeral. I have continued to attend Sunday services in person, several funerals and several more funerals at St. Andrew's. I attend Zoom services and attended ECMN Convention in November via Zoom. After Debra left, I resumed my past practice of connecting with the former St. Edward's folks and the Damiano Soup Kitchen Team where I worked for 39 years. Since Rick Swenson joined us I have visited with him several times about my future situation. We seek to revive a real pastoral care team with Barb Elliott, Pat and myself. I preached at St. Paul's for Advent 1. My vision and mobility are quite limited. I can still do phone and limited in-person visits.

Report from the Senior Warden: Year End 2021



Those of you who tuned into our Zoom virtual annual meeting last year, or accessed the materials prepared for distribution, may recall that we shared our “Vestry Priorities” for 2021. I’d like to circle back to those priorities (in italics below) and report on our progress through the year.

Welcome new vestry members, and restructure our meeting schedule to accommodate more discussion time/fewer agenda items:

- The vestry continued to meet twice a month throughout the year, focusing on vestry training and development in one meeting and business/financials/decision-making in the other.

Select consultant and initiate capital campaign; identify and support parish leadership team:

- Vestry interviewed three qualified consultants and ultimately selected Linda Buskirk (Core Capital Campaigns) as our consultant. We recruited a team of parish members to support the process and plan for our “Faith in our Future” small group meetings during the summer. This effort successfully integrated critical information gathering for both a capital campaign and the rector search process.

Work with Interim Rector and Deacon on transition process, with initial focus on:

Policies and Procedures: *Review, updating, and developing bylaws, roles and responsibilities, committee input, and integration with vestry*

- Vestry evaluated parish policies and operating protocols, updating our Employee/Personnel policies and beginning major update to parish bylaws. We returned to a lay leadership model that includes a Treasurer on the vestry executive team (along with wardens and clerk).

Committees: *Revitalizing existing, facilitating new committees; let go of those committees who have run their course, empowering more parish members to actively engage in mission and ministries*

Vestry reviewed existing committees and ministry structure, considering ways to clarify the connections between lay ministries, lay leadership and clergy direction. Connections and communications with existing committees were made, and a framework for strengthening ongoing planning and activities is in place. Vestry members are now serving on some of these committees:

Pastoral Care Committee: *support Interim Rector and Deacon*

- Vestry supported the Interim Rector and our new Deacon as pastoral care needs and the various means for meeting them were defined, including re-establishing a Befrienders program.

Communications Committee: *Particularly interested in developing a Communications Committee, that can assist Rita in spreading the word, updating/refreshing website, examining multiple methods and levels of communication (including old-school, like phone trees and new school, like technologies)*

- This committee’s work is just getting underway, with a priority on establishing a webpage focused on the search for our new rector.

Safety Committee: *Support the Safety Committee in developing a safe reopening plan for St. Paul’s, to be approved by the diocese*

- A team was convened to draft a safe church reopening plan, which was approved by vestry and the diocese. In-person worship commenced in May and has continued, along with safe gathering policies for events (confirmation service, Rally Day, Sunday coffee hour, etc.) which evolve as local/regional Covid statistics affect us.

Video/Technology Team: *Support video/technology team as we transition to livestreaming of services*

- St. Paul's successfully transitioned to livestreaming our in-person worship services immediately upon returning to live services, and a small team has been trained to manage the technology. Vestry has recommended additional funds in the 2022 budget to enhance the audio technology and improve sound quality both in the sanctuary and in the livestreamed content.

Personnel Committee: *Continue to work with Personnel Committee to evaluate emerging staffing needs*

- The Personnel Committee successfully recruited and hired a new Bookkeeper in June, after the unanticipated retirement of our long-time parish treasurer. We successfully recruited and have hired a new Music Director, who will begin in early 2022. The Sexton position will remain vacant, as we have opted to contract for housekeeping services and daily boiler checks. The Christian Formation Director position will be evaluated further in 2022 as we welcome a new rector and consider their strengths and vision for St. Paul's.

Outreach Committee: *Establish, with the assistance of the Deacon, to begin planning for more robust outreach program supported by capital campaign.*

- A new Outreach Committee is now meeting, working with Deacon Pat to identify opportunities and priorities for St. Paul's to expand our outreach efforts. A future capital campaign can be structured to provide sustainable funding to support the priorities and approaches that are collectively identified.

In addition to these actions specific to our defined vestry priorities, we would like to acknowledge other actions, decisions and progress that have occurred over the past year:

- The belltower tuckpointing project was completed, and financing was secured to manage the significant costs incurred. St. Paul's was recognized by the Duluth Historic Preservation Alliance (for the third time!) for this significant restoration project of our beloved building.
- We welcomed Bishop Loya to St. Paul's in August for a joyous confirmation service, and our first opportunity as a vestry to meet face to face with him and share our concerns and priorities. The Bishop and others at ECMN have been tremendously supportive of St. Paul's as we weathered the change in interim rectors and initiated our rector search process.
- We called and commissioned a rector search team in October, and they are making great progress in compiling our parish portfolio for the diocese to share with prospective candidates.
- We welcomed our new interim rector, the Reverend Richard Swenson, in November and have quickly established a solid and effective working relationship to carry us through the remainder of our transition.
- St. Paul's parish giving (pledges and income) has remained remarkably strong throughout the challenging past two years! The vestry and wardens deeply appreciate the impact of this consistent financial support on our ability to manage parish expenses and respond to changing needs. We thank all of you for your continued investment in the future of St. Paul's!

Respectfully submitted,

Nancy Schuldt,
Senior Warden

Nominating Committee Report

Our charge was to propose a slate of candidates to replace the retiring Vestry members.

The committee respectfully submits to the wardens, clergy, vestry and members of St. Paul's the following slate for the 2022 Vestry class:

- Susan M. Anderson
- Nancy Diener
- Timothy Metcalfe
- Eric Thomas

Each are nominated for a three-year term.

For Junior Warden the committee submits Kathy Leonard. The term for the Junior Warden is two years.

Respectfully submitted,
Angie Shambour and Jason Butcher

Profiles of Vestry Nominees

Susan M. Anderson

St. Paul's has been a part of my life for close to forty years. I was raised in the Methodist church and had my doubts when my cradle Episcopalian husband suggested we visit St. Paul's. What I discovered was a community that was welcoming, even to those who had questions. I have experienced it as a loving, caring community; a place where we raised our children, which supported us during our challenges, and also reached out to folks in the wider community.

Over the years I have been involved in many ways - volunteering with the Hmong refugees at the House Next Door, teaching Sunday School, chairing the Social Ministries Committee, being active in the Women of St. Paul's, serving as a convention delegate, and being a Chalice Bearer. But the most visible was my years as the Parish Secretary. I am honored to be asked to serve on the Vestry, and look forward to working with the other vestry members to tackle the issues that lay ahead for St. Paul's.

