

ANNUAL PARISH REPORT 2024

ST. PETER'S EPISCOPAL CHURCH

18001 Detroit Avenue

Lakewood, Oh 44107

(216) 226-1772

(216) 226-0354 FAX

The Reverend Michael Lager, Rector



VESTRY & OFFICERS

Liz Crosby, Senior Warden; John Neumann, Junior Warden;

Joanne Hull*, Clerk; Dan Lammers, Treasurer;

Ryan Vogelgesang*, Martha Taylor*, Anne Marie Foti*, Betsy Yingling,

Naomi Opdycke, Dennis Driscoll, Dave Tabar, Beth O'Rourke

(*term ending)

Index

Index	2
General Information	3
Parish Statistics	4
Leadership of St. Peter's	5
Agenda	6
Minutes of Annual Meeting 2023	7
Nominating Committee Report	8
Interim Rector's Report	9
Rector's Report	10
Senior Warden's Report	11
Treasurer's Report	12
St. Peter's Foundation	17
Children and Youth Ministry	17
Music Ministry	19
Parish Life	20
Report on the 2023 Convention	20
St. Cecilia's Guild	22
Outreach & Servant Ministries	22
Community Meal	22
Funeral Reception Ministry	23
Flower Delivery	23
Eucharistic Visitor Ministry	24
Buildings & Grounds	24
Administration & Finance Ministry	24
The Generosity Team (Stewardship Committee)	25
Chancel Guild	26
Acolyte Service, Lectors and Eucharistic Ministers	27
Ushers	27
Communication	27
St. Peter's Childcare Center Annual Report	28
St. Peter's Episcopal Church By-Laws	30

18001 Detroit Avenue
Lakewood, Ohio 44107
Church Office Phone: 216-226-1772
Church Fax: 216-226-0354

SUNDAY SERVICES

8:00 am Holy Eucharist
10:00 am Holy Eucharist
11:15 am Coffee Hour
11:15 am Virtual Coffee Hour, on ZOOM
 2nd Sunday of the Month

SUNDAY ON-LINE SERVICES

10:00 am St. Peter's YouTube Page

BIBLE STUDY

Wednesday, Eucharist 10:00 a.m., Forum, 11:00 a.m.
Sunday, 9:09 a.m.
Friday, 8:00 am – Bible Study at Joe's Deli

E-MAIL ADDRESSES

office@stpeterslakewood.org

finance@stpeterslakewood.org

WEBSITE

www.stpeterslakewood.org

Parish Statistics 2023

Congregation

Households	186
Church Members, All	352

Sacramental Rites and Other Services

Celebration of Holy Communion

Sundays / Saturdays	104 in-person 52 online
---------------------	----------------------------

(10:00 services are online and available on St. Peter's You Tube Page)

Weekdays	53
----------	----

Private Services	16
------------------	----

Baptisms	7	Confirmations	0
----------	---	---------------	---

Reaffirmation	0	Reception	0
---------------	---	-----------	---

Marriages	2	Burials	11
-----------	---	---------	----

Transferred In / Newcomers	18
----------------------------	----

Transferred Out	14
-----------------	----

The 2023 Leadership of Saint Peter's Episcopal Church

THE VESTRY

Class of 2023	Anne Marie Foti, Martha Taylor Ryan Vogelgesang, Joanne Hull
Class of 2024	John Neumann, Betsy Yingling, Joanne Hull, Liz Crosby
Class of 2025	Dennis Driscoll, Naomi Opdycke, Dave Tabar, Beth O'Rourke

THE PARISH LEADERSHIP

Administration & Finance:	Dan Lammers
Stewardship:	Jan McDonough, Jeff Tennant, Pat Wielinski, Anne Marie Foti, Mark Lekan, Victoria Dehmalo
Parish Life:	Lorna Jordan, Amanda Chambers
Outreach & Servant Ministry:	Martha Taylor, Anne Marie Foti
Community Meal:	Jan Babbit, Lesley Demagall
Saint Peter's Foundation:	Mike Bickerton

THE STAFF

Parish Administrator:	Leslie Hannan
Parish Bookkeeper:	Eric Mazzone, Janine Finucane
Sexton:	Barrett (Tom) Newman
Children, Family & Youth:	Michelle Killin Keith
Choirmaster/Organist:	Bryan Mitnaul
Interim Rector:	The Rev. Brian Wilbert
Rector:	The Rev. Mike Lager
Bishop of Ohio:	The Rt. Rev. Anne B. Jolly

AGENDA
114TH ANNUAL MEETING OF ST. PETER'S EPISCOPAL CHURCH
SUNDAY, JANUARY 21, 2024

CALLING TO ORDER, WELCOME AND DISTRIBUTION OF REPORTS
OPENING PRAYER

REFLECTING ON 2023

APPROVAL OF 2023 MINUTES
RECTOR'S REPORT: FR. MIKE LAGER
SENIOR WARDEN'S REPORT: LIZ CROSBY
JUNIOR WARDEN'S REPORT: JOHN NEUMANN
TREASURER'S REPORT FOR YEAR END 2023: DAN LAMMERS
FOUNDATION REPORT FOR YEAR END 2023: MIKE BICKERTON
REPORTS ON MISSION: COMMUNITY PARTNERS, MUSIC,
YOUTH & CHILDREN, COMMUNITY MEAL
GRATITUDE TO OUTGOING VESTRY CLASS OF 2024
MOTION TO ACCEPT VESTRY NOMINATION SLATE

PREPARING FOR 2024

VESTRY ELECTION FOR CLASS OF 2027
ORGAN REPAIR AND REFURBISHMENT CAMPAIGN: MIKE BICKERTON
2024 PARISH BUDGET: DAN LAMMERS
ADDITIONAL QUESTIONS
DISMISSAL

St. Peter's Episcopal Church
Lakewood, Ohio
Minutes of the 113th Annual Meeting
Sunday, January 22, 2023

In-person at St. Peter's Church
Live-Streamed and recorded (on YouTube):

https://www.youtube.com/channel/UC5r-XEvAg8xKiEl2jnl_s7g

St Peter's Episcopal Church held its Annual Meeting in connection with the Eucharist, in the single service which began at 9:00am. At mid-service, the Annual Meeting was begun.

Stephen Bickerton, Junior Warden, announced that we have a quorum.

Liz Crosby, Senior Warden, announced the slate of new Vestry members:

Naomi Opdyke
Dennis Driscoll
Geoff Rudesill
Dave Tabor

All four were warmly welcomed by everyone.

At 10:05am the Annual Meeting reconvened, as the Chancel Guild cleared the altar.

Rev. Nancy moved to approve the 2022 Annual Meeting minutes. Sara Ferry seconded the Motion. The Motion carried.

Ron Stack, our prior Clerk, was thanked for his service at last year's Annual Meeting. Then Joanne Hull, our current Clerk, was thanked for her service.

The ushers distributed the 2023 Annual Parish Report.

Financial Report

Dan Lammers, Treasurer and a member of Vestry, provided the highlights of the Parish's 2022 financial performance, which resulted in a surplus. The 2023 Budget is currently reflecting a loss, as fewer pledgers resulted from the 2023 campaign. However, the 2022 surplus compensates for the current 2023 pledging deficit. Further, Dan reminded us that our parish generally has more collections than pledges, especially later in the year. Dan also reviewed that the Parish acquired a new copier in 2022 and had the building tuckpointed, in spite of the downturn in the stock markets.

St. Peter's Foundation Report

Mike Bickerton reported that the Foundation looks forward to investment growth during 2023. He also reported that Pete (?) and Kelly Hoffman were completing their terms, while Donna (?) and George Filko will be replacing them for five-year terms.

Our New Rector

Liz Crosby joyfully reported that we are all happy and pleased with the search process for a new Rector having recently accepted the Call to join us. Dan Gorash and Sara Ferry, co-chairs of the Search Committee, recapped the process that was followed, including three Parish-wide meetings, facilitated by our consultant, Rev. Bargetzi. From those meetings, a Profile was drafted, mock interviews were conducted by the full Committee, including Brennan, Christina, Christine, Naomi, Neil and Ian. The Profile was published, and Rev. Mark's interest was gladly received.

Rev. Mike, an Ohio native, is currently at a parish in Portsmouth, Arkansas. He has 30 years-experience as an Episcopal rector. He has a strong connection with programming and outreach to the poor. He and his wife have two grown daughters, and they share a collaborative style and approach. With that, the full parish applauded the expected date of Rev. Mike joining us for the Easter celebrations.

The Annual Meeting was adjourned at 10:30am.

Respectfully submitted,
Joanne Hull

Nominating Committee Report

The Nominating Committee is pleased to offer these names for consideration and election to the Vestry for a three-year term.

KEITH JOCHUM



Keith has been a member of St. Peter's since August 2022. Keith lives in Fairview Park with his wife Monica and their son Fletcher. Keith worked in business and marketing for several years before becoming a stay-at-home dad with Fletcher for five years. He currently works as a building substitute teacher at Gilles-Sweet Elementary. Keith is an avid bike rider and enjoys being outdoors.

NAT PENDLETON



Hello, my name is Nat Pendleton. I was baptized and confirmed in the Episcopal Church in Virginia and I have attended St. Peter's since 2015. I currently serve on the St. Peter's Foundation Board of Supervisors. My professional background is in banking, civil engineering and serving as an officer in the US Army. My current profession is consulting with businesses that purchase bank loans of companies and commercial real estate. My wife Liz and I have a son John (a junior in college) and a daughter Jessica (a sophomore in high school). Liz and John were confirmed at St. Peter's in 2019. My hobbies include attending cross country and track meets to watch my daughter run, enjoying outdoor activities (hiking backpacking, camping, bicycling and fishing), being a leader in a local Boy Scout Troop and watching sports. I look forward to the opportunity of joining the Vestry at St. Peter's and working with its members.

