

2023 Annual Meeting



St Luke's Episcopal Church

Camillus, New York 13031

www.stlukescamillus.com

The Rev. Jon M. White, Rector

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ANNUAL MEETING AGENDA

February 5, 2023

- Call to order
Warrant
- Report from the Nominating Committee
Opening of the floor for further nominations
Official opening of polls
Approval of the Annual Meeting –January 23, 2022 Minutes.
- Treasurer’s report for the year ending 12/31/22 and presentation of the 2023 budget.
- Reports
- Elections

WARRANT OF ANNUAL MEETING
OF THE PARISH OF
St. Luke's Episcopal Church
Camillus, New York
Sunday, February 5, 2023

On February 5th the Annual Meeting will begin at 10:00am per New York State Incorporation Law, and in accordance with Diocesan Canon Law.

The purpose of the meeting is to:

- 1 Elect one warden for a 2-year term.
- 2 Elect 2 vestry persons, each for a term of three years.
- 3 Receive Annual reports of the Rector, Officers, Committee Chairs and Organizations of the Parish

Qualifications to vote are, you must be 18 years of age, belonging to St. Luke's Episcopal Church, Camillus, New York with registry of baptism on record at St. Luke's, support the ministry of St. Luke's, and having been in regular attendance at least 12 months prior to February 5th, 2022. These qualifications are in accordance with the laws of the Episcopal Church, the Diocese of Central New York, and the canons of St. Luke's Church.

Alison Conley
Clerk of the Vestry
February 2023

ELECTION OF OFFICERS

Nominees

Warden

Jack Young

Vestry

Rich Conley for a 3-year term

Debbie Kaszubinski for a 3-year term

Eileen Robertson (1 year for Jack's unfinished term)

MINUTES FROM THE ANNUAL MEETING ON JANUARY 23, 2022

Call to order: Jon called the meeting to order at 10:03 a.m.

Warrant of Annual Meeting of the Parish of St. Luke's Episcopal Church- read by Alison Conley, Clerk of the Vestry

Report from the Nominating Committee

The candidates are Milt Stevenson for Warden, Jim Shake and Mary Parish for Vestry, Alison Conley for Clerk of the Vestry (1 year term), and Sherry Brescia for Treasurer. We are also nominating Sedona Brown and Jeryl Wright for convention delegates.

Opening the floor for further nominations

There were no further nominations.

Bambi Carkey made the motion to accept the slate of candidates. Cindi Dundon seconded the motion, which was unanimously approved.

Jon thanked Ralph Lorenz for the great job he has done in his vestry service the past three years. Jon thanked Ralph and his wife Cheryl for all they have done for St. Luke's (they will be moving out of state later this year).

Approval of the Minutes from the Annual Meeting in February of 2021

Cindi Dundon made the motion to approve the minutes from the 2/14/2021 Annual Meeting. Jeryl Wright seconded the motion, which was unanimously approved.

Treasurer's report - given by Sherry Brescia

Sherry reviewed all of the information found in her written report. The good news is that we have a surplus of nearly \$23,000 when we anticipated having a significant deficit!

Sherry took a conservative approach to the budget for 2022.

Jon asked if anyone has any questions about the financial report or budget. There were none.

Betsy Shake made a motion to accept the Finance Report. Jeryl Wright seconded the motion, which was unanimously approved.

Rector's report:

We returned to in-person services at the church the week before Palm Sunday last spring. Palm Sunday was the first Eucharist celebrated in some time. Jon feels we have addressed the technology issues, and we have almost finished the Capital Campaign. The new carpeting in the sanctuary and office is scheduled to start in February. Jon thanked the Belfie family for their sizable donation, which was used for the carpet replacement. Jon said he has been at St. Luke's for almost five years now, and is happy to be here. He feels our parish has done pretty well during the pandemic; we've had little dissension and

have met the challenges together. Jon thinks we have had to learn how to live with Covid, and we'll continue to provide hybrid worship. We do need to reach out to attract new members to St. Luke's, however, so we can continue to thrive.

