

*Making a Joyful Noise unto the Lord*



## St. Stephen's Annual Meeting

January 19, 2020

## St. Stephen's 2019 Annual Meeting Minutes

St. Stephen's held its annual meeting right after Sunday morning services on January 20, 2019. The meeting was called to order by Joel Bigelow, senior warden.

**Minutes:** The minutes from the 2018 annual meeting were read, voted on, and approved. (Michael Chase moved; Jim Tomlinson seconded.) The minutes were submitted by Betty Palmer.

**Senior Warden Report:** Joel gave his report for 2018 welcoming new members and mentioning the many accomplishments, activities, and services provided by the members of St. Stephen's. A special thank you was given to Cammy Warner for the newsletter.

**Junior Warden Report:** Molly Larsen, junior warden, was not present. See Vicar's Report for items generally covered in the junior warden's report.

**Vicar's Report:** Aletha gave the vicar's report making note of

- Gentry – painted cross
- Michael – donated extended staircase for window-wells
- Michael – installed a new window in Fire Place Room with Joel's help
- Diocesan Safety Manager inspection
- Elevator fixed
- Taylor Clark is now a canonically resident deacon, Eastern Oregon Diocese.
- One baptism and a Celebration of Life
- Sumpter attendance - 2 regular, 7 in the summer
- Women's Group – Bea Edmundson's estate
- Preschool
- Lee Keifer's inspiring visit

**Financial Reports:** Aletha gave a general fund end of the year report and assets/special funds report. She presented a 2019 budget which Joel Bigelow proposed we accept. Betty Palmer moved; Jim Tomlinson seconded. It was voted on and accepted.

**Altar Guild:** Beth Bigelow reported altar guild is doing fine. There are seven members on altar guild.

- New wrought iron style candle holders were purchased to hang in the main part of church.
- Slightly over budget on candles.

**Deacon's Report:** Taylor Clark introduced himself to those in attendance with some interesting biographical details and expressed his gratitude for the support of those at St. Stephen's.

**Men's Group:** Joel Bigelow

- Men's Breakfast raises money for young people going to Ascension School.
- Thank you to Michael Chase for new windows in Fire Place Room
- Railings for office steps have been purchased and will be installed this spring.

**Music Ministry:** Aletha reported.

- Thank you to Carol Harley for her work with the Episcopossums and teaching Blue Grass
- Patty Shukle back playing piano/organ
- Electronic music added

**Sunday School:** Beth reported that classes are held first and third Sundays.

## **Elections**

The following Slate of officers/Vestry members was accepted.

- Junior Warden: Molly Larsen (and will need occasional assistance)
- Convention Delegates: Beth Bigelow, Carol Harley (alternate)
- Vestry members: same as previous year