JESSICA REDEL

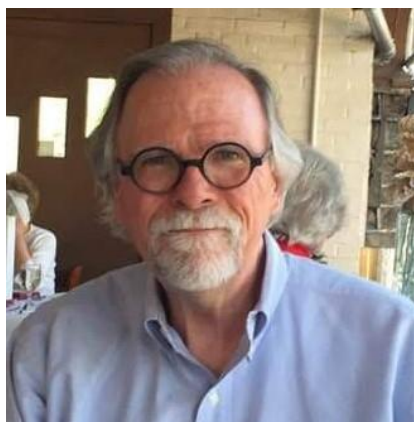


Jessica Redel joined St. Peter's in spring 2022 after moving to Lakewood from Tampa, FL. Jessica was born and raised just outside of New Haven, CT. She attended The University of Tampa, receiving her Bachelor of Science in Public Health, and Saint Louis University, receiving her Master of Healthcare Administration.

Jessica has worked for the Department of Veterans Affairs since 2013. She currently works at VA Northeast Ohio Healthcare System as the Health System Specialist to the Chief of Staff. She has been an active member of the Episcopal Church for many years, including serving on the Vestry at St. Mary's Episcopal Church in Tampa, FL for a three-year term from January 2016-December 2018.

Jessica lives in Lakewood with her husband, Jake, and dogs, Ali and Leo. She enjoys reading, catching up on Bravo shows, trying new restaurants, traveling, and is starting training for her second marathon in October 2024.

JOHN RICH



It is with humility and anticipation that I put my name forward to serve on the Vestry for the 2024 – 2027 term. If the congregation approves my candidacy, this will be my second time serving on the Vestry at St. Peter's, having done so previously from 2017 – 2020. For the last of those years, I was selected by the other members to be Junior Warden. This was an exciting time to be part of the leadership team. We were involved in many critical decisions related to the construction of the addition to our existing space, many of which involved ensuring that we were being good stewards of the generous pledges from our parishioners.

My wife, Marci, and I have been members of St. Peter's since we moved back to Ohio from Richmond, VA in 2013. Marci has been involved actively in several areas of the church life, including the

leadership of St. Cecilia's Guild for two years.

In January, I will be retiring from more than 50 years of professional life, the last 40 of which I held positions of various levels of management in the commercial insurance industry. I am the father of two sons, one in St. Louis with two of our grandchildren, the other in the Chicago area. My stepson, his wife and our two other grandchildren live in North Ridgeville, five minutes from our home in Avon.

Interim Rector's Report

Dear St. Peter's family,

It is a joy for me to reflect with you on the first three months of the extraordinary year past! And, it was a joy for me to serve as your Interim Priest from January 1st until March 31st after your shared ministry with Mother Sally Goodall and before we welcomed your new Rector, Father Michael Lager and Kim Lager on Palm/Passion Sunday.

Our first task was the Annual meeting on January 22nd. Your vestry and wardens were generous in their willingness to experiment with holding the meeting in the context of the Eucharist. It seemed to work quite well. With grace and favor we were able to accomplish the temporal work necessary for operating the church. All the while we reflected back on shared ministry in the previous year while anticipating a new and exciting shared ministry in 2023. We elected a vestry, passed an operating budget for 2023, heard a report from the St. Peter's Foundation, and heard an exciting report from the Search Committee. We even received a videotaped greeting from our new Rector! We then settled into the rhythm of the liturgical year with worship and our ministries of formation and outreach. A few highlights:

In addition to welcoming a new Rector we were also in the midst of welcoming a new Bishop. Bishop elect Anne B. Jolly arrived in our Diocese in early February. The vestry held their annual retreat--this year out at Bellwether Farm--on February 10/11 where they lovingly labored to envision the mission and ministry of St. Peter's post COVID-19. The youth of the parish participated in their 15th Homeless Sleepout on February 15th raising significant funds for women and men's shelters in Cuyahoga County. We held a full complement of Ash Wednesday services on February 23rd. We came back a little farther from pandemic times and re-instituted receiving wine at Communion either by intinction or by the common cup. We welcomed back Assistant to Rector for children, youth and families--Michelle Killin-Keith. We engaged a Lenten Discipline of a said Eucharist, a simple supper and scripture study on Tuesdays with the average attendance of 30 or more persons.

I have served as Interim priest in four parishes now and I was very impressed with the way the leadership of St. Peter's Lakewood oversaw and participated in the work of the church. That doesn't always happen and it is a sign of spiritual health and strength.

So, I want to conclude by saying again how grateful I am for Lay Leadership of the parish and the Parish Staff: Senior Warden Liz Crosby, Junior Warden Steve Bickerton, Clerk Joanne Hull, Treasurer Dan Lammers, Parish Administrator Leslie Hannan, Bookkeeper Eric Mazone, Sexton Tom Newman, Organist and Choirmaster Bryan Mitnaul. It was also my privilege to work with The Reverends Nancy Wittig and John Keller. St. Peter's Parish, Lakewood, has been, is, and will be well served by its leadership and for that we can say heartily, "Thanks be to God."

Finally, I want to thank everyone at St. Peter's for welcoming Yorki and me during our brief journey with you. We were blessed by the experience.

The Rev. Dr. Brian K. Wilbert
Interim Priest

Rector's Report

Dear St. Peter's Family,

I want to begin with a note of appreciation for your call to me to be your rector. It is a blessing to be welcomed to the Diocese of Ohio, and to find such a healthy parish because of the work of the Search Committee, the Vestry, the staff, and the Rev's John Keller, Nancy Wittig, Sally Goodall and Brian Wilbert who served in the interim season. I especially want to thank the Rev. Keith Owen for his leadership here for 17 years!

We began our journey together on Palm Sunday and a deliberate journey through Holy Week and the celebration of Easter. It was a very busy beginning, but an important statement that worship and the sacraments are the foundation of our life together as a faith community.

Likewise, we began a parish reading and study of the book, Freeing Jesus, by Dianna Butler Bass. In it she articulates the many ways we come to encounter Christ in our life as we grow, change and mature. To read this book is a great introduction to the way I understand our calling as followers of Christ as a parish.

Likewise, it serves as an introduction to our Adult Education study for the coming year, “The Story of Scripture.”

The first job of joining a parish is to enter the ongoing community and relationships that reside here. Kim and I have enjoyed all of our “Cottage Dinners” where we got to know each other in a more personal way. Lunches with the St. Cecelia Guild, Coffee Hour conversations and lunches shared are all important for our growth together. The highlight of our growing together was the Celebration of New Ministry that Bishop Jolly led as we consecrated what we are now living into—the life of ministry at St. Peter’s. This first year together has been filled with a great deal of joy but also sadness. It is the greatest of my joys to do baptisms. This year we welcomed Alexander Bower, Khorl Culmer, Amelia Martin, Adeline Morgan, Bjorn Norton, Claire Schaver and Remi Tanis to the Body of Christ. It was my honor to officiate at two weddings: Sam Swartz and Kat Dickey, and Timothy Lange and Rebecca Austin. We sadly returned several of our loved ones to the eternal love of God. From our parish we buried Mary Etta and John Bitter, Alberta Crawford, Blair Gunther, Cynthia Hall, Lowell Johnson, Rick Nash, John Schanz, Carl Tabar and Margo Tennant.

We are just beginning our journey together. I look forward to our first full year together as congregation and priest as we seek to follow the Way of Love that Christ gave to us.

With a Grateful Heart,

Father Mike Lager

Rector

Senior Warden’s Report

A YEAR OF NEW BEGINNINGS

“Now faith is confidence in what we hope for and assurance about what we do not see.” (Hebrews 11:1) Our parish year began with our second interim rector, Brian Wilbert. While our search for a new rector was taking shape, our congregation was still emerging from the many uncertainties that had plagued us for the past 3 years. Our hope, our faith was realized! The year unfolded in a giddy series of thanksgivings.

We saw the return of:

- The Homeless Sleepout
- Bible Studies
- Michelle Killen Keith

We celebrated New Beginnings:

- The arrival of Father Mike and Kim Lager on April 2, 2023
- Installation of a New Bishop, Ann Jolly on April 29, 2023
- Farewell to our parish finance secretary, Eric Mazzone and welcome to Janine Finucane
- New life in our halls, classrooms and worship

We hosted:

- 12 community meals
- 52 AA meetings
- Roughly 20 Dining with the Lagers events!
- The Bishop’s Listening Sessions
- Celebration of New Ministry of Reverend Michael Lager

We started 2023 by embracing change, by faith and with a commitment to the knowledge that, with God, all things are possible.

2024 is upon us. We have a new charge: to strengthen the foundation we have built, to share the love of Christ and to commit ourselves to serve God and our church. Peace.

Respectfully submitted,
Liz Crosby, Senior Warden

Treasurer's Report

God answered our prayers and blessed us with a new Priest, Father Mike, and a new youth minister, Michelle. Financially, we ended the year with an operating loss of \$(46,777) vs a budgeted deficit \$(33,000). The main difference was we only budgeted \$10,000 for a youth minister, not knowing we would be blessed with Michelle's return.

Looking ahead to 2024 we are facing a deficit of \$(62,065), however steps are being taken to reduce this amount. Even with two years of deficits we have a very healthy balance sheet.

Over my past 14 years as treasurer, I have seen many ups and downs, but through it all St. Peter's manages to come out on top. As always, it is my honor to serve this wonderful Parish.