Jon thanked Eileen Robertson and Bob Shafer for their work as wardens. Eileen will step down as warden due for personal reasons. The vestry appointed Bob Shafer as warden for an additional year to cover Eileen's final year. Jon thanked the office staff, Rob Synakowski (organist), Cheryl Lorenz (Choir Director), and all the vestry members. Jon thanked Sherry for her services as Treasurer and mentioned that Jim Shake is stepping up to help Sherry with her duties now that she is living out of state.

Jon played a video he made which highlighted the events and accomplishments of the year.

Warden's report:

Eileen Robertson shared the information from the written report by the wardens. Bob Shafer is out of town and thus absent from today's meeting.

Outreach report: given by Eileen

We started out the year with our Lenten collection but the collections were reduced due to Covid. We haven't had a Bake and Treasure sale in two years due to the pandemic, but we anticipate having a "Junk in the Trunk" sale later this year. We had our usual Thanksgiving food drive, and collected bedding for the Sleep in Heavenly Peace charity before Christmas. We made a \$500 donation to Sleep in Heavenly Peace as well. We'll collect donations for the Samaritan Center again this year.

Altar Guild:

Sharon Hoare thanked her altar guild committee members for their help. She encouraged parishioners to join Altar Guild. Jon also encouraged people to join the committee, saying how peaceful it is in the church setting up for a service.

Choir Director:

Cheryl Lorenz thanked the choir, complimenting them on their eagerness. Cheryl said how difficult it has been to sing with a mask on, and how she hopes to be able to sing without one before she leaves St. Luke's. Cheryl thanked Rob Synakowski (organist) and her husband Ralph (musician) for their contributions.

Circle of Prayer:

Cheryl Lorenz is part of the Circle of Prayer group, where they pray for those who request it on Thursdays at 9:30 a.m. Interested parishioners should speak to Betsy Shake or Cheryl to be included.

Motion to adjourn:

Jon asked if there was anything else anyone wanted to say before we conclude the meeting. Debbie Kaszubinski shared that her name is not listed as it should be under the list of vestry members for 2021.

Jeryl Wright made a motion to adjourn the annual meeting. Sedona Brown seconded the motion, which was unanimously approved. The meeting was adjourned at 10:41 a.m.

Respectfully submitted by Alison Conley, Clerk of the Vestry

REPORTS

Warden's Report

2022 was a good year at St. Luke's. We were able to accomplish many things thanks to the dedication and generosity of so many. In the spring we finished our Capital Campaign agenda list by completing the carpeting. What a difference a coat of paint (2021) and new carpeting does to enhance the beauty of our church.

Also inside, we had a basement clean out day. We were able to haul out a lot of things that had been there for years, including many electronics that we recycled. We remodeled the bathroom in the office wing. The daycare painted the classrooms and parish hall and jointly we did renovations to one of the classrooms to turn it into a nursery.

Outside we had two well attended clean-up days to keep our grounds looking good. Volunteers did a garden again. St. Charles Food Pantry donations continued for which they are very thankful. We had a great inside summer picnic. The rain couldn't stop us from enjoying great food and company.

Financially we finished the year well ahead of budget projections. By sharing Fr. Jon with St. Mark's we were able to save a significant amount of money which certainly helped our bottom line. We also had very successful fundraising events including a Doug's Fish Fry event in the parking lot.

Through the shared ministry with St. Mark's we made new friends and had a well-attended dinner hosted by St. Mark's. We look forward to more shared events in the coming year/years.

We thank Fr. Jon for his leadership and guidance. We thank Sherry for managing our finances from afar. We thank the vestry members for their continued dedication. We thank the volunteers for their participation in our ministries and fundraising events, and we thank all of our parishioners for your continued generosity whether it's financial, time, or talent we are grateful.