Closing Remarks

Closing Prayer

Meeting Adjourned

Minutes submitted by Karen Zimmer

**St. Stephen's Assets January 1, 2020 Total: \$ 2,232,992.32**  
**Liquid: \$ 339,392.32**

	1/1/2019	1/1/2020
<b>Investments &amp; Real Estate</b>		
Ann Ward Legacy Fund (Bank Acct.)	\$	250,000.00
Dreyfus Fund (Money Market)	\$ 6,593.52	3,388.30
Intervest Int'l (moved into Lincoln)	\$ 33,193.51	0
Fidelity (moved into Lincoln)	\$ 12,048.52	0
Lincoln Financial (new brokerage fund)		46,668.31
<b>Total Value Investments</b>	<b>\$ 51,835.55</b>	<b>300,056.61</b>
Church Replacement Limit	\$1,743,600.00	no new est.
Little House Replacement Limit	\$ 150,000.00	no new est.
<b>Total Valuation Real Estate</b>	<b>\$ 1,893,600.00</b>	<b>\$ 1,893,600.00</b>
<hr/>		
<b>Bank Accounts</b>		
<b><u>General Fund</u></b>		
Umpqua Bank – G.F. Checking	\$ 2,968.04	2,538.05
Liabilities (Outstanding Checks)	124.45	<1,914.02>
<b>Net Cash carryover</b>	<b>2,770.27</b>	<b>624.03</b>
<b><u>St. Stephen's Special Funds</u></b>		
<b>Banner Bank</b>	<b>15,424.03</b>	<b>12,956.05</b>
Memorial Fund	6,147.23	5,775.40
Rental Active Fund	1,999.13	2,187.14
Rental Sinking Fund for Repairs	7,277.67	4,993.51
<b>Community Bank</b>	<b>\$ 18,501.45</b>	<b>18,423.83</b>
Choir (Bird House & gifts)	\$ 131.91	131.91
Flower Fund	\$ 232.25	413.39
Men's Group (for Camp Scholarships)	\$ 2,908.76	5,549.76
Sunday School (past auction income)	\$ 2,735.99	2,031.68
Pancake Supper (break even)	\$ 227.30	204.01
Preschool – Zimmer	\$ 10,062.08	9,092.08
Priest Discretionary (Pig, honoraria)	\$ 380.16	364.67
Projects (Door & Fireplace)	\$ 0	
St. Brigid's Discretionary	\$ 1,583.00	600.57
Unencumbered – Administration	\$ 240.00	35.76
<b>Sterling Savings Bank</b>		
Women's Group	\$ 9,294.87	7,331.80
<b>TOTAL NET BANK ACCOUNTS</b>	<b>45,990.62</b>	<b>39,335.71</b>

Category	2019 Proposed	2019 2019 Actual	2020 Proposed
<b>INCOME</b>	<b>\$ 48,679.00</b>	<b>\$ 48,197.72</b>	<b>\$ 55,656.00</b>
Beginning Balance	\$ 2,895.00	\$ 2,894.72	\$ 675.00
House Rental Contribution	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Interest from Lincoln Financial- for Outreach			\$ 1,281.00
Preschool Offering Heat/light	\$ 1,000.00	\$ 1,000.00	\$ -
Other Income - Unpledged: N/A	\$ 300.00	\$ 210.00	\$ 300.00
Plate Offering (Unidentified)	\$ 500.00	\$ 1,079.00	\$ 1,000.00
Pledged Offering	\$ 42,484.00	\$ 41,379.00	\$ 49,900.00
St. Brigid Offering	\$ 500.00	\$ 635.00	\$ 500.00
<b>EXPENSE</b>	<b>\$ 48,679.00</b>	<b>\$ 45,662.39</b>	<b>\$ 55,656.00</b>
Advertising	\$ 300.00	\$ 330.45	\$ 350.00
Altar Guild	\$ 900.00	\$ 462.97	\$ 600.00
Clergy-Housing Allowance	\$ 5,700.00	\$ 5,750.00	\$ 6,300.00
Diocesan Assessment	\$ 10,993.00	\$ 10,759.65	\$ 12,375.00
Diocesan Convention	\$ 1,000.00	\$ 125.00	\$ 500.00
Education:Adult Education	\$ 150.00	\$ 69.20	\$ 150.00
Insurance:Payroll Insurance SAIF	\$ 537.00	\$ 538.60	\$ 540.00
Insurance:Property Insurance	\$ 4,200.00	\$ 4,286.00	\$ 4,300.00
Maintenance:Church	\$ 1,800.00	\$ 2,864.50	\$ 2,500.00
Maintenance:Ground Maintenance	\$ 1,800.00	\$ 1,791.48	\$ 1,800.00
Maintenance:Housekeeping Church	\$ 2,800.00	\$ 3,132.66	\$ 3,200.00
Ministry Education Support	\$ 200.00	\$ 203.36	\$ 200.00
Music- Piano Tuning	\$ 200.00	\$ 246.00	\$ 200.00
Office Equipment	\$ 1,000.00	\$ 818.58	\$ 1,000.00
Office Supplies	\$ 1,000.00	\$ 823.86	\$ 1,000.00
Parish Outreach - Food for Pantry (\$25/week)			\$ 1,300.00
Postage	\$ 450.00	\$ 165.00	\$ 300.00
Professional Services	\$ 350.00	\$ 239.00	\$ 350.00
Publications	\$ 600.00	\$ 832.94	\$ 850.00
Secretary Salary	\$ 2,600.00	\$ 2,869.53	\$ 3,000.00
St. Brigid's Electricity	\$ 600.00	\$ 636.89	\$ 640.00
St. Brigid's:Propane (St. Brigid)	\$ 1,200.00	\$ 1,422.91	\$ 1,500.00
St. Brigid's:Water (St. Brigid)	\$ 354.00	\$ 354.89	\$ 354.00
Tax:Payroll (Employer)	\$ 335.00	\$ 264.76	\$ 300.00
Utilities St. Stephens:Electricity (Church)	\$ 2,000.00	\$ 1,484.21	\$ 1,600.00
Utilities St. Stephens:Garbage & Recycling (Church)	\$ 250.00	\$ 339.50	\$ 340.00
Utilities St. Stephens:Gas (Church)	\$ 2,600.00	\$ 1,680.45	\$ 1,800.00
Utilities St. Stephens Telephone & Internet	\$ 1,500.00	\$ 1,755.07	\$ 1,800.00
Utilities St. Stephens:Water (Church & House)	\$ 1,760.00	\$ 1,368.90	\$ 1,500.00
Contingency	\$ 1,500.00	\$ 46.03	\$ 5,007.00