Respectfully submitted,
Dan Lammers, Treasurer

Statement of Activities Profit & Loss Budget Performance as of December 2023 and 2024 Budget

	2023	2023	2024
	Actual	Annual Budget	Annual Budget
Ordinary Income/Expense			
Income			
40000 · OPERATING REVENUE			
41000 · Parishioner Regular Support	450,804	465,000	480,000
41050 · Parishioner Other Support	36,941	30,000	30,000
41100 · Prior Year Pledge Payments	4,515		
41400 · Special Occasions Plate/Gifts	5,008	8,000	5,000
41500 · Miscellaneous	5,056		
41625 · Child Care Occupancy Fee	21,600	21,600	27,000
41850 · Foundation Operating Support	7,500	7,500	7,500
41870 · Operating Outreach/Grants/Bequests	12,826	24,000	20,000
Total 40000 · OPERATING REVENUE	544,250	556,100	569,500
Total Income	544,250	556,100	569,500

Expense

50000 · PERSONNEL EXPENSE

50100 · Rector

5011 · Rector Health & Dental	24,634	21,000	25,800
5012 · Rector Pension	16,763	15,100	20,520
5013 · Supply Clergy Expenses	1,500	1,500	1,500
5101 · Rector Salary	90,719	94,796	108,000
5103 · Rector Professional Expense	2,130	4,000	4,000

Total 50100 · Rector	135,746	136,396	159,820
-----------------------------	----------------	----------------	----------------

50300 · Parish Administrator

5031 · Administrator Pension	3,929	4,286	3,900
5032 · Administrator Hospitalization	25,835	25,400	25,000
5033 · Administrator Other Expenses			
5034 · Administrator Prof Expense	60	500	50
5035 · Disability Insurance - Hannan	353	384	45
5105 · Administrator Salary	47,626	47,626	47,626

Total 50300 · Parish Administrator	77,803	78,195	76,621
---	---------------	---------------	---------------

50400 · Sexton

5041 · Sexton Pension	3,794	3,554	3,794
5042 · Sexton Hospitalization	12,025	12,000	12,700
5045 · Disability Insurance - Newman	315		
5108 · Sexton Salary	42,554	42,554	42,554
5403 · Sexton Mileage	1,200	1,200	1,200

Total 50400 · Sexton	59,888	59,308	60,248
-----------------------------	---------------	---------------	---------------

50500 · Parish Accountant

5107 · Parish Accountant Salary	24,000	24,000	24,000
---------------------------------	--------	--------	--------

Total 50500 · Parish Accountant	24,000	24,000	24,000
--	---------------	---------------	---------------

50600 · Music Director

5062 · Music Director Other Expenses	500		
5109 · Music Director Salary	24,000	24,000	24,000

Total 50600 · Music Director	24,500	24,000	24,000
-------------------------------------	---------------	---------------	---------------

50800 · Children & Youth Minister

5081 · Children/Youth Min-Benefits	1,797		2,476
5118 · Children/Youth Minister Salary	21,333	10,000	27,500

Total 50800 · Children & Youth Minister	23,130	10,000	29,976
--	---------------	---------------	---------------

50900 · Other Personnel Costs

5091 · Vacation Substitutes	1,422	1,000	500
5111 · Nursery Workers	255	500	500

Total 50900 · Other Personnel Costs	1,677	1,500	1,000
--	--------------	--------------	--------------

50950 · Statutory Benefits

5113 · Employer's FICA Taxes	12,657	11,000	10,000
5114 · Workers' Compensation Ins	864	1,000	1,000

Total 50950 · Statutory Benefits	13,521	12,000	11,000
---	---------------	---------------	---------------

Total 50000 · PERSONNEL EXPENSE	360,265	345,400	386,665
51100 · OUTREACH			
51110 · Outreach Grants from Operating	13,515	24,000	24,000
Total 51100 · OUTREACH	13,515	24,000	24,000
51200 · ANGLICAN FRIENDS & PARTNERS			
5501 · Diocese Assessment	78,000	78,000	75,000
Total 51200 · ANGLICAN FRIENDS & PARTNERS	78,000	78,000	75,000
52000 · ADMINISTRATION & STEWARDSHIP			
5201 · Postage	2,614	5,000	4,000
5204 · Printing/Office Supplies	7,157	3,000	6,600
5205 · Stewardship Materials	1,877	2,000	1,900
5206 · Miscellaneous Admin Expense	1,810	1,800	
5208 · Audit & Accounting Expense	902	3,100	6,000
5209 · Telephone & Computer Services	9,050	12,000	11,000
Total 52000 · ADMINISTRATION & STEWARDSHIP	23,410	30,200	29,500
54000 · MAINTENANCE & PROPERTY EXPENSE			
5404 · Maintenance & Repair	29,865	36,500	36,900
5411 · Utilities	39,009	38,500	39,000
5413 · Insurance Expense	13,579	13,000	14,000
Total 54000 · MAINTENANCE & PROPERTY EXPENSE	82,453	88,000	89,900
54500 · CHILDREN & YOUTH			
5316 · Sunday School (Rocks & Pebbles)	1,482	1,500	2,000
5317 · Other Children/Youth Expenses			
Total 54500 · CHILDREN & YOUTH	4,897	3,000	4,000
54600 · MUSIC & ARTS			
5302 · Music Expenses	1,204	1,500	1,500
5303 · Choral Scholars	21,360	15,000	17,000
Total 54600 · MUSIC & ARTS	22,564	16,500	18,500
54700 · OTHER PROGRAM EXPENSE			
5305 · Worship Expenses	2,814	1,000	2,000
5306 · Adult Spiritual Life			
5307 · Fellowship	1,911	2,000	2,000
5309 · Congregational Development			
5311 · Rector's Search Committee Exp	1,198	1,000	
Total 54700 · OTHER PROGRAM EXPENSE	5,923	4,000	4,000
Total Expense	591,027	589,100	631,565
Net Ordinary Income	-46,777	-33,000	-62,065

Other Income/Expense**Other Income**

Total 42000 · NON-OPERATING REVENUE	<u>47,498</u>
--	---------------

Total Other Income	<u>47,498</u>
---------------------------	---------------

45000 - Capital Campaign Revenue

42400- Capital Campaign Contributions	<u>68,500</u>
--	---------------

Total 45000- Capital Campaign Revenue	<u>68,500</u>
--	---------------

TOTAL Other Income	115,998
---------------------------	---------

Total 90000 · NON-OPERATING EXPENSE	20,435
--	--------

95000 · CAPITAL CAMPAIGN EXPENSE

5524 · Capital Campaign Expenses	<u>55,980</u>
---	---------------

Total 95000 · CAPITAL CAMPAIGN EXPENSE	<u>55,980</u>
---	---------------

Total Other Expense	<u>76,415</u>
----------------------------	---------------

Net Other Income	<u>39,583</u>
-------------------------	---------------

Net Income	<u><u>-7,194</u></u>
-------------------	----------------------

Statement of Financial Position as of December 31, 2023

<u>Dec 31, 23</u>

ASSETS**Current Assets****Checking/Savings**

11100 · CASH - FIRST FEDERAL Checking	57,368
--	--------

11350 · FIRST FEDERAL Capital Campaign	12,520
---	--------

11500 · Petty Cash	112
---------------------------	-----

11600 · FIDELITY-Church Investment Acct	370,784
--	---------

11700 · St. Peters PayPal	369
----------------------------------	-----

12000 · Dreyfus US Treasury Money Mrkt	<u>0</u>
---	----------

Total Checking/Savings	<u>441,153</u>
-------------------------------	----------------

Total Current Assets	441,153
-----------------------------	---------

Fixed Assets

15000 · Roof Replacement Project 2008	281,928
--	---------

15200 · Building Capital Campaign Impro	3,784,797
--	-----------

15250 · Building-Facade Work 2008	90,518
--	--------

15400 · Accumulated Depreciation	<u>-581,081</u>
---	-----------------

Total Fixed Assets	<u>3,576,162</u>
---------------------------	------------------

TOTAL ASSETS	<u><u>4,017,315</u></u>
---------------------	-------------------------

LIABILITIES & EQUITY**Liabilities****Current Liabilities****Other Current Liabilities****21000 · Restricted Accounts****22000 · In/Out Designated Funds**

25500 · Community Meal Fund 9,030

25600 · Epiphany Proj/Share The Blessin 1,775

22000 · In/Out Designated Funds - Other 1,645

Total 22000 · In/Out Designated Funds 12,450

23000 · Donor Restricted Accounts

24200 · Memorial Flowers 5,076

24500 · GARTH Reserves 1,400

25200 · Music Fund 23,671

Total 23000 · Donor Restricted Accounts 30,147

24000 · Church's Restricted Accounts

24700 · Mntc/Office/Columb Reserves 26,743

25100 · Fellowship Committee 145

25300 · Vestry Decision Fund 465

25400 · Outreach Decision Fund 13,378

26151 · 2023 Prepaid Pledge 0

26152 · 2024 Prepaid Pledges 67,453

26300 · St Peter's Youth Fund 21,701

26400 · St. Cecilia's Guild 790

26500 · Altar Guild Fund 2,160

26665 · Rector's Discretionary Fund 7,140

26666 · Funeral Reception Fund 681

Total 24000 · Church's Restricted Accounts 140,656

Total 21000 · Restricted Accounts 183,253

24110 · Health Insurance Payable -31

24120 · Pension Payable -1,923

Total Other Current Liabilities 181,299

Total Current Liabilities 181,299

Long Term Liabilities

29000 · Loan from Foundation 20,604

Total Long Term Liabilities 20,604

Total Liabilities 201,903

Equity

39000 · Net Assets 3,822,606

Net Income -7,194

Total Equity 3,815,412

TOTAL LIABILITIES & EQUITY 4,017,315

St. Peter's Foundation

St. Peter's Foundation was established in 1966 by parishioners to provide funding for special projects, programs and large or unexpected church expenses. It is effectively the endowment fund for St. Peter's and is intended to support St. Peter's mission in perpetuity.

The Foundation is managed by a Board of Supervisors, comprised of 10 members who meet 6 times per year. Each Supervisor is appointed by the St. Peter's Vestry and serves a five-year term. The 2023 Board Members are: Mary Coe, Brad Vandasik, Nat Pendleton, Mike Bickerton, John Opdycke, Susan Murnane, George Filko and Jan Mc Donough and Tucker Handley. Mike Bickerton serves as President, Mary Coe as Secretary and Dan Lammers as Treasurer. During 2023, the Vestry elected Mary Coe to another five-year term and appointed Sara Ferry to serve a five-year term replacing the retired Doug Hoffman.