Nancy Diener

I'm Nancy Diener, a candidate for the vestry. My husband Tom and I have been members of St. Paul's since 1986 and raised three children here, Sarah, Geordie, and Emily. Over these 30+ years, I have been involved in several areas of service. For several years I served as an American Sign Language/English Interpreter for the 10:00 Sunday services, I have also been in the choir, served on a discernment committee, helped chaperone a youth canoe trip and served as a lector and chalice bearer. I also believe I have personally experienced great benefit from participating in Wednesday night services, bi-

ble studies, choir, and opportunities for service in the Duluth community. Now retired from my full-time teaching position at UMD, I look forward to serving on the St. Paul's vestry.

Kathy Leonard—Junior Warden

My name is Kathy Leonard and I am honored to be nominated to serve on the vestry. I have been a member of St. Paul's for 21 years and am a third generation Episcopalian. At St. Paul's, I have been active in Altar Guild, Stewardship Committee, Discernment Committee, and now on the current rector search committee. My daughter Katie and Matt Hedman (a member of St. Paul's) were married here; all four grandchildren baptized here; and my second marriage to Ed Leonard was at St. Paul's. My church and faith are very important to me and I appreciate the opportunity to serve in this role. I retired in 2013 from Lake Superior College as the dental hygiene program director. My 43-year career has been in dental hygiene practice and education. I was very active in local, state and national professional associations such as the American Dental Hygiene Association and American Dental Association. I was also a curriculum consultant for the Commission on Dental Accreditation where I participated in over 50 accreditation site visits. I now spend most of my time volunteering at St. Luke's Hospital and with family.

Timothy Metcalfe

St. Paul's has been a part of my life since I was four years old. The warm and welcoming community within is one of the many reasons St. Paul's has maintained its place in my heart. Through every stage of my life so far, whether it be work, school, or my own creative endeavors, St. Paul's and its wonderful community have always been there for me. I am excited at the possibility of offering my thoughts and experiences to the Vestry team. St. Paul's is a place of worship, gathering, and love, of which I have always been honored to be a part. I believe I can help St. Paul's further its outreach and mission and I look forward to learning from the Vestry as well. Thank you for your consideration.

Eric Thomas

Eric Nelson Thomas, member of the church as a youth and teenager in the early 1980's. I attended with my parents Margaret and Nelson and was active as a teenager with the state Episcopal youth association. I spent the 90's in Madison, Wisconsin with my wife of 27 years, Sarah Harwood, attending the University of Wisconsin. We returned to Duluth more than 20 years ago and live in Hunters Park. Sarah is a veterinarian and I own a firm that manages marinas on behalf of municipalities.

With a career in the service industry my goal is helping others. While our staff spend their time servicing vessels and machines. I see it as my mission to take care of our employees, their families and those around us. Returning to St. Paul's more regularly with our daughter Téa, now 10, has provided a comforting anchor in what can be a very hectic world. A calm space to reset one's course.

I am hoping my experiences in managing people, projects and decisions can be useful tools in my service on the Vestry. As an extrovert I am excited to get back to coffee hour and I loathe Zoom meetings.

Buildings and Properties Committee

The main effort for Buildings and Properties Committee over the past year was closing out the re-tuckpointing of the tower. It was a massive job for our church to take on and the most complex part of any re-tuckpointing we may do. At this time last year, we were in the last stages of the project dealing with replacing the main stones that were fractured beyond the ability to re-install. The project work wrapped up in April and we finished de-mobilization & clean-up in May. Following the completion site activity, we worked through final negotiations on disputed costs and made final payments to various contractors associated with the work in August and September. The administrative wrap up of this project was more than we intended. Due to the extra work on our part, we received a deduct in total cost from the Architect we worked on the job.



The final outcome of this phase 1 of work provides a completely sealed tower exterior from the very top of the tower to the point where the four sides of the tower connect to the lower roof sections. The bell tower roof was completed sealed with a Gaco silicone roofing system. Any main stones that were damaged beyond reuse were replaced with new. All the mortar was removed to varying depths and replaced with a latex modified mortar at deep levels and a normal mortar to the surface. Additional flashing and limestone repair was completed as determined through inspections during the project. Post project, we did have one water infiltration event that resulted in water be visible on the NE column. This was tracked back to one penetration inside the bell tower that was not part of the project. Some level of water blown through the tower louvers and infiltrated that spot. This was repaired. We had a few blowing storms after that and we did not identify and water infiltration on any side of the tower.

Phase 2 of the project will be developed over this summer and will not be ready for us to deal with until the spring/summer of 2023. We did not have the resources to develop Phase 2 due to the duration and admin work on Phase 1. Phase 2 will involve re-tuckpointing the Baptismal Font section and as much of the East side of the building that we can. We will also address the inside of the tower by re-surfacing the lower walls and internal roof with a Gaco roofing system. This phase will also look at how we can reduce the vibration of the bell system that transfers in the tower walls.

This year also involved general and basic maintenance. Three items that were more significant than general and basic maintenance were:

- Repair the boiler tubes and burner system that required final approval from the insurance company. We need to anticipate tubes repairs each year on the boiler as it's reached the age where we will have to cycle through this type of repair. The boilers are still in great shape, but they are closing in on 25 years of use.
- We had a broken drain line or corroded to the point that it was no longer useable. This served the Sacristy sink and resulted in leaking in the women's bathroom on the 1st floor. This was a complicated fix since this was buried in the concrete wall. The sink and drain line is now functional. We have some minor wall repair to complete this job.
- We repaved and striped the main lot after the tuckpointing project was completed. Part of the project was funded by St. Pauls and part was funded by the tuckpointing contractor.

The major work that is on our list of priorities is as follows:

- Additional phases of re-tuckpointing. Most importantly, the Baptismal area and remaining East side of building.

- Update pricing and repair gutter snow melt system. This will be completed when we can finish other phases of the re-tuckpointing project.
- Update pricing and complete a portion of wood accent siding treatment and make repairs to damaged wood siding.
- Long term assessment of the boiler system and replacement.
- Painting upgrades and general painting/plaster repair. Most notable are a few entry ways and the coat room on the first floor.

Other general maintenance that must be done this year that is not as significant in cost or scope:

- Door hardware maintenance and/or replacement
- Exterior door finishing
- Parish hall floor finishing
- Elevator maintenance
- Minor amount of mortar maintenance on some bad areas on the west side of the main entrance
- Inspection of masonry condition in the main Sanctuary

Respectfully submitted,

Craig Fellman,

Buildings and Grounds Committee Chair

Stewardship Committee



As we approach our Annual Meeting, the Stewardship Committee is pleased to report that to date 129 parishioners have made commitments totaling \$301,844 to support St. Paul's financially in 2022. Celebrating a new trend in online giving, 39 parishioners have set up automatic recurring contributions on the website. We are thankful for this response to the 2022 Stewardship Appeal.

In 2021, 135 parishioners pledged a total of \$333,224, and as of this date \$345,833.25 of that pledge has been received at St. Paul's.

The timeline of our campaign this year is as follows: The Stewardship Committee sent out the appeal letter on October 13, 2021. Hand written follow up notes were sent to all parishioners who had not yet responded to the Stewardship appeal on November 17, 2021. Thank you notes were sent out to each member who submitted a pledge to St. Paul's. The intent is to have all pledges returned by the end of December so that the Vestry has accurate detailed information to plan the 2022 budget. Stewardship is much more than money, but each year we do need to pledge our financial support to help maintain the physical structure and operational needs of the church.