## **Altar Guild Report**

Our Altar Guild membership continues to remain strong. We have a dedicated group of women who serve Saint Stephens. They work quietly to prepare the altar in the church for every service. The altar gospel book, lectern Bible, linens and cloth, candles, credence table, wine and bread, oils, vessels for the elements and the professional cross are just some of the responsibilities in the special care of the Altar Guild.

The Women's group decided to have a new church banner made in memory of our beloved Bea Edmundson. The banner was designed and made by Helen Brisson. Helen met with the women of the church in the fall of 2018 to gather input on the design of the banner.

The beautiful banner was delivered to our church in early October, just in time to use it at convention. The price Helen charged was well below what we felt should have been charged. The Women's group and Helen decided an additional contribution be made to Ascension School.

Altar guild members are:

Betty Palmer

Karen Zimmer

Heather Palmer-Johnson

Karen Fogelsong

Sue Richard

Beth Bigelow

Barbara Prowell

Thanks for the wonderful dedication to our church!

Submitted by Beth Bigelow

## **Bible Study**

Here are the video lessons we studied in 2019:

*Lessons From the Upper Room*

*Who is the Holy Spirit?*

*Sermon on the Mount*

Submitted by Jim Tomlinson

## **Bread Ministry**

Over four years ago, Mike Chase organized a ministry in cooperation with the Oregon Food Bank to pick up discarded bread from Albertson's and Safeway and get it out to the hungry in our county. Maryanne Lovell made it a team two years ago and this year Molly Larsen has become an active backup. Occasional assistance comes from Joel Bigelow and Jim Tomlinson. Bread has been distributed to seven Baker County food banks, one soup kitchen, the food pantry kiosk in front of St. Stephen's Church and one family who distributes to almost 20 neighbors. A second food kiosk on 11th and H Street is now receiving bread. St. Stephens's Church has applied to Safeway to receive meat, milk, produce, etc. and so far has received generous amounts of meat

*Submitted by Maryanne*

## **Men's Group Report**

The Men's Group continues to raise money for young people from the Baker area to attend Ascension School. Joel Bigelow, Rob Palmer, Jim Tomlinson, Taylor Clark, Lynn Perkins, Dan McQuisten, Adam Crowell and Michael Chase prepare a delicious breakfast during the first Sunday of the month. Contributions received from the breakfast are used for the Ascension School scholarship fund. Our goal is to offer significant help to defray the cost of Ascension School for the young members of our church and the community. We sent three youth from the parish to camp this summer.

Special thanks Adam Crowell, Fred Warner, Dan McQuisten, and Jeff Anderson for moving the generously donated storage shed down the street from the Crowell's home.

The railings for the office steps were purchased and installed during the fall by Dan McQuisten and Adam Crowell.