In 2023, The Foundation provided the Church \$7,500 as a pledge and agreed to fund an additional \$8,400 for choral scholars in support of the choir. We also funded a one-time grant of \$19,278 in support of the Lager expenses to move to Lakewood and assume the Rectorship of St. Peter's. The loan to St. Peter's, a remnant to the building campaign, was repaid by \$9,400 during the year. The loan's continuing balance of \$20,604 is expected to be repaid over the next two years.

Foundation Balances

Total Asset Balance as of 12/31/2022	\$ 1,213,545
--------------------------------------	--------------

2023 Income:

Investment Return	\$ 143,031
-------------------	------------

Memorials/Bequests/Donations	\$ 9,496
------------------------------	----------

Columbarium Sales	\$ 475
-------------------	--------

2023 Expenses:

Parish Gift (Choral Scholars)	\$ (8,400)
-------------------------------	------------

Parish Support	\$ (7,500)
----------------	------------

Lager Moving	\$ (19,278)
--------------	-------------

Consulting Fees	\$ (4,000)
-----------------	------------

Total Asset Balance as of 12/31/2023	\$ 1,327,369
--------------------------------------	--------------

With investment income of \$143,031, the Foundation benefitted from a strong market rebound in 2023. The Foundation's primary support comes from through financial gifts from parishioners- such gifts allow the Foundation to continue to support the Church's ministry today, tomorrow and for years to come. Please consider a gift to the Foundation in your estate planning. If you have any questions regarding a planned gift, please contact Dan Lammers or any member of the Board of Supervisors.

Respectfully submitted,
Michael Bickerton, President

Children and Youth Ministry

Children, Youth, and Family Ministries Purpose Statement

The purpose of St. Peter's Christian Formation Program is to enable children of all ages to discover and know the biblical story of God and God's people within the context of the beliefs and practices of the Episcopal Church. One goal of this ministry is to help each participant find guidance and meaning in their own lives, both alone and in the community, and come to know themselves and others as children of God.

2023 saw the ROBUST return of this important ministry. Beginning in early spring, we called Michelle Killin-Keith to minister to the Children, Youth, and Families. We immediately began with Lent and the welcoming of Fr. Mike. Regular weekly classes began for K-12th grade and the nursery opened with regular caregivers and regular hours. The “soft space” continues with much fondness and friendship.

Our One-Room classroom has been growing and expanding. We meet in the chapel and provide K-5th graders a “small” church “kiddo” friendly church atmosphere. We process in with an acolyte and crucifer, we read the gospel together, pray, and begin a lesson. We are using primarily Spark by Augsburg Fortress. We don’t hesitate to try new things and teach in a creative way that may be messy and/or loud. These significant times with our kiddos are what they remember. It has been said that Children’s Ministry leaders must embrace each lesson as though we are on a trip to Disneyland every Sunday. This is not lost on me. I know our families have had a rough week, they are tired, they need to be fed spiritually and the very last thing our parents want to do is beg a child to attend church. My goal is that our kiddos wake up Sunday morning and immediately remember it’s Sunday and rush to get here for the fun learning and love they receive.

Middle and high school students began using LinC lessons. This is Living in Christ and is no longer published but we have prior copies. We next purchased and began using echo The Story, utilizing a form of ancient prayer and reflection. We finished up the year watching God’s Not Dead and beginning the 4-week study.

We hired Annika Mintzlaff and have a parent volunteer with her weekly. Parents with babies and young toddlers are welcome to enjoy weekly worship without worrying about their little ones. We originally started with a short concise lesson and story but soon found out this wasn’t in the cards as everything including the room and toys were all so new to the littlest ones. We plan to try these lessons again in the spring.

This ministry has hosted several events including the following:

- Bike ride to view The Matthew 25 Collection of sculptures located in and around downtown Cleveland
- Middle School Pilgrimage overnight at Trinity Cathedral
- Stations of the Cross and Fish Fry at St. Barnabas
- Easter Egg Hunt
- Disney Pride Concert
- Episcopal Youth Event in Washington DC
- Safe Church Safe Communities trainings
- Mission Trip to WV through Appalachian Service Project
- Vacation Bible School with LCC across the street
- Evening Compline and Pool Party
- Oktober Fest at St. Paul’s
- Participation in St. Francis Day
- Fall Festival
- NEOEA Day overnight to Cincinnati to tour the Underground Railroad Museum and their Cathedral
- JDRF Walk
- Guest readers
- Bazaar and Flower Sale fundraisers
- Joseph and the Amazing Technicolor Dream Coat Musical at the Beck Center for Arts
- Christmas Caroling to shut-ins
- Drop-In Christmas Eve Pageant
- The Color Purple Musical in Theatres

This ministry takes approximately 8-10 volunteers generously giving their time and talents each week to produce this vital part of parish life. Without our volunteers, we would not be able to provide this. To all of you, I am forever grateful.

Respectfully submitted,
Michelle Killin-Keith

Music Ministry

The past year has truly been an eventful one in the St. Peter's Music Ministry!

The most important event was the arrival of our new Rector, Father Mike Lager. I truly enjoy working with him and look forward to collaborating with Father Mike for many years to come!

Our choir has continued to grow with the addition of 3 new choir members in the past year, Tessa Rosenberer, Sarah Sesek, and Van Parker. The St. Peter's Choir continues to grow even though the current national trend is that post-COVID traditional church choirs are rapidly shrinking. However, it continues to be a challenge to recruit volunteers as well as paid choir members. Our choir consistently provides excellent music every Sunday from September to May and also provides special music during the summer and on Feast Days throughout the year. I was recently contacted by the Oberlin Conservatory of Music to begin a Choral Scholars collaboration between the Oberlin Conservatory and St. Peter's. The St. Peter's Foundation has approved funding for this collaboration for the 2024 calendar year and auditions have begun. Also, we are always looking for volunteer singers for the St. Peter's Choir. No audition is required, so if you are considering joining the choir, please let me know. We would love to have you! An important blessing that our choir provides to the St. Peter's congregation is the singing of the Psalm to Anglican Chant every Sunday. Anglican Chant is an important part of our musical heritage and we are fortunate to have a choir that not only can continue this tradition; but does it quite well. Most Episcopal churches have abandoned the practice of singing the Psalm to Anglican Chant due to its complexity.

Two areas of concern were listed in my Annual Report for 2022. Those areas were the sound system that is used for the live feed of our Sunday services and the St Peter's Holtkamp organ. The Vestry has taken these concerns quite seriously and during 2023 extensively researched both issues. The sound system issues are currently being addressed and improvements are anticipated during 2024 which will enhance both the quality of the sound as well as the video portions of our live feed.

As I stated in my 2022 Annual Report, the St. Peter's Holtkamp organ was installed in 1959 and is long overdue for a major rebuild. Many new issues related to leather failure have arisen during 2023, Organs generally need to be releathered and rebuilt every 30-40 years and our instrument is now 65 years old. The organ has been well cared for over the years, but due to its age, certain components are simply starting to wear out. This is especially true concerning the leather that is used extensively throughout the instrument. When the leather fails, at the minimum, certain notes will no longer play or in the case of leather failure in the air reservoirs, large sections or the entire instrument can go silent. Early in 2023, I made a presentation to the Vestry that detailed how organs work and described the parlous condition of our instrument. I contacted several organ builders that I trusted and asked for their opinions regarding the condition of our organ and what their recommendations would be regarding their findings. In May of 2023, a contract was signed with the Schantz Organ Company to releather and rebuild our Holtkamp organ. The Schantz Organ Company is well known for the rebuilding of organs such as ours and recently rebuilt the organs at Severance Hall, Cleveland, and the Metropolitan Opera House, New York City. In addition, they have overseen the maintenance of our instrument for over a decade. The work on our organ is expected to commence after Christmas, 2024 and should take approximately 4 months. During this time the organ will be entirely removed and transported to the Schantz Organ Company shop in Orville, OH. During the rebuilding process, arrangements have been made to rent an organ for use in our worship services.

Once the contract with the Schantz Organ Company was signed, the Vestry formed a committee, headed by Mike Bickerton to manage the communication and fundraising aspects of an Organ Capital Campaign. In late 2023, Father Mike, Mike Bickerton and I provided the congregation with two information sessions about the condition of the organ and the plans for addressing the significant challenges. The fundraising campaign will begin in January 2024. I wish to thank the St Peter's Vestry for how engaged and supportive they have been throughout this entire process.

I am looking forward to an exciting 2024 as Organist and Choirmaster at St. Peter's, Lakewood.

Respectfully submitted,
Bryan T. Mitnaul
Organist and Choirmaster

Parish Life

Many different ministries at St. Peter's fall under Parish Life. They include everything from intergenerational events to bringing the congregation together for fellowship and fun including coffee hour, picnics, and breakfasts.

One of the first steps in the life of a new member at St. Peter's is "Explore and Connect" which includes a luncheon to introduce newcomers to the clergy, staff and lay leaders of the parish. Newcomers are offered the opportunity to be introduced to the congregation with a short liturgy during the 8 am or 10 am service. Many members of the Vestry and staff came to greet the newcomers' lunch. We held one Explore and Connects this year and welcomed a number of new people to our congregation. A huge thanks to Lorna Jordan for assisting with this wonderful ministry.

We have continued with a virtual Sunday Coffee Hour on the second Sunday of the month hosted by Kathy Woolner via ZOOM. This will continue throughout 2024. And we hosted in person, Coffee Hour on the plaza and in the Narthex, hosted by Amanda Chambers after the 10:00 service. We are truly thankful to Kathy and Amanda for spearheading the coffee hour services

Ministry to the church shut-ins during 2023 was a vital link for these important parishioners. They receive the Forward Day by Day booklets four times a year along with cards throughout year. They are also visited by the Clergy.

In addition to these ministries, we held the parish picnic at Lakewood Park. We had lots of participation and it was wonderful to combine the service on the lake with the fellowship of the potluck picnic. St. Peter's is looking forward to the 2024 picnic and continuing with its tradition.