The Stewardship Committee recommends that in the future, the Vestry provide a reasonable budget

request prior to the Stewardship campaign so that there is a target goal that must be reached in order to sustain all St. Paul's operation and ministry. It is our impression that this would help members realize their financial commitment is a necessary component to the success of our church.

Thank you for your commitment to St. Paul's ministry and operation. Many others are still considering their pledge for 2022, and we encourage those who have not had an opportunity to make a financial commitment to St Paul's to do so by the end of January. Please send in your pledge card as soon as possible, or make your 2022 commitment on line at www.stpaulsduluth.org.

Gratefully,

Your St. Paul's Stewardship Committee:

Joel Bamford, Lynnea Hultkrantz, Kathy Leonard, and Angie Shambour

Christian Formation

Even throughout the pandemic, we offer intergenerational opportunities to deepen our faith.

For the families, Joanne Erspamer and her son and daughter, Evan and Ellie, put together intergenerational reflection materials in live video format on St. Paul's website and social media. Each week youngsters, and all ages, could access a Bible story supported by an activity. These videos were available through the website so that anyone could view them at any time. Thanks to Joanne's efforts, the St. Paul's formation program could expand into the homes of our parishioners.

With the middle-school aged students, Natalie Constance and Amber Sadowski gathered weekly, outdoors, around fire pits hosted by various families. The lesson and discussion usually took up most of the hour, followed by energetic games, self-directed by the students.

The high school students gathered via Zoom on their home computers and cell phone, meeting with Karen Allison, who led them through the completion of their two-year confirmation program. Each confirmand completed their faith journey project in digital format which was posted to the St. Paul's website. It was a glorious celebration on August 21, 2021, when twelve of these students were confirmed here at St. Paul's, by The Rt. Rev. Craig Loya, along with three individuals from St. James Church of Hibbing, MN. We extend our deepest gratitude to Karen Allison, who has given six years of faithful service to our Confirmation program and has now retired from it.

Adult Faith Formation included some Zoom offerings by Mother Debra, an Inquirer's Series led by Liza Anderson, PhD, and two book studies facilitated by Deacon Pat.

In the Fall of 2021 a new group of students began their two year Confirmation process, this time led by Jason Butcher and Carol Andrews. They met in person at the church, wearing face masks and following current safety protocols. Jason and Carol enjoy the chance to catch up with everyone as the beginning of each session begins with a supportive check-in. The new group of middle schoolers gathered in the Fall, masked and distanced, with Natalie Constance and various helpful adults. Amber Sadowski continues to support the middle schoolers when her schedule allows.

During Advent, the middle school and high school groups joined to assemble the Advent activity kits for St. Paul's families with younger children. On Sunday, December 19, the students presented a Live Nativity, with much help from many parishioners who stepped in when they saw a need. St. Paul's

shows much of her strength from people willingness to help. On that same day, we put up the Giving Warmth Line, as a Faith Formation outreach activity. Many parishioners have generously continued to add hats, mittens, socks and scarves to the clothesline.

Finally, in our Faith Formation cycle, December 24 brought youngsters into an organized scramble for costumes and props for the Christmas Eve Pageant. Children had one of their childhood memories put in place with support from everyone stepping up to help. This event was another touching example of St. Paul's flexibility and durability.

The St. Paul's Community is staying faithful throughout the uncertainty of the pandemic and transitions in leadership. Thanks to our strong and supportive connections, 2022 will be a new year of formation, faith and fun.

Respectfully submitted,
Natalie Constance and Joanne Erspamer

J. R. McGiffert III Memorial Scholarship Fund

The McGiffert Memorial Fund was established in 1978 by a gift from Rutherford & Frances Harrison McGiffert to St. Paul's Church as a memorial to their son, John, who grew up at St. Paul's Church. The purpose, terms and conditions of the gift are as follows: The proceeds of the gift shall be held as a separate fund, the income from which shall be used as tuition grants to St. Paul's students who attend Marshall School. Such selections shall be made by the Rector. Such selection shall be made only to any individual who by his or her conduct and active participation in the life of the church has demonstrated an acceptance of the principles of the church and a concern for its ongoing welfare. Awards are for students in grades nine to twelve.

This year scholarships were awarded to Ben Austin, Audrey Dodge and Gabe French.

Respectfully submitted by Terry McGiffert Roberts

Scholarship Committee

The St. Paul's Church Scholarship Fund was established in 1989 by a gift from Robert S. Mars and Ann Mars. The Fund is invested by the Investment Committee, and the income from the Fund is used for scholarships for students to attend post-secondary institutions. Considerations in granting a student a scholarship include academic achievement, participation in extra-curricular activities, community involvement, church participation and character.

The Fund is administered by a committee consisting of the Rector and not to exceed six parishioners, including the Senior Warden, the Junior Warden, and Ann Mars or other member of the Mars family.

The Scholarship Committee is pleased to report that the following students are receiving scholarships for the 2021-2022 school year:

<u>Student</u>	<u>School</u>
Angelina Dodge	Macalester College
Ricky Lyle	U.S. Military Academy, West Point
Jack Fellman	University of St. Thomas
Luisa Van Oss	DePaul University
Michael Sutherland	University of Wisconsin-Madison
John Butler	North Central College
Nora Vos	University of Minnesota
Isabel Sutherland	Barrett Honors College at Arizona State
Ella Grim	Durham University (Northern England)
Joseph Vos	University of St. Thomas
Hannah Gustafson	College of St. Scholastica

Respectfully submitted by Bill Dinan, Chair

OUTREACH

Although the ability to plan and participate in community outreach in large numbers continued to be significantly impacted by Covid and staff departures, we are happy to report that some efforts continued in 2021. The Giving Warmth Line is up outside the church building and well stocked with donated hats, scarves etc. – some hand-made! Thanks to Nat Constance and others for all their work on that. Sue Brown has been providing food for Steve O’Neil apartments and Jane Jarnis continued to serve as our representative at CHUM. (If you are involved with outreach work not listed here – and I’m sure there are some - I apologize for the oversight.) Past St. Paul’s outreach that has not been re-started due to the pandemic includes preparing and serving meals at Damiano Center, working with CHUM food distribution and several other group activities.

We do have two new activities to report for 2021. At Deacon Pat’s request, the Vestry approved St. Paul’s offering to assume a leadership role and assist with rejuvenating participation of all churches involved with the Gabriel Fund. Peace Church has provided oversight for the past many years. This fund is meant to be a gap filler geared toward needs not covered by CHUM. Deacon Pat and Leslie Brunfelt will continue to meet with representatives of Peace Church and others to determine the best path forward.

Second, an overarching committee called “Outreach Ministry” was formed in 2021, coordinated by Vestry members Carol Andrews and Leslie Brunfelt. Leslie, who has now completed her Vestry term, has offered to chair the committee in 2022. Please contact Leslie, Deacon Pat or Carol if interested in being added to a list of interested persons. One task the committee discussed at our December meeting was to review results of Faith in Our Future input that pertain to outreach and drill down into specifics, then use the items mentioned to create starting points for developing a coordinated outreach plan.