We wish a healthy prosperous 2023 to all.

Respectively submitted,
Milt and Bob

Finance Committee Report

St. Luke's' year-end financial results for 2022 were slightly off from what we had anticipated. We had estimated a deficit of about (\$28,000) but ended the year with a (\$31,582) deficit. However, it should be noted that (\$20,655) of the deficit was due to changes (unrealized losses) in the value of our Solvay Bank investments, so this does not represent a cash outlay.

On a positive note, during 2022 we experienced success with our fundraising efforts and received timely rent payments from PIP daycare. And of course your generosity in satisfying your pledge contributions as well as directing additional monies towards our credit card processing fees is always greatly appreciated.

In addition, because of Jon White sharing his talents and expertise as a part-time rector for St. Mark's as of July, 2022, we have been able to cut costs since St. Mark's equally shares the expenses for Jon's salary and benefits with us. This has resulted in very positive changes to our cash flow.

Capital Campaign contributions during 2022 totaled \$9,200, which brings the grand total paid overall to \$135,200 out of the original pledge of \$137,414. The Capital Campaign ended in March 2022, and we sincerely thank everyone who was able to contribute.

On the expenditure side, Capital Campaign funds were used during 2022 to replace the church carpeting (\$6,800); replacing the daycare counter and sinks plus ramp repairs (\$1,500) and other miscellaneous repairs (\$700).

The church's 2021 internal audit required by the diocese was performed in December 2022. Based on our findings, it appears that the systems we have in place for record-keeping and finances continue to ensure the accuracy and integrity of our financial position.

Respectfully submitted,
Sherry Brescia, Treasurer

Finance Committee Members: Bob Shafer, Rich Conley, Jack Young, Jerry Wright

Treasurer's Report

St. Luke's ended 2022 with a deficit of (\$31,582), which is \$3,500 more than the (\$28,000) deficit we were anticipating at the beginning of the year. However, (\$20,665) of our deficit is attributed to negative changes in the value of our Solvay Bank investment portfolio versus an actual cash deficit.

Aside from the decrease in our investment value, several positive events occurred during 2022 including receiving timely daycare rental payments, successful fundraising efforts, and, as always, St. Luke's parishioners generously fulfilling their pledge contributions.

But one of the most significant factors that minimized our (actual cash) deficit and will support healthier finances going forward was Jon's sharing of his time and talents as a part-time rector at St. Mark's beginning in July 2022. St. Mark's shares Jon salary and benefit expenses 50/50 with St. Luke's, so it has been a very helpful decrease in expenses for us.

Some of the items I would like to highlight regarding the 2023 budget are as follows:

- Expected contributions have remained at \$130,000, based upon pledge card responses.
- We have again budgeted \$3,000 for fundraising revenue in 2023, as our fundraising efforts were successful in reaching that goal during 2022.
- Our diocesan assessment obligation remains fairly consistent with 2022's—about \$12 more for the year 2023. This is a largely due to the consistency in our revenues over the last few years.
- We have again budgeted \$1,600 for bank fees to cover the processing costs associated with online payment of contributions with credit cards. Many thanks to those parishioners who have added extra into their online contributions to cover these costs.
- Following Sara Peirson's departure earlier in January, we have budgeted \$10,400 to cover our share of the salary of our new part-time parish administrator (Deb Denny), who is from St. Mark's and has been kind enough to split her time between the two parishes.
- Presently we are showing a surplus in the 2023 budget of \$12,230. We are hopeful that our investments will turn around into a more favorable direction so as not to negate that surplus, and that our conservative approach to budgeting and controlling costs will support a favorable financial performance.

I would like to extend my gratitude to Jon White, The Finance Committee, The Vestry, Sara Peirson, and now most recently, Deb Denny—you are an outstanding team of people to work and worship with and I'm honored to be a part of St. Luke's, even from 1,300 miles away in Florida!