Report on 2023 Convention of the Diocese of Ohio November 10 and 11, 2023

The 207th Convention of the Episcopal Diocese of Ohio was held in-person on November 10 and 11, 2023. This was the first convention for Bishop Anne B. Jolly. The attendees for St. Peter's Church were Fr. Lager, Dan Gourash, Leslie Price, and Dennis Driscoll. The St. Peter's Church attendees sat at the same table as the Church of the Ascension, Lakewood. Overall, the agenda for the convention was pretty routine and there were no groundbreaking issues.

The initial session of the election involved the election of many positions for the Diocese of Ohio. The elected persons are as follows:

Diocesan Trustee -	Todd Rosenberg, St. Paul's, Akron
Standing Committee -	Clergy Rev. Seth Wymer, Grace, Sandusky
	Lay Kristen Busa, St. Paul's, Cleveland Hghts.
Diocesan Council -	Clergy Rev. Leah Romanelli DeJesus, St. Luke's, Cleveland

	Lay	Rev. David Radzik, St. Thomas, Berea Amelinda Norton, St. Peter's Lakewood Antoinette Ponzo, Trinity Cathedral, Cleveland
Episcopal Community Services Development Council		
	Clergy	Rev. Maureen Major, St. James, Boardman
	Lay	Charlene Hettinger, Epiphany, Euclid Carol Loveless, Grace, Mansfield Liz Schaefer, Redeemer, Lorain
Regional Disciplinary Board		
	Clergy	Rev. Rachel Kessler, Harcourt Parish, Gambler
	Lay	Clare Long, St. Barnabas, Bay Village
Provincial Synod Representative		
	Clergy	Rev. Jon Coventry, Trinity, Alliance and St. Stephen's, E.Liverpool
	Lay	Lysa Kenney, St. Barnabas, Bay Village Danielle Shaffer, St. Timothy's, Masillon

The 2024 Budget was presented and approved by the convention.

No changes or amendments to the Constitution and Cannons were presented to the convention.

The Committee on Resolutions submitted three Resolutions to be voted on by the convention. The proposal and results are as follows:

*R-1: A Resolution on Clergy Compensation: **Passed***

*R-2: A Resolution to reaffirm, embrace, and teach the theology of the Chicago-Lambeth Quadrilateral: **Passed***

*R-3: A Resolution to affirm Migration with Dignity, a set of immigration policies that assure equal and respectful treatment of all people: **Passed***

Bishop Jolly gave her presentation, emphasizing the Listening Sessions that she had held, including at St. Peter's Church. She identified 6 priorities from her Listening Sessions. The priorities she identified are: addressing systemic racism, administration, congregational development, connecting all congregations, innovation, and ministering to young families. She also identified various obstacles to achieve the 6 priorities. The obstacles included: worship and lack of vitality; inertia, nostalgia, and inflexibility; parish culture; leadership; finances; evangelism and internal and external perception; discrimination and lack of diversity; challenges to participation; communication challenges; competing priorities and personal restrictions; and fear. This led to discussions of the priorities and obstacles at each table. One priority that received attention and support at our table was how to grow congregations. One way to grow congregations was to join with nearby congregations, and, in our case, the Church of the Ascension. Ascension and St. Peter's should collaborate and work together to grow our congregations and plan events that include both parishes

A major event that the Diocese will be sponsoring is the "College of Congregational Development" to be held in August at Bellwether Farms. The upcoming winter convocation on Feb. 2-3 will provide an introduction on the College of Congregational Development, and parishes were encouraged to send a team to attend the upcoming winter convocation.

Respectfully submitted,
Dennis Driscoll, Delegate

St. Cecilia's Guild

St. Cecilia Guild held regular meetings in 2023. The Guild usually meets on the third Wednesday of the month. After a winter break, Guild members heard a fascinating travel log from parishioner Jeff Tennant about his trip to the Mt Everest base camp. In March, Guild Members gathered for tea at Emerald Necklace Inn. In May, Guild members travelled to Bellwether Farm for lunch and a tour. After a summer break, St. Peter's Rector Mike Lager conducted a multi-media presentation providing insight into the church in Arkansas. In October, Diocese of Ohio Archivist Rev. Brian Wilbert gave a presentation on the early history of the Diocese of Ohio. The Guild had its traditional spring luncheon at the Cleveland Yacht Club sponsored by Naomi Opdycke and the Christmas luncheon at the Clifton Club sponsored by Joanne Calkins.

Respectfully submitted,
Lorna Jordan

Outreach and Servant Ministries

Outreach Partners of the Month & Outreach Decision Fund

St. Peter's Outreach is picking up speed!! Our Vestry continued to partner with the congregation's generous donations to provide \$1500 to each of twelve community organizations. The organizations reflect our ongoing history with The Community Meal, the Child Care Center, and Episcopal Relief and Development to name a few. They also reflect our desire in supporting the interests of our own parishioners. In 2023, we gave to such organizations as Rock It Out (Parkinson's Disease) and Multiple Sclerosis in addition to others. In 2024, we will happily add Juvenile Diabetes to our partner list. Thank you for so generously giving to these organizations!!

We celebrated our relationship with St. Luke's Episcopal Church in December by providing gifts to 15 men and 15 women. But wait!! Your generosity took those numbers to 25 men and 27 women!!! Rev. Leah and our team were equally blown away!! Again, thank you for all your love.

Our committee has new ideas to explore in 2024 to further support our community. We can't wait to share those with you!! Please know you are welcome to join our small but mighty committee!

Respectfully submitted,
Martha Taylor

Community Meal

In 2023, we continued the pandemic protocol of take-out service only. This involved:

- 3-4 bakers who provided (often pre-wrapped) baked goods
- 4-8 cooks who gathered in the Undercroft to prepare, package, and chill individual servings of the entrée and sides as well as package the non-perishable parts of the meal
- 4-6 distributors who gather at 5 PM to combine the chilled foods with the non-perishables and then hand out the meals with a smile at the parking lot entrance from 5:30-6:00. In December, we once again had generous parishioners donate hats and gloves as gifts with each meal.

We distributed 765 meals for an average of 64 dinners per meal. In September, we had a high of 72 meals. Although we have heard that some Lakewood Community Meal providers are once again offering in-house dining, we recognize that bringing our meals back to in-person will require a lengthy planning and recruitment process, as many of the 30-40 reliable volunteers we had are no longer participating and the

Undercroft is now partitioned. However, have recently added four new cooks, a couple of new bakers, and two new distributors to our volunteer crew!

We are grateful that Community Meal was designated the Outreach Partner of the Month in October. We are also grateful for Leslie Hannon and Tom Newman's taking over the procurement responsibilities for another year.

Beginning balance:	\$4128.79
Offerings:	\$4548.00
Expenses (food and supplies):	\$2818.06
Ending balance:	\$5858.73

Respectfully submitted,
Lesley Demagall and Jan Babbitt

Funeral Reception Ministry

The Funeral Reception Ministry was formed in 2023 at the request of Rev. Mike Lager. This ministry has a team of dedicated volunteers who provide an atmosphere of welcome to St. Peter's and a place to grieve and remember a family member who has died. We provide drinks as the family gathers before the funeral or memorial service. And after the service, we provide a reception with sandwiches, other savory items, and sweet treats, coffee, tea and lemonade so family and friends can gather. In 2023, we held three full receptions and one mini reception. Currently there are 10 -12 people who serve on the team. We are always looking for more people who have flexible schedules to join this wonderful ministry.

Respectfully submitted,
Lorna Jordan

Flower Delivery Volunteers

Every Sunday of the year, with the exception of Palm Sunday, Easter and Christmas, members of St. Peter's parish each receive one of the lovely floral arrangements that adorned our altar that day. Faithful, devoted volunteers of the Flower Delivery Team deliver these flowers to parish members. We believe that this timely connection between those who are worshipping in church on Sundays and those who are unable to attend services, is indeed an important part of the pastoral ministry at St. Peter's.

This past year, we have enjoyed a number of weeks with altar flowers which parishioners have delivered to various shut-ins, infirmed, or those celebrating milestones. We are hoping to rejuvenate this ministry and get folks on-board to join this wonderful ministry.

Everyone receiving the altar flowers has been touched to be remembered, either for their birthday or anniversary, for their illness, or just to be remembered by the caring people of St. Peters. Without these volunteers, we could not fulfill our mission and complete this ministry. Thanks to all the members, past and present for a job well done.

Individuals or couples may serve on the Flower Delivery Team. We are in need of more volunteers. Anyone interested in joining us in this rewarding ministry to our own church family is welcome. Please call the office for more information.

Eucharistic Visitor Ministry

Eucharistic Visitors are licensed by the Bishop, upon the recommendation and approval of the Rector, to take the sacrament to the ill and infirm after celebrations on Sundays or major feast days. This ministry supports the work of the priests and deacons of the church. After a long hiatus, the Eucharistic Visitor Ministry is up and running. We thank those individuals who have volunteered to be Eucharist Visitors and look forward to training others. If you are interested in this ministry, please contact the rector.

Buildings & Grounds

During 2023, all the exterior windows were cleaned by a local professional cleaning company. They did a wonderful job at a very reasonable rate.

Spring and Autumn clean up days went well, we had very good participation. A great deal was accomplished, thank you to everyone who participated. The hanging plants on the Detroit Ave. curving ramp were placed and did well. This past year we replaced the summer plants with mums in autumn. The garth is in good shape. The palmetto that was kept in the fellowship narthex in previous years has found a new home.

The two semi-annual roof inspection and maintenance visits for spring/summer and autumn/winter were done, a few slates were replaced.

The HVAC system, specifically the boiler, got a rebuild that has remedied persistent repetitive problems. The boiler has been working properly so far this winter season.

Some parking lot lighting problems have not yet been addressed. We will be looking into that as part of larger exterior improvements in the coming year.