Respectfully submitted by Carol Andrews, Vestry Liaison for Outreach

Damiano Soup Kitchen

Ever since COVID St. Paul’s teams have had to stop helping out at the Damiano Center. Previously, we had two teams: one on the first Monday of the month, and one led by the Rector on a Saturday. Usually eight members prepared the meal and served it. We served between 250-300 meals. Members of St. Paul’s still contribute to Damiano Center.

Respectfully submitted by Nelson Thomas

WORSHIP & MUSIC

2021 began with online worship services. Lay readers sent in recordings of their readings. Rachael Kresha was our organist and Heidi Lyle sang for all the online services. Mother Debra and Deacon Pat read the liturgy in the church while Tim Metcalfe videotaped them. Tim did his filmmaking magic and spliced everything together to post on the St. Paul's website by Saturday. By May 16, 2021, we were able to come back into the church for in-person services. These services are livestreamed and posted to the St. Paul's YouTube channel.



A dedicated group, led by Liz Austin, made sure our sanctuary was COVID ready for worship - every other pew blocked for use, sanitizer in each pew, no hymnals or BCP. Some other precautions: masks worn by everyone, worshippers signed in weekly for tracing purposes, no physical exchange of the peace, bread only consumed at a worshipper's pew.

We welcomed Dr. Hector Landa to the organ every other Sunday. There were other musicians that gave us their time and talents on various Sundays: Heidi Lyle, Nancy Schuldt, Dale Rogers, and Rev. Dr. David Tryggstad. The Handbell Choir has divided into quartets and played at several services as well.

In October of 2021, we held the first meeting of the reconstituted Worship Committee. The initial meeting included a diverse group of people who had expressed an interest in how our worship is conducted at St. Paul's. We had a very fruitful discussion on a number of topics ranging from how many announcements should be offered during Sunday worship to who would be leading worship/music. We are now meeting monthly with a smaller group of key people responsible for different parts of worship, i.e.: music, livestreaming, altar guild, etc.

Many have offered their gifts in leading worship this year: Rev. Deacon Patricia Benson, The Rev. Ken Toven (August), The Rev. Carolyn Schmidt (August), The Rev. Judy Hoover (October), The Rev. Alan Tilson (October), The Rev. Kent Rahm (October), and The Rev. Dr. Barbara Elliott (December).

St. Paul's has a bit more stability in the area of worship leadership as we welcomed Rev. Rick Swenson as our new interim priest on October 31. He is settling into the flow here and adding needed wisdom to our Liturgy. In early 2022, we are looking forward to our new Music Director, Brian Copple, joining us.

Here is a list of people who have shared a message with us, either online or in person, in 2021:

The Rev. Dr. Barbara Elliott
 The Rev. Canon Robert Two Bulls, ECMN
 The Rev. Debra J. Kissinger
 The Rt. Rev. Craig Loya, X Bishop of ECMN
 Sarah Barnett, ECMN
 The Rev. Katie Caprurso Ernst
 The Rev. Tom Garrison
 Sarah Diener-Schlitt

The Rev. Kerri Meyer
 The Rev. Brad Hauff
 Three of St. Paul's high school graduates: John Butler, William Schaub, Joe Vos
 David Clanaugh, Vestry
 John Pastor
 Liza Anderson, PhD
 The Rev. Ken Toven
 The Rev. Carolyn Schmidt
 The Rev. Judy Hoover
 The Rev. Alan Tilson
 The Rev. Kent Rahm
 The Rev. Rick Swenson
 The Rev. Margaret Thomas
 John Cole, Executive Director of CHUM

Members of the Worship Committee:

Rev. Pat Benson - Deacon
 Jay Austin - Livestreaming and Handbell Choir
 Liz Austin-Minor - Choir/Musician liaison
 Nancy Diener - Lay Minister scheduling
 Judy Harvey - Vestry liaison
 Diane Kolquist - Usher scheduling
 Carrie Miller - Altar Guild
 Kathleen Smith - facilitator
 Rev. Rick Swenson - interim priest

Respectfully submitted by Kathleen Smith

The Altar Guild of St. Paul's

2021 began in much the same way that 2020 ended for St. Paul's. Due to Covid-19, we were still unable to have in-person gatherings or services inside our church. Our services were being recorded and viewed online and on YouTube. And even though many of us couldn't physically be in the church building, members of our Altar Guild were keeping in contact with church staff, supporting the needs of our rectors and deacon to ensure things were set for recording sessions, and checking in on each other through phone calls and emails.

In May we were able to resume in-person services and even though they looked very different than they used to, we were all so thankful and happy to see each other and worship together in our beloved church home. Many changes and challenges presented themselves as we tried to find solutions for issues that we never would have imagined 15 months before. How



to have communion while observing all the safety guidelines and social distancing; do we wear disposable gloves or not; will we have enough hand sanitizer; who will remember to light the altar candles before the service begins if we don't have acolytes? So many questions and conundrums! I am very proud of how our altar guild members have helped smooth over the in-person services and have even come up with some smart solutions to some troublesome problems.

A special thank you to the donors of the evergreen wreaths, garland, and altar greens that were used to decorate our beautiful church for the Advent and Christmas seasons. The lovely poinsettia plants that adorned our altars and church were purchased with contributions made in memory of loved ones. The Altar Guild members would also like to thank our St Paul's staff members who have helped us in so many ways throughout the year: Rita Rosenberger, Christine Melone and Rev. Rick Swensen, Deacon Pat Benson, and several supply priests, for their trust and guidance. And we thank all other church members who have served alongside us in 2021 assisting with events such as greening the church before Christmas, providing shade for the outdoor Lake Superior Day service, and more.

We are grateful for Altar Guild donations received this past year that help to pay for our expenses which include oil and beeswax candles, communion bread ingredients, wafers and hosts, wine, silver and brass cleaning supplies, and general housekeeping supplies. Monetary donations for altar flowers are a wonderful way to remember or honor our loved ones and help pay for the weekly flower arrangements placed on the altars. Please contact our Altar Flowers Memorial Coordinator if you would like to add a memorial this year.

The amount of time we spend volunteering as an Altar Guild member is limited only by the availability of our schedules and abilities. There is always a great need for new enthusiastic, mindful, and willing volunteers. If you would like to know more about St Paul's Altar Guild or may be interested in volunteering some of your time, please speak with me or any member of our Altar Guild. Any one of us will be happy to tell you about our joyful service!

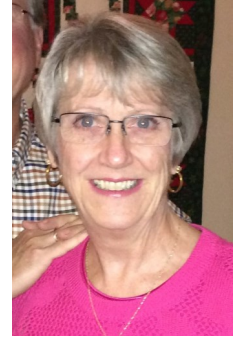
Our current board members are Carrie Miller and Judy Harvey, Co-Directors; Amber Sadowski, Asst. Director; Jane Jarnis, Secretary; Rebecca Ballou-Buck, Treasurer; Joanne Marinac, Altar Flowers Memorial Coordinator. Other members are Anita Rouse, Ann Abraham, Ashley Schliep, Becky Thelen, Carlyle Conrad, Diane Kolquist, Elaine Killen, Gloria Bouschor, Jeanne Sederberg, Julie Elliott, Kathy Leonard, Ken Buck, Lynnea Hultkrantz, Marie Fegley, Printha Markert, Sherry Hall, and Zabelle Stodola. And we also welcome four new members this year: Amy Gustafson, Angie Slattery, Susan Anderson, and Susan Cox.