I also thank the parishioners for your kind support of my ministry. May God bless all of you.

With much sincerity,
Sherry Brescia

Outreach Report

The first project for Outreach is the collection for the Samaritan Center. This year we collected personal care items and kitchen items. Personal care items consisted of shampoo, conditioner, body wash, soaps, lotion, deodorant, shave cream, hand sanitizer, toothbrushes, toothpaste, floss, mouthwash and combs for a total of 515 items. We also collected toilet tissue, wipes, gloves, glass cleaner, sandwich bags, napkins, dishwasher detergent, disposable silverware and a can opener.

For 6 weeks from late June through end of July we sponsored a special food collection for St. Charles' food pantry. This collection is geared to items that kids on summer break can safely prepare for themselves.

We had our first ever Junk in the Trunk and bake sale which raised \$420.

We had a Doug's Fish Fry food truck fund raiser on June 25, 2022(one of the hottest days this past summer) and sales were a little slow, but we still raised \$389. We will have another Doug's fund raiser but earlier in the spring, so hopefully the sales will be more robust.

Fall is busy for Outreach with the Thanksgiving Food drive, the mitten tree and the Christmas Outreach project. The folks who run the St. Charles Food pantry consistently tell us that we are their biggest contributors.

We start the mitten tree collection in the middle of October so we can donate the items to St. Charles before the cold weather arrives. We collected 27 hats, 15 pairs of mitten, 22 pairs of gloves, 1 hat and glove sets and 38 pairs of socks.

Each year we donate to a local non-profit. This year we collected bedding for Sleep in Heavenly Peace. We collected 38 twin size sheet sets, 17 pillows, 14 blankets/throws, 7 comforters and 4 comforter sets. We also made a \$500.00 donation.

We will have another Junk in the Trunk and bake sale in the parking lot in the spring or early summer.

As always, we are interested in hearing from the congregation with ideas to expand our Outreach ministry.

Respectfully submitted,
Eileen Robertson

Vital Signs Newsletter Report

Vital Signs had ten issues published in 2022, March & April, July & August issues combined. The purpose of our publication is to have an open form of communication between rector, parish administration, and members of the St. Luke's community. Vital Signs is available online at St. Luke's website, emailed, and printed/mailed for the consideration of some that

do not have the web available. For 2023, we are pleased that Sedona Brown has agreed to be our new editor.

Respectfully submitted:
Carolyn Muratore

Altar Guild Report

The Altar Guild is responsible for preparing the Altar for services and caring for the linens.

The Altar Guild has gained several new members over this last year. Each committee now has 2-4 members. As always, we would welcome several more members. Four members per week would be ideal. The duty is light, usually taking 20-30 minutes for set up and also for cleanup. We do on-the-job training.

Respectfully submitted,
Sharon Hoare

Circle of Prayer Report

The Circle of Prayer with 12 active members is a vital ministry of St. Luke's. We pray from our own homes on Thursdays from 9:30-10 AM. Of course, as the Holy Spirit leads, prayers are lifted throughout the week. Over this past year, numerous answers to everyone's petitions have been answered. Requests may be texted or emailed to Betsy Shake or Cheryl Lorenz. It goes without saying, all requests are held in confidence. If you feel led to join the Circle of Prayer, please contact Betsy or Cheryl.

Submitted by Betsy Shake

Rector's Report

Ministry is a team effort, and I've been part of a pretty great team this past year. I especially appreciate our staff Rob Synakowski on organ and in the office all last year, Sara Peirson. Of course Sara left to take up a great opportunity with Syracuse University and will be missed but I am pleased that we have secured the services of Deb Denny moving forward.

I also appreciate the work and leadership of our Wardens, Bob Shafer and Milt Stephenson and especially the hard work of our Treasurer, Sherry Brescia.