There has been greater interest in building and grounds related projects, and more participation by Vestry members and other interested parishioners. There are several projects under way that are primarily under the aegis of “worship”, but inherently involve the building to some extent.

All the contract services have been carried out without significant problems except a glitch with the fire suppression sprinkler system inspection that was remedied fairly quickly. The roof, as mentioned above, is inspected twice a year, there are two preventive maintenance visits by our HVAC company, the kitchen fire suppression system is inspected and maintenance performed twice a year. The other fire systems (including regular fire extinguishers) are inspected and maintenance performed once a year. The sprinkler system is now being maintained and inspected by the same company that does other fire prevention / suppression (Silco). The fire and safety alarm system is also inspected / tested twice a year. The windows are washed once a year presently.

All parishioners with an interest and time may help with any aspect of the building maintenance and improvement, and are gratefully welcome. Participation in Building and Grounds is welcome and appreciated. This can involve labor, but doesn't necessarily need to. Ideas, experience, and contacts are also needed.

Administration & Finance Ministry

The Administration and Finance Ministry responsibilities include:

- To provide ongoing detailed support to the Vestry in its financial management oversight of the church and its operations.
- To provide policy and procedural support to ensure that all of the administrative and financial related processes of St. Peter's have been thoughtfully developed for adequate internal controls, efficiency and effectiveness.

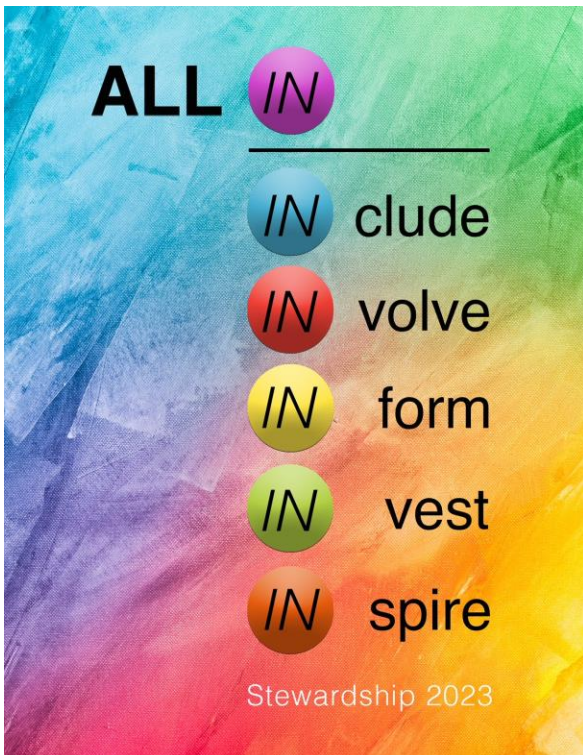
- To provide annual administrative and technical support in the matters of risk management, including property and casualty insurance and directors' and officers' insurance, as well as employee benefit oversight, including hospitalization and other related issues for applicable lay staff.
- To provide annual administrative and technical support in the matter relating to the development of an annual budget.
- To provide administrative and technical support in the matters of ensuring personnel and human resource management have been legally and properly handled
- To assist the Rector, as well as office and accounting staff, on matters that support the parish and its operations.
- To provide fiscal and administrative continuity during periods of Rector and Vestry officer transition, to ensure continued fiscal integrity, adequate management and sound decision-making.

The office continues to function and in addition to the office's normal work load such as preparing the Sunday leaflets, entering donations, writing checks, balancing the books, preparing monthly statements, answering the phones and emails, the office oversaw the purchase and installation of a new copier.

The office has continued to maintain its status in providing support to the clergy and other staff as well as the Vestry and St. Peter's parishioners. We look forward to continuing our role through this transition.

The Generosity Team (Stewardship Committee)

ALL IN!



The members of the Generosity Team for 2023 were: Jan McDonough, Jeff Tennant, Anne Marie Foti, Pat Wielinski, Mark Lekan, Victoria DehMalo, and new members Tucker Handley and Naomi Opdycke.

Our campaign theme that we agreed to use was “ALL IN!” with five supporting sub- themes. Many thanks to Anne Marie for creating the graphics and materials for the campaign throughout the year. We aimed to use these themes through the year with different activities. We created a newcomer's display for the church highlighting our newest members. We encouraged involvement by inviting our congregation to join in activities such as the Lakewood Arts Festival as well as our evening hosting area congregations as we got to know Bishop Jolly and her staff.

During September and October, Jeff coordinated with five of our parishioners to reflect on each of the sub-themes, and these were shared by mail as well as being read each Sunday.

The fall stewardship drive concluded with another successful In-Gathering Brunch. Many of us were able to stay and enjoy dining together. Many thanks to “Team Leslie” and the members of the Vestry and the Generosity Team who

provided the food. Thanks also to Tom, Michelle, Fr. Mike, and all the volunteers who assisted with set-up and clean -up.

Our pledge goal for 2024 was \$500,000, and I am thrilled to report that as of now we have pledges received totaling \$485,628. I sincerely thank each individual, couple, and household who have pledged their financial support to the ministries and financial needs of St. Peter's for 2024.

Pledges received to date:	\$485, 628.00
Number of pledges received:	123
Number of pledges increased from 2023:	46
Number of pledges same as 2023:	38
Number of pledges decreased from 2023:	14
Number of pledges not renewed:	7
Number of new pledges:	13

In closing, I found a passage in “Forward Day By Day” that I found fitting.

*When all people give freely of their talents and their resources,
the result is a healthy community.*

Submitted in Gratitude on behalf of the Generosity Team,
Jan McDonough, Chair

Chancel Guild

The Chancel Guild of St. Peter’s Episcopal Church is a group 20 or so parishioners working in 3 teams preparing the sanctuary for worship services of all kinds. We clean the sanctuary, oratory, and chapel, polish silver and brass, wash and press linens, hangings and vestments, count wafers and measure wine for the Eucharist, fill candles with oil, place flowers, healing oil, service leaflets, collection plates out for 2 services each Sunday and a weekday service well as all holy holidays, funerals, baptisms and weddings and clean it up and store it for the next service.

2023 started with a change of our interim rector to Rev Brian Wilbert. While his tenure was short Rev. Brian breathed new life and inspiration in the guild keeping a weekday service on Thursdays.

Fr. Mike Lager joined us at what seemed like the oddest choice of times to me-the craziness of Palm Sunday and Holy Week. In hindsight his arrival was rather inspired as we embarked on a new adventure with our new rector with a fresh take on Holy Week and Easter.

Our guild served 11 funeral, and started to do weddings again with 2 of them. We served 7 baptisms including one at our annual service in the park. We also had our new rector installed by our new bishop in November. It may seem like the chancel guild has quite a lot to do each week but this guild is most capable as it works as a big team together. We all check in with each other to help as needed. I am forever grateful for the natural kindness this guild breeds.

We welcomed two new members to the guild in 2023, Colin McConnell and Nancy Wittig. Our ranks are always open to those that wish to serve the church in a very hands-on way. There is always a need for more hands and hearts. I would like to give a special shout out to Madison Rudesill for her joyful assistance to our guild on team 3. So many of our guild members families (my own sons included!) help out as they can enriching the whole experience.

On behalf of the guild, I thank Tom Newman, Leslie Hannan, Eric Mazzone, and Janine Finucane for their assistance and guidance with our duties. Many thanks to Rev Brian Wilbert for his encouragement during a challenging transition. We are also grateful for the new leadership we have found in Fr Mike Lager as we maintain our traditions and welcome new opportunities.

As 2024 begins I look forward to another great year of guiding the finest group of devoted volunteers in the Chancel Guild. I pray for deeper understanding of our commitments and community, positive support and communication throughout the parish and sincere appreciation of all our gifts and service.

Respectfully submitted,
Catherine Step, Directress

Acolyte Service, Lectors and Eucharistic Ministers

A huge and grateful ‘thank you’ to all who serve in this very visible ministry. You are a valued part of Sunday worship and this congregation. Perhaps this year, more than any other, your services have been utilized more than anyone can realize. We thank each and every one of our acolytes, lectors, crucifers, chalicers, and eucharistic ministers. We have resumed our regular schedule and are in need of new folks to serve as acolytes and chalicers, especially at the 8:00 service. If you are willing to serve, please contact the office.

Ushers

The ushers are an integral part of each St. Peter’s service. Ushers pass out service leaflets, assist with seating when needed, take up the collection, and direct traffic to communion. Usually there are two people scheduled to serve the 8:00 a.m. service, and four members are scheduled for the 10:00 a.m. service. Folks serve on a rotating basis.

We are in great need of ushers, especially at the 8:00 service. We look forward to the time when we have ushers at every door, greeting every parishioner coming into the building, handing them a service leaflet, and saying, “good morning, welcome to St. Peter’s!”

We would like to thank everyone who has participated as an usher in the past year. Your help has been greatly appreciated. For those who would like to help, once we resume services, call the office. The duties are simple, easily mastered, and **very important!**

Communication

The Communication Ministry’s goals are to maintain open sharing of information, keep the parish informed of Vestry decisions and directions, support connectedness and community within the parish, and create an inviting presence to those outside the parish.

We continue to strive to meet these goals. The Fisherman’s *NET*, the monthly newsletter, resumed full production, in color! And the *What’s Happening*, the weekly bulletin, continues to be very visible. The *What’s Happening* ran weekly via Mailchimp, an electronic format and has become the most recognizable source of printed information. St. Peter’s plans to continue to use Mailchimp for the foreseeable future. If your email changes, please notify the office.

The parish website, www.stpeterslakewood.org, is also available for viewing the weekly *What’s Happening* and the monthly Fisherman’s *NET* as well as the weekly readings and the Sunday service leaflet. The website also has additional information about St. Peter’s, its ministries, and how to get involved with the church.

St. Peter’s has a Facebook site; join us and become a friend of St. Peter’s!

The Communication Ministry is constantly striving to keep parishioners informed. It is especially crucial to keep all lines of communication open. If you have questions or concerns, please contact the office or a member of the Vestry. Also, if you have a change of address, phone number, or email, please let the office know as soon as possible.