Respectfully submitted,
Carrie Miller, Co-Director

FINANCIAL REPORT & BUDGET

Treasurer's Report

All of us have worked through ever changing situations in the past year. At St. Paul's, our long-time Treasurer, Natalie Smith, retired in April. As part of the process of finding a replacement for her, the Vestry looked at the structure of this position. A decision was made to select a Treasurer as a non-voting member of the Vestry and hire a Bookkeeper to have on staff. This is a model that is used in many other Episcopal churches. I was asked to fill the Treasurer role on an interim basis and Christine Melone was hired as our new Bookkeeper in June. I was on staff as the Treasurer at St. Paul's from 1997-2003, so I am familiar with what is needed here. I have worked as a finance director/accountant in non-profit organizations for 30 years and recently retired. Christine is a life long Episcopalian, recently moved back to town, and served on the Vestry and as Senior Warden, as well as Treasurer, in her previous church in the Chicago area. She hit the ground running and we are very grateful to have her.



Following are the financial statements and supplemental information that Christine has prepared. As reported in prior years, total expenses may not represent the actual year end amounts. Christine believes she has received all of the invoices for expenses incurred in 2021, however, it's possible a few more may arrive. If that happens, the appropriate expense account and accounts payable in the General Fund would increase. The amounts would not be expected to be material. We also have not yet received fourth quarter reports from the Diocese for the Pooled Investment Fund (PIF). Therefore, the investment return recorded for those funds in the PIF is only through the third quarter of 2021. As soon as the reports arrive, the fourth quarter return will be posted in the 2021 financial statements. This happens every year.

Rebecca Ballou-Buck, Treasurer

Finance & Budget Committee

To: The Supporters of St. Paul's Episcopal Church, Duluth
From: Mike French, Chair – Finance & Budget Committee



To begin with, I would like to thank the continued contributions from the "Budget Interested Team" (for providing guidance on-call and throughout the year, not necessarily just at Budget Season), including Jay Austin, Mark Brown, Gary Bubalo, Joe Dusek, Ryan Erspamer and Fiona McKee; Wardens Nancy Schuldt and Eirik Rennan; Treasurer Rebecca Ballou-Buck and Bookkeeper Christine Melone. And lastly, a personal thank you to former Treasurer Natalie Smith for her many years of service and for leaving us all in good hands.

From a budget perspective, 2021 was a kinder, gentler version of 2020. The transitions continued, but to less severity than across 2020. We returned to some level of normalcy (church service, with an organ, but only partial communion, and no coffee hour). We are a parish community still shrouded in transition and one looking ahead to a period of "re-envisioning". Therefore, it's probably still not appropriate to make broad budgetary comparisons to the St. Paul's of 2019 and earlier. So, much like last year's report, here are some of the financial highlights of the year past and the financial plans for the year ahead.

Please refer to the tables from the parish Bookkeeper and the budget spreadsheet that follow in this report for more details.

Key financial points from 2021 End-of-Year Actuals (updated after 1/25/22):

Total income was \$479,448. This is \$29,922 (6.7%) OVER budget. When looking closer at income, Pledge & Plate (“money from the people”) was over budget by \$33,626 (or 9.4%). This is a tremendous affirmation for St. Paul’s, and everyone deserves to celebrate this. Thank you to ALL who have kept up current year pledging and, in some cases, completed the prior year’s pledges!

Total expenses were \$472,829. This is \$16,227 (or 3.3%) LESS than budgeted. When we look at this more closely, virtually all the savings is related to “payroll expense” (all the salaries and benefits). Year-end payroll total was \$255,690 versus budget of \$281,464. Non-payroll expense (everything else we spend money on) came in at \$217,139 or \$9,497 over budget, due to a November repair of Bell Tower leak.

Between the Income and Expense numbers, we once again finished the year with a modest SURPLUS of \$6619. Granted, we would rather be spending on staff and ministries and programs – but we should take some pride in this positive financial condition.

Key financial points for the 2022 budget:

Looking ahead to 2022 the goal of the vestry, wardens and HR and Search Committees is to return to nearly full staffing and ministries and programming. A new Music Director has already been hired and will be starting in mid-February. The budget has been crafted around a new full-time rector starting sometime in June. The budget also includes provisions for a part-time Christian Formation Director beginning in August. There are many external forces we cannot control, but we can plan for our vision and that’s what the budget depicts.

The income side of the budget is \$448,747 which is nearly identical to the 2020 budgeted income of \$449,525. We have assumed somewhat less pledge & plate giving (a large part of the extra in 2021, referenced earlier, was payment of “prior year pledge”). We have also planned on taking a 5.8% draw from all the portions of the Pooled Investment Fund rather than our typical 5.0% draw. This is consistent with the ECMN operating draw this year.

The budgeted Total Expense is \$489,227 (which is only \$120 more than the 2021 budgeted total expense).

Payroll Expense is expected to increase by \$9,636 to \$291,100 with additions of full-time staff largely offset by fewer costs for temporary services.

Our MMS cost (paid to the Diocese/ECMN) will drop by \$5,620 to \$64,457 – delivering to us some of the benefit of the last few years of cost controls.

We are budgeting a few one-time costs related to transition including \$7,500 for rector search expenses and another \$9,000 for rector moving expenses.

While we are budgeting for an operating deficit of \$40,480 (which is close to our average over the last 10-12 years), this will be partly offset by the 2021 surplus, leaving an effective deficit of approximately (\$33,861).

Lastly - It should be noted that a great many people continue to work very hard to make St. Paul’s the place we want it to be – despite all the current circumstances – and even though that effort isn’t captured in the budget it should not go unnoticed.

Francis Salisbury Memorial Trust (Adams) Fund

The Francis Salisbury Memorial Trust Fund was established by Cuyler Adams in 1913 on behalf of Francis and Virginia Adams. Proceeds from the fund are to be used to support the soloists during Sunday services. The funds are held in a separate fund at Wells Fargo.

We did not take a distribution from this fund in 2021.