We are also blessed with a vestry who work well together and who definitely have a heart for our parish and its mission; so thank you to Rich Conley, Jack Young, Mary Parish, Deb Kaszubinski, and Jim Shake. And a very deep word of gratitude to our Vestry Secretary, Alison Conley; may she never want to retire!

And though I don't have space to thank every single person in our parish, I'd like to and truly appreciate so much the work of so many; our parish Guild and its leader Sharon Hoare. Outreach led by Eileen Robertson, Hospitality led by Cyndi Dundon (who has retired!), our Prayer Circle led by Betsy Shake and so many more!

2023 is the first year since 2019 when we've been able to have regular in-person worship for the entire year and this past year also saw the resumption of our St Francis Animal Blessing service and our Good Friday overnight vigil. So, we are pretty close to fully embracing our new normal, with the last of the set-aside traditions to return being our community dinners, which I am hopeful will resume again in 2023.

The most significant decision in 2022 was our choice to enter into a partnership of Shared Ministry with St Mark's. We are just over six months into the 18-month trial period we laid out last year; and at the end of 2023 we will decide if we want to make the partnership continue throughout my rectorship.

From my perspective, the arrangement has worked even better than I had hoped, and I anticipate that we will choose to continue and I think there is even greater potential for doing mission together across the greater west side of the Syracuse metro area.

Our work with St Mark's was not our only accomplishment this year though. In worship, I have begun leading a service twice a month at Summerfield, an assisted living community on Onondaga Hill and we have gathered a small band of faithful there who are a joy to spend time with. I'd especially like to hold up Dick and Shirley Chrisfield for this because it was really their idea.

Also worship related, I lament the departure of Cheryl and Ralph Lorenz and have been frustrated by our inability to recruit a new choir director. At the same time, I am excited by having Samantha Bullock willingness to provide special music for worship regularly.

In Formation, we took up our Bishop's invitation to begin Sacred Ground, an 11-part series exploring issues of race and racism in our society and in our church. We've been meeting monthly since the fall and are almost halfway through. I am deeply appreciative of everyone who has participated and entered into these sometimes difficult conversations.

We also completed a large project that was identified in our last capital campaign and replaced the worn carpeting in the offices, library, hall and sanctuary and also repainted our common areas. In 2023, we anticipate replacing the tiles in the kitchen and parish hall as well and for that project we'll be sharing expenses with the PiP, the daycare that rents our space. Due to the positive impact on our finances from the shared ministry with St Mark's, our vestry has also been working to identify other projects that we might need to start saving up for, such as upgrading our HVAC systems.

Overall, our parish is in a relatively good place and moving in positive directions.

Regrettably, as in every year we have lost some of those who are dear to us and who were the lights of our community in their time. We ask that God accept them into His loving arms and look forward to our own reunion with them; Eileen Mitchell and the Rev. Ed Caldwell.

Parish Statistics

Sunday Eucharist	51
Weekday Eucharist	57
Burial Office	5
Other Services	9
Total Sunday Attendance	2478
Average Sunday Attendance	49

Key Services Attendance

Ash Wednesday	44
Palm Sunday	52
Easter	92
All Saints' Day	64
Christmas Eve	84

2022 PARISH OFFICERS, MINISTRY LEADERS & STAFF

Parish Officers

Rector	The Rev. Jon M. White
Wardens	Bob Shafer & Milt Stevenson
Treasurer	Sherry Brescia
Clerk of the Vestry	Alison Conley
Vestry Members	Sherry Brescia Mary Parish Jack Young Jim Shake Rich Conley Debbie Kaszubinski

Ministry Leaders

Fellowship	Cindi Dundon
Finance	Sherry Brescia
Building and Grounds	Jeryl Wright
Outreach	Eileen Robertson
Pastoral Care	The Rev. Jon White

Vital Signs

Designer and Layout	Carolyn Muratore
Editor	Sara Peirson

Parish Staff

Parish Administrator	Sara Peirson
Organist	Robert Synakowski
Choir Director	Cheryl Neff Lorenz