*Submitted by Joel Bigelow*

## **Newsletter Report**

As editor of the newsletter, the only thing I have to report is that the newsletter will continue as always. I try to give accurate information and put eye catching pictures in the publication. I am asking people to take pictures and submit them to the St. Stephens email: (St-Stephens@qwestoffice.net), I can always use pictures.

Also, if anyone has something that needs or wishes to be in the newsletter, please submit that to the email.

Thank you for your support and patience with the newsletter publication.

*Submitted by Cammy Warner*

Hello St. Stephens!

January, 19, 2020

I am sorry I can't be with you today. I am excited though for this opportunity you have made possible for me to grow, and learn. I am at High Desert School of Ministry here in Cove. It is through your generosity of spirit, prayers, and support that I am able to come here. One weekend each month there are six postulants for Holy Orders. It is my hope and the purpose of the diocese that I eventually and prayerfully serve St. Stephens in this new ministry.

Thank You.

We started this year studying history and the early church. We are now at the middle ages. My how time flies when you are having fun, over 700 years in a little over 5 months!

The scope and breadth of the instruction as well as the remarkable, engaging, and oh so knowledgeable group of peers. I am humbled, and honored that you have allowed me to journey here.

We study and process the history, scriptures, traditions and the liturgies of our church.

This process has, even now, awakened me to the responsibilities of the presider, or priest. This is a whole new skill set. If I thought that I could simply use my experiences as a deacon, well, not so!

Please keep me in your prayers as we continue this wonderful exploration and education.

Thank You for allowing me to participate as your deacon and engage in this new journey,

Taylor

The Reverend Deacon Taylor B. Clark



## **Senior Warden Report**

I'm always amazed when I sit down to write these yearly reports how much our small but dedicated congregation accomplishes over a year's time.

The vestry has approved funding for Taylor Clark to begin his studies towards ordination. Betty Palmer has graciously accepted the vestry's offer to become our new Senior Warden.

Maryanne Lovell has joined Micheal Chase in their continuing efforts with the bread/food ministry. Heather and Mark Johnson constructed a food pantry that has provided a constant source of food for those in need.

Jim Tomlinson has led our bible study group with videos by Sinclair Ferguson.

Mindy Sherrib has been indispensable with communicating to us about our numerous activities.

Cammy Warner puts out what I consider to be the best newsletter in the diocese.

Courtney and Adam Crowell have again provided a very special Consecration Sunday meal.

No report would be complete without a very special thanks to our vicar Aletha Bonebrake who not only leads our services with inspiring sermons but also doubles as our treasurer. Betty Palmer and Taylor Clark have begun helping her by taking on the responsibility for the sermons twice a month.

The individual reports will tell us about all the continuing care of our church and of the outreach to the community.

*Submitted by Joel Bigelow*

## **Saint Stephen's Sunday School**

Sunday school at Saint Stephens began during the month of September. Approximately 6 to 12 children regularly attend our Sunday school. Classes are held on the first and third Sundays of the month and are being taught by Beth Bigelow, Karen Zimmer, Terry McQuisten , Courtney Crowell, Cammy Warner and Carol Harley.

Ukulele lessons for the Sunday School began in September. The children meet on the first Sunday of the month during their Sunday time and receive lessons from Carol Harley. The children shared their new musical talents during a short performance on the fourth Sunday of Advent. Carol's musical expertise and energy are a wonderful addition to our Sunday School!

Depending on the Sunday the children may spend the first part of the hour in the chapel following a simple worship format and then complete the lesson in the Sunday School room working on application activities." The Kids Sunday School Place" and "Episcopal Lesson Plans That Work" are several curriculums that are being used. "Episcopal Lesson Plans That Work" is published by the Episcopal Church and designed to follow the Revised Common Lectionary.

Our children continue to be involved with service projects. Flowers were planted in our church gardens by the children in May. The children gleaned potatoes in October from the Blatchford Ranch. The potatoes were given to the Salvation Army for the less fortunate. Once again, the Sunday School held their annual pumpkin auction. The money raised from this event will be donated to families in need. We appreciate the church members generous support at the auction. Food baskets were distributed to Sunday School families during Advent. Each family filled the baskets and the food was returned to the church to be used in our church pantry.