**St. Paul's Epsicopal Church
Proposed Budget 2022**

	BUDGETS			2021 ACTUALS		
	2022 Proposed	2021 Approved	2021 to 2022 Change	Through 12/31/2021	12-month YTD Budget	Budg to Actual Over/Under
410 - Pledge Support						
Pledged	\$301,844.00	\$300,000.00	\$1,844.00	\$345,833.25	\$300,000.00	\$45,833.25
Unpledged	\$40,000.00	\$40,000.00	\$0.00	\$11,758.10	\$40,000.00	(\$28,241.90)
Overpledge	\$2,500.00	\$15,000.00	(\$12,500.00)	\$100.00	\$15,000.00	(\$14,900.00)
Allowance for uncollectable pledges	(\$3,500.00)	(\$3,500.00)	\$0.00	\$0.00	(\$3,500.00)	\$3,500.00
Prior year pledges	\$0.00	\$0.00	\$0.00	\$29,817.00	\$0.00	\$29,817.00
Committee pledge	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)
Subtotal pledges	\$341,844.00	\$352,500.00	(\$10,656.00)	\$387,508.35	\$352,500.00	\$35,008.35
420 - Plate Offerings						
Easter/Lent	\$1,000.00	\$500.00	\$500.00	\$195.00	\$500.00	(\$305.00)
Christmas	\$2,500.00	\$2,500.00	\$0.00	\$2,636.00	\$2,500.00	\$136.00
New Year/Thanksgiving	\$500.00	\$0.00	\$500.00	\$1,100.00	\$0.00	\$1,100.00
Sunday loose plate	\$1,000.00	\$3,000.00	(\$2,000.00)	\$686.77	\$3,000.00	(\$2,313.23)
Subtotal plate offerings	\$5,000.00	\$6,000.00	(\$1,000.00)	\$4,617.77	\$6,000.00	(\$1,382.23)
430 - Investment Support						
Investment reserve	\$41,275.07	\$38,402.16	\$2,872.91	\$38,402.19	\$38,402.16	\$0.03
Moore fund	\$2,094.12	\$1,755.38	\$338.74	\$1,755.36	\$1,755.38	(\$0.02)
Adams fund	\$500.00	\$500.00	\$0.00	\$5.00	\$500.00	(\$495.00)
Harrison fund	\$654.39	\$548.00	\$106.39	\$548.56	\$548.00	\$0.56
Undesignated endowment	\$5,632.86	\$4,409.40	\$1,223.46	\$4,409.40	\$4,409.40	\$0.00
Interest - Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dividends - stock	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gain/(loss) on sale of stock	\$0.00	\$0.00	\$0.00	(\$537.06)	\$0.00	(\$537.06)
Mineral rights	\$200.00	\$200.00	\$0.00	\$230.02	\$200.00	\$30.02
Subtotal investment support	\$50,356.44	\$45,814.94	\$4,541.50	\$44,813.47	\$45,814.94	(\$1,001.47)
450 - Other General Support & Revenue						
Hall donations/receptions	\$750.00	\$750.00	\$0.00	\$900.00	\$750.00	\$150.00
Foundation Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Initial envelopes	\$50.00	\$20.00	\$30.00	\$75.00	\$20.00	\$55.00
Bequests	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraising - General	\$2,000.00	\$3,000.00	(\$1,000.00)	\$231.00	\$3,000.00	(\$2,769.00)
Designated gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Undesignated gifts	\$0.00	\$0.00	\$0.00	\$54.00	\$0.00	\$54.00
Other operations receipts	\$0.00	\$0.00	\$0.00	\$755.10	\$0.00	\$755.10
Subtotal other general support	\$2,800.00	\$3,770.00	(\$970.00)	\$2,015.10	\$3,770.00	(\$1,754.90)
460 - Outreach Designated Income						
Other discretionary outreach gifts	\$500.00	\$1,000.00	(\$500.00)	\$0.00	\$1,000.00	(\$1,000.00)
Ryan fund	\$6,418.25	\$5,379.97	\$1,038.28	\$5,379.96	\$5,379.97	(\$0.01)
Holden fund	\$7,507.80	\$6,292.22	\$1,215.58	\$6,292.24	\$6,292.22	\$0.02
Krossner fund	\$971.15	\$814.04	\$157.11	\$814.04	\$814.04	\$0.00
Romano fund	\$33,349.20	\$27,954.31	\$5,394.89	\$27,954.32	\$27,954.31	\$0.01
Fundraising - Outreach	\$0.00	\$0.00	\$0.00	\$52.56	\$0.00	\$52.56
Subtotal outreach designated income	\$48,746.40	\$41,440.54	\$7,305.86	\$40,493.12	\$41,440.54	(\$947.42)
Total income	\$448,746.84	\$449,525.48	(\$778.64)	\$479,447.81	\$449,525.48	\$29,922.33

**St. Paul's Episcopal Church
Proposed Budget 2022**

	BUDGETS			2021 ACTUALS		
	2022 Proposed	2021 Approved	2021 to 2022 Change	Through 12/31/2021	12-month YTD Budget	Budg to Actual Over/Under
510 - Salaries & Benefits						
Clergy salary & benefits						
Interim salary (RS)	\$16,038.00	\$37,893.00	(\$21,855.00)	\$36,864.36	\$37,893.00	(\$1,028.64)
Interim housing allowance (RS)	\$14,663.00	\$55,000.00	(\$40,337.00)	\$55,936.19	\$55,000.00	\$936.19
Interim self-emp allowance (RS)	\$2,348.63	\$7,107.00	(\$4,758.37)	\$6,791.90	\$7,107.00	(\$315.10)
Rector In charge* (unbudgeted special line, '21 only)	\$0.00	\$0.00	\$0.00	\$3,642.84	\$0.00	\$3,642.84
Rector salary	\$21,875.00	\$0.00	\$21,875.00	\$0.00	\$0.00	\$0.00
Rector housing allowance	\$21,875.00	\$0.00	\$21,875.00	\$0.00	\$0.00	\$0.00
Rector self-emp. allowance	\$3,346.88	\$0.00	\$3,346.88	\$0.00	\$0.00	\$0.00
Subtotal clergy salary	\$80,146.50	\$100,000.00	(\$19,853.50)	\$103,235.29	\$100,000.00	\$3,235.29
Interim rector moving/Rector moving	\$9,000.00	\$0.00	\$9,000.00	\$6,268.22	\$0.00	\$6,268.22
Interim pension (RS)	\$5,948.93	\$18,000.00	(\$12,051.07)	\$18,302.00	\$18,000.00	\$302.00
Interim life (RS)	\$0.00	\$222.00	(\$222.00)	\$0.00	\$222.00	(\$222.00)
Interim health insurance - COST (RS)	\$3,500.00	\$21,840.00	(\$18,340.00)	\$17,154.00	\$21,840.00	(\$4,686.00)
Rector pension	\$8,477.44	\$0.00	\$8,477.44	\$0.00	\$0.00	\$0.00
Rector life	\$180.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00
Rector health insurance - COST	\$14,316.00	\$0.00	\$14,316.00	\$0.00	\$0.00	\$0.00
Rector health insurance - EE CONTRIBUTION	(\$900.00)	\$0.00	(\$900.00)	\$0.00	\$0.00	\$0.00
Subtotal clergy benefits	\$40,522.37	\$40,062.00	\$460.37	\$41,724.22	\$40,062.00	\$1,662.22
Lay salaries						
Dir Christian formation	\$4,500.00	\$10,800.00	(\$6,300.00)	\$0.00	\$10,800.00	(\$10,800.00)
Music director	\$44,625.00	\$0.00	\$44,625.00	\$0.00	\$0.00	\$0.00
Choir director	\$0.00	\$4,800.00	(\$4,800.00)	\$0.00	\$4,800.00	(\$4,800.00)
Organist	\$1,500.00	\$18,200.00	(\$16,700.00)	\$10,700.00	\$18,200.00	(\$7,500.00)
Nursery attendants	\$500.00	\$1,000.00	(\$500.00)	\$11.54	\$1,000.00	(\$988.46)
Secretary	\$30,094.00	\$29,219.84	\$874.16	\$32,257.36	\$29,219.84	\$3,037.52
Bookkeeper	\$25,000.00	\$27,350.00	(\$2,350.00)	\$24,270.71	\$27,350.00	(\$3,079.29)
Capital Campaign (treasurer/bookkeeper addl. time)	\$500.00	\$5,166.00	(\$4,666.00)	\$0.00	\$5,166.00	(\$5,166.00)
Sexton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Event sexton	\$1,000.00	\$1,500.00	(\$500.00)	\$618.75	\$1,500.00	(\$881.25)
Subtotal lay salaries	\$107,719.00	\$98,035.84	\$9,683.16	\$67,858.36	\$98,035.84	(\$30,177.48)
Lay benefits						
Staff social security	\$8,240.50	\$7,499.74	\$740.76	\$3,984.85	\$7,499.74	(\$3,514.89)
Workers' compensation	\$1,600.00	\$1,400.00	\$200.00	\$1,525.00	\$1,400.00	\$125.00
Lay pension	\$10,174.71	\$7,263.29	\$2,911.42	\$5,696.24	\$7,263.29	(\$1,567.05)
Lay life insurance and disability	\$675.00	\$2,099.28	(\$1,424.28)	\$499.10	\$2,099.28	(\$1,600.18)
Lay medical insurance - COST	\$45,397.50	\$27,576.00	\$17,821.50	\$33,191.00	\$27,576.00	\$5,615.00
Lay medical insurance - EE CONTRIBUTION	(\$3,375.00)	(\$2,472.00)	(\$903.00)	(\$2,024.00)	(\$2,472.00)	\$448.00
Subtotal lay benefits	\$62,712.71	\$43,366.31	\$19,346.41	\$42,872.19	\$43,366.31	(\$494.12)
Subtotal salaries & benefits	\$291,100.59	\$281,464.15	\$9,636.44	\$255,690.06	\$281,464.15	(\$25,774.09)