PROPOSED BUDGET 2023

			2022	2022	Proposed	
			Actual	Budget	2023	
					Budget	
Revenues						
Tithes and Offerings						
	1751.01	Plate Offerings	620.66	1,000.00	1,000.00	
	1752.01	Pledge Payments	125,572.01	130,000.00	130,000.00	
	1756.01	Other Misc. Contributions	3,295.49	-	-	
Total Tithes and Offerings			129,488.16	131,000.00	131,000.00	
Other Operating Revenue						
	1760.01	Rental Income	32,000.00	29,525.00	29,525.00	
	1761.01	Flowers	925.00	1,500.00	1,000.00	
	1764.01	Fundraising revenue	3,291.16	3,000.00	3,000.00	
Total Other Operating Revenue			36,216.16	34,025.00	33,525.00	
Total Revenues			165,704.32	165,025.00	164,525.00	
Expenses						
Outside the Parish						
	1864.01	Diocesan Assessment	14,402.76	14,542.77	14,555.20	1
Total Outside the Parish			14,402.76	14,542.77	14,555.20	
Payroll and Fringe Benefits						
		NYS				
	1531.02	Unemployment Insurance	1,613.44	-	1,500.00	2
	1867.01	Salary-Clergy	48,690.40	51,709.63	33,442.56	3
	1867.02	Salary-Choir Director	1,585.95	3,755.50	-	
	1867.03	Salary-Organist	9,047.23	8,919.03	9,364.98	4
	1867.04	Salary-Secretary	11,958.84	10,965.60	10,400.00	5
	1867.06	Social Security & Other	1,441.72	7,000.00	730.00	6
	1867.07	Pension	12,044.33	13,407.00	8,316.72	7
	1867.08	Health Insurance & Other Benefits	23,019.66	22,271.00	12,485.50	8
	1867.11	Housing Equity Allowance	850.00	1,200.00	600.00	8
	1867.12	Auto Allowance	-	1,000.00	1,000.00	
	1867.14	Professional Expense	-	400.00	400.00	
	1867.15	Travel & Conference	75.00	500.00	500.00	

	1867.53	Clergy Continuing Education	-	500.00	500.00	
Total Payroll and Fringe Benefits			110,326.57	121,627.76	79,239.75	
Building related						
	1867.22	Real Estate Taxes	1,530.49	1,400.00	1,550.00	9
	1867.24	Maintenance Contracted	5,088.16	3,000.00	4,500.00	9
	1867.29	Services-Cleaning	4,498.25	5,700.00	5,700.00	
	1867.33	Building Services	6,125.00	5,500.00	5,500.00	
Total Building related			17,241.90	15,600.00	17,250.00	
Utilities						
	1867.09	Gas & Electric	15,183.71	15,000.00	15,000.00	
	1867.16	Telephone	1,494.11	2,000.00	1,500.00	9
	1867.99	Water	1,272.76	950.00	1,300.00	9
Total Utilities			17,950.58	17,950.00	17,800.00	
Other Expenses						
	1867.10	Office Expenses	7,183.75	5,500.00	7,000.00	9
	1867.17	Altar Supplies	183.03	500.00	500.00	
	1867.18	Music & Choir	169.00	400.00	400.00	
	1867.19	Youth Programs	-	600.00	600.00	
	1867.20	Fellowship	397.82	500.00	500.00	
	1867.21	Stewardship & Canvass	200.92	400.00	400.00	
	1867.25	Flowers Expenditures	953.83	750.00	750.00	
	1867.27	Fundraising Expenses	-	500.00	500.00	
	1867.31	Christian Education	216.00	400.00	400.00	
	1867.35	General Insurance	4,861.75	4,200.00	4,000.00	
	1867.60	Other Expenses	985.00			
	1867.70	Bank fees	1,547.57	1,000.00	1,600.00	
Total Other Expenses			16,698.67	14,750.00	16,650.00	
Total Expenses			176,620.48	184,470.53	145,494.95	
Net income (loss)			(10,916.16)	(19,445.53)	19,030.05	
Other Revenues						
	1754.01	Unrealized gain/loss	(20,670.64)	-	-	
	1755.01	Investment income	5.14	-	-	
Total Other Revenues			(20,665.50)	-	-	