ST. PETER'S CHILD CARE CENTER INC
Lakewood, Ohio
ANNUAL REPORT 2023

St. Peter's Child Care Center is a non-profit child care center that was established in 1983, after operating for decades as a part-time nursery. The Center was separately incorporated from St. Peter's Episcopal Church on January 1, 2009 as St. Peter's Child Care Center Inc, but it remains the church's oldest and largest outreach ministry.

UNIVERSAL PREKINDERGARTEN (UPK): We completed our second year with our UPK contract for August 2021-July 2024 after applying for UPK Next contract in the beginning of 2021. This Contract provides us services and funds to support our 3-5-year-old population, their families, and our staff that educate and care for these children. We have continued as members of the National Network of Partnership Schools (NNPS) which supports all levels of education in creating action plans for family involvement and community connection. We have formed an action team consisting of administration, staff, board members, community leaders, cohorts, and parents to assist with annual events, create new ones, connect with the community, share resources and be mindfully father-friendly.

FIVE STAR RATING: For the 17th year the Center's STAR rating was renewed through Step Up to Quality, Ohio's voluntary quality rating system. The 5-Star system was created to enrich and promote quality in early childhood programs and create cohesion to elementary education. Participating programs earn a one to five-star rating by meeting an extensive list of practices and standards that exceed licensing requirements and earn extra points in a variety of categories including Family and Community partnerships. Maintaining this level of quality requires a significant amount of work by staff and the administration, requiring higher education and continued staff training, lower staff: child ratios, and a developmentally appropriate curriculum. Programs are only eligible for a Star Rating if they have not had any serious risk licensing non-compliances within the past 12 months. If this program were to have a serious risk non-compliance, our rating would be either suspended or removed based on the non-compliance. Our School Age Child Care (SACC) Program at Horace Mann Elementary has maintained a FIVE STAR rating through Step Up to Quality for the past 12 years.

OPERATIONS: Courtney Nerad, celebrated her 21st year at the Center in December. She continues to serve as the Executive Director for the Center and Schoolage Program. Brittaney Berkheimer has continued in the role of Summer Camp Coordinator and Schoolage Administrator. As of year-end, all of our Center classrooms will remain full through 2025. Our Summer Camp Program was full for the summer of 2023 and our SACC Program is also currently full for the remainder of the 2023-2024 school year.

We were able to gather for many of our annual events including the Mother's Day Tea, Dogs with Dad, the End of Summer Family Picnic, the Thanksgiving Feast, and the Winter Potluck. Our classrooms remained full for the entire year and our core staff have remained the same. We had 2 staff celebrate their 1-year anniversary with us, and 3 staff celebrate their 2-year anniversary, while others celebrated their 3-, 4-, 5-, 9-, 21- and 22-year anniversaries! We even welcomed back 1 staff this year! An atmosphere of trust, comfort and stability is created when staff remains constant and quality additions are made, which helps us to retain our families and market to new ones.

We renewed our designation as an Ohio Healthy Program. Through this designation, we focus on creating healthy habits, menus, policies and family engagement to address childhood obesity. Each year we add a new policy to our Parent Handbook. For 2023, we focused on Building Children up with Words and encouraged staff and families to model healthy behaviors and healthy body image by not focusing on weight or looks.

In an effort to remain competitive and current in the childcare market Courtney attends monthly Early Childhood Professional (ECP) meetings where the Lakewood Directors are invited to meet for collaboration and comparison. We often discuss trends within our Centers and where spaces may be available for new enrollment of children.

FINANCES: The Center reported a small profit this year because of the UPK grant. These funds helped to aid in balancing some of the costs associated with the PPE we needed throughout the year, our UPK staff salaries and health insurance premiums for our UPK staff. These funds are also used to cover the costs for our Family Engagement events, enhancement activities, training, and professional development for UPK staff, and most of the new equipment in our classrooms.

The Center continues to participate in the Child and Adult Care Food Program (CACFP) which is a Federal Government Program that reimburses a percentage of food and related expenses monthly while meeting specific criteria. This program is facilitated by Courtney Nerad as the certified administrator of the program and with support from Brittaney Berkheimer, the School age administrator.

Benefits currently offered to our staff include health care, vision and dental insurance, enrollment in AFLAC supplemental insurance, paid professional development, childcare discounts and the T.E.A.C.H tuition reimbursement program. We were able to give qualified hourly staff a 2-4% raise this year based upon their performance. The Center carries separate liability insurance, our own audit, the payment of unemployment taxes, a separate paper copier, cleaning services and separate internet and phone networks. We continue to maintain a strong foundation and look forward to continuing our mission to provide quality care for children within the surrounding communities.

The financial management continues to be done by the Executive Director, with oversight provided by the Board of Directors.

GOVERNANCE: Dave Opdyke is the President of the St. Peter's Child Care Board of Directors, with Eric Dorenkott, CPA as treasurer. The other Board members included Nan Archbold, Jill Rumford, Michelle Killin-Keith, Kelly Dillon, and Joan French. We are always looking for new individuals to share their skills, connections, resources and expertise as new members for our Board or even as community members to join our Action Team at the Center.

OUTREACH: In keeping with the service ministry that is a part of St. Peter's culture, the Center remains involved in several collaborations and continues to serve a diverse population which adds to the education of our students and new relationships for our families. Approximately 10% of the enrollment is low-income children whose tuition fees are subsidized through the State of Ohio, Department of Job and Family Services, the UPK tuition scholarship, or a Community Development Block Grant through the Lakewood Division of Early Childhood. As well, the Center participates in service projects as outreach to the community, which includes support of Providence House, St. Jude's Children Hospital, and the Ronald McDonald House of Cleveland. This past year staff participated in Fox 8 Fox Trot which benefited the Breast Cancer Research Foundation. The Center adopts other projects to donate yearly as they come about for our community or Center specific interests.

Please contact us for more information:

V (216) 226-2840 C (216) 403-6690

spcc18001@att.net

www.stpeterschildcarecenterinc.com

18001 Detroit Ave, Lakewood, OH 44107

Respectfully submitted.

Courtney Nerad, Executive Director

By-Laws
Adopted by way of Annual Meeting
January 28, 2001
Amended January 29, 2006
Amended January 22, 2012

CODE OF REGULATIONS

St. Peter's Episcopal Church Lakewood, Ohio

The Parish of St. Peter's Church is a not-for-profit corporation formed under the laws of the State of Ohio on January 22, 1921 pursuant to charter number 95287.

Preamble: This Code of Regulations is adopted pursuant to the authority granted by Chapter 1702 of the Ohio Revised Code. These Regulations shall govern the corporate and temporal affairs of St. Peter's Episcopal Church, subject to the laws of the State of Ohio, to the Constitution & Canons of the Protestant Episcopal Church in the United States of America (the "Episcopal Church") and to those of the Episcopal Diocese of Ohio (the "Diocese").

ARTICLE I

Members

Section 1. Ordinary Members. All persons who have been baptized, whether in the Episcopal Church or in another Christian church, and whose Baptisms have been duly recorded in the Episcopal Church, and who regard St. Peter's Episcopal Church (the "parish") as their regular place of worship, shall be Ordinary Members of the parish.

Section 2. Voting Members. Every person not less than 16 years of age who has been an Ordinary Member of the parish for at least six months preceding the day when the person may wish to vote, and who shall have been, for the period aforesaid, a communicant in good standing in the Episcopal Church and enrolled as such in the records of the parish, shall be a Voting Member thereof, with the right to vote in the election of Vestry members and upon all other matters having to do with the affairs of the parish. A communicant in good standing means an Ordinary Member of the parish not less than sixteen years of age who has received Holy Communion in the parish at least three (3) times in the preceding year, and who for the preceding year has been faithful in corporate worship, unless for good cause prevented, and has been faithful in working, praying and giving for the spread of the Kingdom of God.

The Rector shall maintain a current list of communicants in good standing as determined by the Rector's best judgment according to the Canons of the Episcopal Church. The presiding officer of any meeting shall be the judge of the qualifications of any person to vote who shall offer to do so, subject, however, to appeal and final determination by a simple majority of the Voting Members present at such meeting.

Section 3. Annual Meetings. There shall be an annual meeting of the Voting Members of the parish at which all Ordinary Members shall be welcome but shall have no vote. Unless otherwise provided by resolution of the Vestry, the Annual Meeting shall be held on the third Sunday of

January each and every year. The business to be transacted at the annual meeting of Voting Members shall include the election of Vestry members, consideration and action upon reports of the Rector, Officers, Vestry members and committees, and any other business within the power of the parish as a not-for-profit corporation of the State of Ohio.

The Rector shall be the presiding officer of the annual meeting. In the absence of the Rector, the order of priority of the presiding officers shall be (1) the Senior Warden, (2) the Junior Warden, and (3) the Clerk of the Vestry. If none of the above are present, the Voting Members in attendance may elect as presiding officer, by majority vote, any Voting Member present.

Section 4. Special Meetings. At any time during the interval between annual meetings, special meetings of the Voting Members, at which all Ordinary Members shall also be welcome, may be called by (1) the Rector, (2) by not less than one-third of the Vestry members, or (3) upon the written request of not less than fifty Voting Members filed with the Rector, or in the Rector's absence, with the Senior Warden. The presiding officer of the meeting shall be determined in the manner set forth in Section 3 above.

Section 5. Notice and Place of Meetings. All meetings of members, both annual and special, shall be held at the parish at the time specified in the notice. Notice of all meetings shall be given (1) by announcement at services in the parish on at least two Sundays immediately preceding the date of the meeting, (2) by publication in the weekly bulletin of the parish, if there be such a bulletin, in not less than two issues immediately preceding the meeting, and (3) by regular U.S. mail to all Ordinary and Voting members of the parish not less than thirty days prior to the meeting. Such notice shall indicate whether the meeting is an annual meeting or a special meeting, and if a special meeting, the business to be transacted. No business other than that specified in the notice shall be transacted at special meetings. The notice shall also contain the procedure for the nomination of candidates for Vestry member, by Voting Members of the parish, as set forth in Section 3 of Article II of these Regulations.