**St. Paul's Epsicopal Church
Proposed Budget 2022**

	BUDGETS			2021 ACTUALS		
	2022 Proposed	2021 Approved	2021 to 2022 Change	Through 12/31/2021	12-month YTD Budget	Budg to Actual Over/Under
520 - Outreach						
Discretionary - rector	\$1,000.00	\$1,000.00	\$0.00	\$500.00	\$1,000.00	(\$500.00)
Discretionary - outreach	\$1,000.00	\$1,000.00	\$0.00	\$500.00	\$1,000.00	(\$500.00)
Deacon Ministry	\$800.00	\$0.00	\$800.00	\$841.79	\$0.00	\$841.79
Befriender Ministry	\$1,000.00	\$0.00	\$1,000.00	\$3,393.94	\$0.00	\$3,393.94
Outreach sexton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Outdoor ministry	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	(\$100.00)
Newcomer hospitality	\$300.00	\$300.00	\$0.00	\$0.00	\$300.00	(\$300.00)
Hospitality/food service	\$500.00	\$1,500.00	(\$1,000.00)	\$487.21	\$1,500.00	(\$1,012.79)
Water	\$100.00	\$200.00	(\$100.00)	\$31.00	\$200.00	(\$169.00)
Coffee & beverage	\$250.00	\$750.00	(\$500.00)	(\$26.04)	\$750.00	(\$776.04)
Tracts	\$160.00	\$250.00	(\$90.00)	\$124.72	\$250.00	(\$125.28)
Pledge - MMS	\$64,457.00	\$70,077.00	(\$5,620.00)	\$70,080.00	\$70,077.00	\$3.00
Pledge - region II	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00
Other outreach	\$0.00	\$500.00	(\$500.00)	(\$120.00)	\$500.00	(\$620.00)
Outreach grants (Social Ministries)	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
Dismantling racism committee	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	(\$100.00)
Good Samaritan	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	(\$500.00)
CHUM contribution	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Carriage house	\$1,120.00	\$1,120.00	\$0.00	\$384.67	\$1,120.00	(\$735.33)
Subtotal outreach	\$73,087.00	\$78,597.00	(\$5,510.00)	\$77,397.29	\$78,597.00	(\$1,199.71)
530 - Music and Worship						
Supply priest	\$1,000.00	\$500.00	\$500.00	\$2,589.04	\$500.00	\$2,089.04
Instrumentalists	\$200.00	\$200.00	\$0.00	\$500.00	\$200.00	\$300.00
Instrumental music	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	(\$100.00)
Soloists	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00	(\$250.00)
Organist substitute	\$750.00	\$600.00	\$150.00	\$0.00	\$600.00	\$600.00
Youth choir expense	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	(\$100.00)
Bell choir expense	\$150.00	\$300.00	(\$150.00)	\$24.31	\$300.00	(\$275.69)
Senior choir expense	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00	(\$250.00)
Organ/piano maintenance	\$2,000.00	\$2,000.00	\$0.00	\$1,470.00	\$2,000.00	(\$530.00)
Organist dues & supplies	\$50.00	\$50.00	\$0.00	\$0.00	\$50.00	(\$50.00)
Copyright license	\$450.00	\$450.00	\$0.00	\$405.00	\$450.00	(\$45.00)
Misc. music supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Videographer	\$0.00	\$10,400.00	(\$10,400.00)	\$2,720.00	\$10,400.00	(\$7,680.00)
Music & Worship technology	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00
Worship committee	\$200.00	\$200.00	\$0.00	\$0.00	\$200.00	(\$200.00)
Worship bulletins & inserts	\$200.00	\$200.00	\$0.00	\$0.00	\$200.00	(\$200.00)
Special worship events	\$500.00	\$100.00	\$400.00	\$373.62	\$100.00	\$273.62
Subtotal music & worship	\$10,700.00	\$15,700.00	(\$5,000.00)	\$8,081.97	\$15,700.00	(\$7,618.03)
540 - Education						
Adult Christian education	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00	(\$250.00)
Intergenerational ministry	\$500.00	\$1,500.00	(\$1,000.00)	\$703.92	\$1,500.00	(\$796.08)
Formation resources	\$1,000.00	\$1,500.00	(\$500.00)	\$1,133.30	\$1,500.00	(\$366.70)
Vacation Bible school	\$350.00	\$700.00	(\$350.00)	\$0.00	\$700.00	(\$700.00)
Youth ministry	\$1,000.00	\$1,500.00	(\$500.00)	\$0.00	\$1,500.00	(\$1,500.00)
Music camp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library supplies	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	(\$100.00)
Continuing ed.- Rector	\$1,700.00	\$2,500.00	(\$800.00)	\$2,290.40	\$2,500.00	(\$209.60)
continuing ed - Deacon	\$250.00	\$0.00	\$250.00	\$13.00	\$0.00	\$13.00
Continuing ed. - Music Director	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00
Continuing ed.- Bookkeeper	\$200.00	\$300.00	(\$100.00)	\$439.00	\$300.00	\$139.00
Continuing ed - Christian Formation Director	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
Continuing ed - Secretary	\$200.00	\$200.00	\$0.00	\$300.00	\$200.00	\$100.00
Subtotal education	\$6,750.00	\$8,550.00	(\$1,800.00)	\$4,879.62	\$8,550.00	(\$3,670.38)