During the Christmas season the children made Advent wreaths for the families of St. Stephens. Fun was had when Gingerbread houses were decorated during class and then sent home for each family to enjoy. The Epiphany season was ushered in with cupcakes, a Epiphany cake and visuals made by the class to help church members better understand the season.

*Submitted by Beth Bigelow*

**Vicar's Report** *submitted by Aletha Bonebrake*

2019 was another wonderful, growing year for St. Stephens.

I am particularly thrilled with the growth of the Sunday School through the dedicated and creative efforts of our teachers Beth Bigelow, Cammy Warner, Courtney Crowell, Jessica Anderson, Karen Zimmer and Terry McQuisten. With different age groups now attending, two separate classes are held, which is a lot of work for the volunteer teachers, especially since they all have other roles in our worship services. In addition to the many activities engaging the children December saw was a thoughtful reverse advent calendar exercise teaching gratitude and sharing. Children (and adults) took home decorated baskets provided by the church into which they would place a foodstuff or other useful item every day leading up to Christmas. They were presented at the altar on 4<sup>th</sup> Advent. These items are now going out into the Pantry in front of the church for people who need help. The pantry is well managed by Maryanne and Michael, who restock it almost daily.

From the inspired visit by Lee Kiefer at the end of 2018, our fledgling music group ended up with a roaring Episcopossums bluegrass ensemble led by Carol Harley, which plays for Morning Prayer services. She prepares all our music and teaches us kindly to be the best we can be. This year we had a wonderful gig at Convention, with our beautiful new banner on display, and also played for the caroling on Christmas Eve. The children are having a wonderful time with Carol's ukulele lessons as well.

The Vestry spent many meetings talking about a possible offer for the little house property put forward by Old West. Nothing has come of this to date. In the meantime, we looked at our investment funds and realized they were not performing with the market. The Vestry invited Scott Warner to its May meeting to advise us. We ended up placing poorly performing funds with Scott's firm in a Lincoln Financial fund, which is now yielding close to a 5% return.

During a terrible snowfall in Sumpter, ice dams got up under the eaves of parish hall of St. Brigid's and the roof failed. Happily, the property was insured through our policy with the Diocese and extensive repairs to the roof, the walls and replacement of the flooring were made. Then, on Good Friday, a great sinkhole opened up in St. Stephen's parking lot, which was filled in rapidly by Sackos Excavation, and later paved when the weather warmed up. This event was not covered by insurance and the Vestry paid for it out of the building repair sinking fund which has been built up from the rental property income.

Junior Warden Molly managed to fill in the tiny little gaps around the parking lot stained glass where she deduced the bats were coming in. No more bats since then. She also organizes every space she finds.

Our Preschool lost its teacher due to family issues and was out of commission all year. It will reopen again this year with Patty Shukle as the teacher, aided by Karen Zimmer. This is a great joy.

Aletha served on Diocesan Council and Diocesan Commission on Ministry. She attended two clergy collegiums, two Diocesan ordinations and one funeral, and presided at one local graveside service.

To Betty Palmer and Taylor Clark who provide inspired preaching twice a month, to all the lectors, greeters and lay readers, to the Sunday School teachers, to all the great chef men who make monthly breakfasts, to the musicians, to the Vestry and, finally, to, everyone who pitches in all the time at any time to fix things, dream up and service events, pick up bread for the community, keep minutes, fill the food station outside – you get the idea - my deepest thanks for making St. Stephen's such a dynamic, living church family. There is so much of God's love here in St. Stephen's. Bless you all.

## Women's Group

Robin Crowell has graciously offered to lead the women's group this next year. Robin is new to our congregation and has helped a lot with events in the last year. It is going to be a little bit of a struggle the first part of the year because Robin and Bryan are enjoying the sun of San Diego until March, but Robin is planning on communicating with the women by email. On that note, please send your email address to her ([robinrcrowell@icloud.com](mailto:robinrcrowell@icloud.com)). One of the first things on the women's group agenda will be firming up our Wedding Venue policy and details for this to be a possibility. Gina Perkins is working on a Web page for this. Many exciting things in the future for the Women's group.