Other Expenses

1867.54	Transfers to Rector's Fund	-	200.00	200.00
1867.56	Transfers to Sabbatical Fund	-	2,800.00	2,800.00
1867.61	Transfers to Rectory Maintenance	-	3,000.00	3,000.00
Total Other Expenses		-	6,000.00	6,000.00
Net Operating Total Income (Loss)		(31,581.66)	(25,445.53)	13,030.05

NOTES

- 1 Actual assessment for 2023
- 2 NYS Unemployment has traditionally not been budgeted, but \$1,500 should be adequate
- 3 Total of salary (\$60,000) plus housing and SECA allowances is being shown as net of St. Mark's share
- 4 Includes a 5% increase
- 5 This represents our share of Deb Denny's salary (\$20/hour x 10 hours x 52 weeks)
- 6 This represents Rob's SS and Medicare, as Jon's SECA allowance is included in salary
- 7 This reflects Jon's increase in salary and is being shown as net of St Mark's share
- 8 This is being shown net of St. Mark's share
- 9 Budgeted amount suggested to align with actual expenditures

In Memoriam



Eileen Mitchell

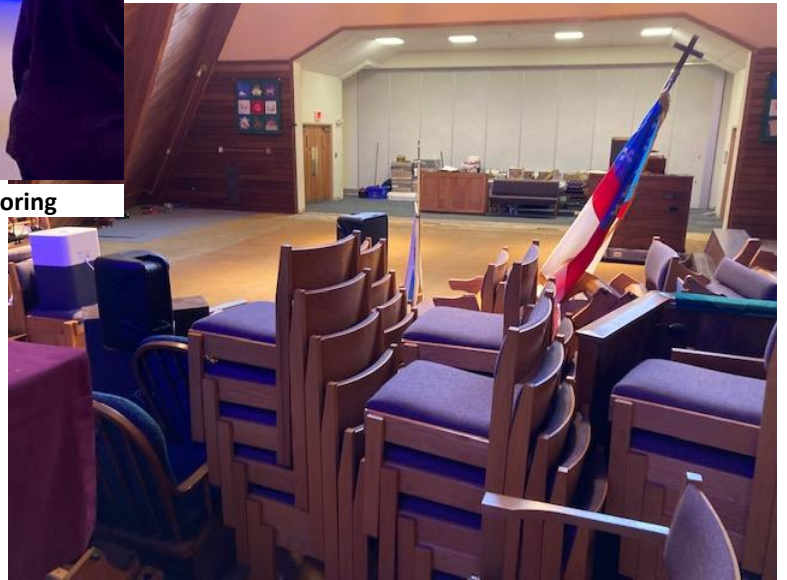


The Rev Ed Caldwell

OUR 2022 PHOTO ALBUM



Clearing the sanctuary for installation of the new flooring



The Sanctuary prepped for new carpeting



The Sanctuary at night during the Good Friday vigil



At the Lorenz Farewell Party



The Rev Meredith Kadet-Sanderson joined us for the Easter Vigil



The Altar ready for Easter



St Mark's sign noting the beginning of Fr Jon's ministry there



Jeryl Wright showing off his prize at the dinner with St Mark's



Sorting and putting hooks on Christmas ornaments



Hanging the ornaments



Samantha Bullock performing at the Loren Barrigar concert



ST LUKE'S
EPISCOPAL CHURCH

5402 West Genesee St
Camillus, NY

Stlukescamillus.com