**St. Paul's Episcopal Church
Proposed Budget 2022**

	BUDGETS			2021 ACTUALS		
	2022 Proposed	2021 Approved	2021 to 2022 Change	Through 12/31/2021	12-month YTD Budget	Budg to Actual Over/Under
550 - Administration						
Rector search	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00
Dues & licenses	\$300.00	\$450.00	(\$150.00)	\$0.00	\$450.00	(\$450.00)
Convention delegate expense	\$600.00	\$500.00	\$100.00	\$160.00	\$500.00	(\$340.00)
Business exp.- Rector	\$3,000.00	\$1,500.00	\$1,500.00	\$3,727.64	\$1,500.00	\$2,227.64
Business exp. - other	\$250.00	\$100.00	\$150.00	\$4,687.07	\$100.00	\$4,587.07
Copier expense	\$3,400.00	\$3,600.00	(\$200.00)	\$2,472.42	\$3,600.00	(\$1,127.58)
Outside printing	\$0.00	\$50.00	(\$50.00)	\$0.00	\$50.00	(\$50.00)
Office equipment & furnishings	\$50.00	\$50.00	\$0.00	\$308.76	\$50.00	\$258.76
Office supplies	\$1,000.00	\$1,000.00	\$0.00	\$468.69	\$1,000.00	(\$531.31)
Paper	\$1,000.00	\$1,200.00	(\$200.00)	\$441.43	\$1,200.00	(\$758.57)
Postage	\$2,000.00	\$2,200.00	(\$200.00)	\$1,802.55	\$2,200.00	(\$397.45)
Telephone	\$3,500.00	\$3,500.00	\$0.00	\$3,708.97	\$3,500.00	\$208.97
Computer exp	\$9,500.00	\$10,000.00	(\$500.00)	\$9,289.70	\$10,000.00	(\$710.30)
Website administrator	\$50.00	\$0.00	\$50.00	\$35.00	\$0.00	\$35.00
Communications committee	\$150.00	\$400.00	(\$250.00)	\$0.00	\$400.00	(\$400.00)
Publications	\$100.00	\$100.00	\$0.00	\$94.00	\$100.00	(\$6.00)
Stewardship committee	\$500.00	\$475.00	\$25.00	\$613.88	\$475.00	\$138.88
Vestry expense	\$500.00	\$200.00	\$300.00	\$1,540.18	\$200.00	\$1,340.18
Background checks	\$100.00	\$200.00	(\$100.00)	\$120.41	\$200.00	(\$79.59)
Payroll Expense	\$1,450.00	\$250.00	\$1,200.00	\$1,770.00	\$250.00	\$1,520.00
HR Expense	\$0.00	\$500.00	(\$500.00)	\$275.00	\$500.00	(\$225.00)
Subtotal administration	\$34,950.00	\$26,275.00	\$8,675.00	\$31,515.70	\$26,275.00	\$5,240.70
560 - Premise Expense						
Repairs & maintenance	\$12,000.00	\$12,000.00	\$0.00	\$22,192.68	\$12,000.00	\$10,192.68
Property insurance	\$19,929.00	\$17,000.00	\$2,929.00	\$18,572.25	\$17,000.00	\$1,572.25
cleaning service	\$6,000.00	\$10,400.00	(\$4,400.00)	\$5,097.25	\$10,400.00	(\$5,302.75)
Outside service	\$0.00	\$1,700.00	(\$1,700.00)	\$927.50	\$1,700.00	(\$772.50)
Boiler checks	\$7,000.00	\$7,420.00	(\$420.00)	\$7,439.23	\$7,420.00	\$19.23
Paper & cleaning supplies	\$500.00	\$1,000.00	(\$500.00)	\$164.88	\$1,000.00	(\$835.12)
Laundry service	\$500.00	\$500.00	\$0.00	\$178.50	\$500.00	(\$321.50)
Electricity	\$5,000.00	\$5,000.00	\$0.00	\$6,296.96	\$5,000.00	\$1,296.96
Heat - gas & oil	\$12,000.00	\$12,000.00	\$0.00	\$12,922.90	\$12,000.00	\$922.90
Water & sewage	\$2,000.00	\$2,000.00	\$0.00	\$2,210.24	\$2,000.00	\$210.24
Trash & recycling - Some donated	\$400.00	\$500.00	(\$100.00)	\$329.29	\$500.00	(\$170.71)
Snow removal	\$4,000.00	\$6,000.00	(\$2,000.00)	\$1,380.00	\$6,000.00	(\$4,620.00)
House exp.	\$100.00	\$100.00	\$0.00	\$36.84	\$100.00	(\$63.16)
Subtotal premises	\$69,429.00	\$75,620.00	(\$6,191.00)	\$77,748.52	\$75,620.00	\$2,128.52
590 - Miscellaneous						
Bank fees	\$360.00	\$400.00	(\$40.00)	\$385.00	\$400.00	(\$15.00)
Electronic processing fees	\$1,800.00	\$1,700.00	\$100.00	\$2,634.12	\$1,700.00	\$934.12
Brokerage fees	\$500.00	\$700.00	(\$200.00)	\$0.00	\$700.00	(\$700.00)
Miscellaneous expense	\$100.00	\$100.00	\$0.00	\$4,314.98	\$100.00	\$4,214.98
Prior period expense	\$0.00	\$0.00	\$0.00	\$6,957.23	\$0.00	\$6,957.23
Covid response	\$500.00	\$0.00	\$500.00	\$3,224.39	\$0.00	\$3,224.39
Subtotal miscellaneous	\$3,260.00	\$2,900.00	\$360.00	\$17,515.72	\$2,900.00	\$14,615.72
Total expense	\$489,276.59	\$489,106.15	\$170.44	\$472,828.88	\$489,106.15	\$16,277.27
Total income over/(under) expense	(\$40,529.75)	(\$39,580.67)	(\$949.08)	\$6,618.93	(\$39,580.67)	\$46,199.60

RECTOR SEARCH COMMITTEE

After being commissioned on October 24, 2021, members of the rector search committee met with Karen Olson, ECMN Canon for Ministry. Our ensuing work has been to complete the ministry portfolio, a 12-question document used by the Episcopal Church to announce clergy position openings. This has been a slow, prayerful process. We believe it is the foundation of our search, that it will guide us to “a faithful pastor, who will care for your people and equip us for our ministries.” (BCP, p. 818) Thank you for enthusiastically sharing your ideas of gifts and skills to seek in our new rector.

Vestry reviewed the portfolio in mid-January, and compiled information such as salary range, benefits, attendance, and finances. The portfolio and additional information will be submitted to ECMN by February 1. Once submitted, ECMN will make the information available online at its site and on the national Episcopal Church website.

While we wait for applications during February and March, committee members will prepare for interviews during February and March. We will interview candidates online in April and select two or three to invite to St. Paul's for in-person interviews in May. Our goal is to recommend a final candidate to vestry in late May and to welcome a new rector in June. Alleluia!

We created a bookmark that illustrates what was written in the ministry portfolio. Please use it as a prayerful reminder of the search and share it with others who may lead us to potential candidates. It will be mailed to Episcopal churches in Minnesota and in other places where we have connections and as suggested.

Respectfully submitted,

Mary Dragich,
chair