Article II

The Vestry

Section 1. Eligibility. Every Voting Member of the parish, as defined in Section 2 of Article I of these Regulations, who has made and maintained a pledge during the preceding year, shall be eligible to serve as a Vestry member.

Section 2. Number and Term of Office. The Vestry of the parish shall consist of the Rector and twelve lay members chosen from among the Voting Members eligible to serve. (For purposes of implementation, the Vestry in 2013 shall consist of no more than 14 members, and in 2014 of no more than 13 members, and thereafter of 12). Of the twelve lay members, four shall be elected each year and shall serve three-year terms. A lay member shall take office as Vestry member immediately upon election.

No lay member shall be eligible for re-nomination and re-election to the Vestry for a period of one year after the member's term has expired, provided, however, that service on the Vestry in filling a vacancy shall not be considered a disqualification for immediate re-election.

One additional Vestry seat shall be held by a voting member who, at the time of election, is between the ages of 16 and 18. One person shall be elected each year to hold this seat for a term of one year, and may stand for re-election. An individual may occupy this seat for no more than three consecutive terms.

Section 3. Nomination. Voting Members shall be nominated to serve as Vestry members in the following manner:

No less than ninety days in advance of each annual meeting, a Nominating Committee consisting of six Voting Members shall be appointed in accordance with the following formula: three members shall be selected by the Rector from the congregation at large, and three shall be selected by the Vestry from the retiring Vestry members. The Nominating Committee shall nominate at least as many Voting Members to serve as there shall be vacancies in the Vestry to be filled. The Nominating Committee shall submit to the Vestry the names of those persons so nominated not less than forty-five days prior to the annual meeting, and the Vestry shall immediately make known to the congregation by publication in the parish bulletin, or by such other means as the Vestry may select, the names of those so nominated.

Any group of five or more Voting Members may nominate a candidate or candidates for the office of Vestry member by submitting such nomination or nominations over their signatures to the Clerk of the Vestry no later than two weeks prior to the annual meeting. The Vestry shall immediately make known to the congregation by publication in the parish bulletin, or by such other means as the Vestry may select, the names of any such additional nominees.

No person shall be nominated for Vestry member unless the person has agreed to serve if elected.

Section 4. Election. Vestry members shall be elected at the annual meeting by the Voting Members present and voting thereat. Voting by proxy shall not be permitted. Those receiving the highest number of votes for the vacancies to be filled shall be deemed elected. In the event of a tie vote that prevents the proper number of Vestry members from being elected, a coin shall be tossed in the presence of the tellers to determine the person elected.

Section 5. Vacancies. If by reason of death, resignation, or any other cause a vacancy shall occur in the Vestry, the remaining Vestry members may, by a majority vote of those present at a duly constituted meeting, elect an eligible person to fill such vacancy for the unexpired term thereof. In the discretion of the Vestry, any such vacancy may also be filled by nomination and election by the Voting Members at any annual meeting in the manner provided in Section 3 above.

Section 6. Duties and Powers. The Vestry shall take charge of the property of the parish and its business interests except those reserved to the Rector. It shall also be the duty of the Vestry to provide the clergy with compensation consistent with the provisions of the Canon "Of Minimum Clergy Compensation," to pay all lawful assessments of the parish, to keep order in the Church during Divine Service, and in general, to assist in the furtherance of the Gospel and the well-being of the parish.

Section 7. Meetings. Regular meetings of the Vestry shall be held on the third Monday of each month, or at such time as the Vestry may provide. Special meetings may be held at any time or place as called by the Rector, by the Senior Warden in consultation with the Vestry Officers, or by not less than one-third of the number of Vestry members.

Notice of the time and place of all regular and special meetings shall be given to each Vestry member in person, by telephone, or by electronic mail, at least forty-eight hours in advance of such meeting, or by regular U.S. mail posted not less than three days preceding the date of such meeting. No business shall be transacted at special meetings except that specified in the notice.

Section 8. Quorum and Presiding Officer. A majority of Vestry members shall constitute a quorum for the transaction of business at any meeting of the Vestry. Officers who are not members of the Vestry shall not be counted for purposes of determining a quorum.

Except as otherwise provided in this Code of Regulations, the act of the majority present at a meeting at which a quorum is present is an act of the Vestry. The Rector, or such other Vestry member as the Rector shall designate, shall preside at all meetings of the Vestry.

Article III

Officers of the Vestry

Section 1. Titles of Officers. The Officers of the parish shall be the Rector, a Senior Warden, a Junior Warden, a Clerk of the Vestry, a Treasurer and such other officers as the Vestry may from time to time designate.

Section 2. Election. The Senior Warden, Junior Warden, Clerk of the Vestry, and Treasurer shall be elected annually by a majority vote at the first meeting of the Vestry held after the annual meeting. The Wardens shall be elected by the Vestry from among their own number. The Clerk of the Vestry and the Treasurer must be Voting Members of the parish, eligible to serve on the Vestry, and may, but need not, be members of the Vestry. Any vacancy in any office shall be filled for the unexpired term thereof by a majority vote of the Vestry.

Section 3. The Rector. For all purposes of these Regulations, the Rector shall be deemed a Voting Member of the Parish. The Rector of the parish shall be the president and chief executive officer of the parish and shall perform such duties and have such powers as may be prescribed by the Constitution & Canons of the Episcopal Church and of the Diocese. The Rector shall be elected by majority vote of the entire Vestry and shall continue to serve until death or resignation or until the pastoral relationship is severed by mutual consent of the Rector and Vestry and approved by the Bishop or Ecclesiastical authority of the Diocese.

Section 4. The Church Wardens. The Senior Warden shall serve as lay consultant and advisor to the Rector and shall perform such other duties as may be assigned to the Senior Warden by the Vestry. The Senior Warden shall be the senior lay officer of the parish.

The Junior Warden shall share leadership with the Senior Warden and shall perform such other duties as may be assigned to the Junior Warden by the Vestry.

Section 5. The Clerk of the Vestry. The Clerk of the Vestry shall record the minutes of all meetings of the Vestry and of all annual and special meetings of the Voting Members in a suitable minute book, which shall be maintained in the parish office. The Clerk of the Vestry shall be charged with the responsibility of keeping current at least two copies of the Code of Regulations which shall be open to inspection in the parish office at reasonable business hours by an Ordinary Member or Voting Member of the parish. In addition, the Clerk of the Vestry shall perform such other duties as may be assigned to the Clerk by the Vestry.

Section 6. The Treasurer. The Treasurer shall keep the financial records of the parish and shall have general custody of all parish funds, securities and other investments. All monies received by the parish shall be delivered to the Treasurer, and all expenses and other payments shall be made by the Treasurer, or under the Treasurer's direction. The Treasurer shall make a report as to the general financial condition of the parish at the annual meeting of the Voting Members and such other reports from time to time as the Vestry may request.

Section 7. Assistant Treasurer. The Vestry may at any time or from time to time elect one or more Assistant Treasurers who shall do and perform such duties of the Treasurer as the Treasurer may assign to them.

Section 8. Other Officers. Such other officers as may be designated by the Vestry from time to time shall have and perform such powers and duties as may be assigned to them by the Vestry.

Article IV

Committees; Diocesan Delegates

Section 1. Designation by Vestry. The Vestry may designate regular and special committees for such purposes as may be indicated in the resolution or resolutions providing therefore. Committee appointments shall be made jointly by the Rector and Senior Warden, with the advice and counsel of the Vestry and its Officers.

Section 2. Election of Lay Delegates. No less than ninety days prior to each annual meeting of the Convention of the Diocese of Ohio, the lay delegates from the parish to the Convention shall be elected by the Vestry.

Article V

Fiscal Matters

Section 1. Fiscal Year. The fiscal year of the parish shall be the calendar year.

Section 2. Signature to Commercial Paper. All checks and drafts shall be made, drawn, and endorsed in the name of the parish in such manner as the Vestry may from time to time authorize.

Section 3. Limitation on Expenditures. Any expenditure in excess of \$1,000.00 not specifically provided for in the current annual budget of the parish must be approved in advance by the Vestry. All other expenditures shall be made in accordance with the Policies and Procedures Manual of the parish.

Section 4. Audit. The financial books and records of the parish shall be audited annually in the manner designated by the Diocese. Such audit shall be presented to the Vestry no later than the last regularly-scheduled Vestry meeting prior to the deadline for submission of the audit to the Diocese. The audit shall be filed with the records of the parish.

Section 5. Fidelity Bond. The Treasurer and such other officers, employees or other persons handling parish funds, whether salaried or non-salaried, as the Vestry may direct from time to time, shall be bonded for the faithful performance of their duties at the expense of the parish, in such amounts and by such surety companies as the Vestry may determine.

Section 6. Business Methods. Business methods utilized by the parish shall conform with the Constitution & Canons of the Episcopal Church and those of the Diocese.

Section 7. Special Circumstances. Adoption of a resolution authorizing (1) an annual budget projecting a year end deficit, (2) the purchase, sale or encumbrance of real property, (3) the expenditure or forgiveness of a debt in excess of ten thousand dollars (\$10,000.00), or (4) or a contract in excess of three years in duration must be read at two different Vestry meetings scheduled a minimum of fourteen days apart. After the first meeting and at least ten days prior to the second meeting, copies of the proposed resolution shall be conspicuously posted in the parish or summarized in a general mailing to the parish. No such resolution shall be passed without the concurrence of two-thirds of the members of the Vestry.

Article VI

Amendment to Code of Regulations

These regulations may be amended by a majority of the Voting Members of the parish in attendance at a special meeting called for that purpose or at an annual meeting. Notice that an amendment shall be considered at an annual or special meeting shall be included in the written notice of that particular meeting which is to be sent by regular U.S. mail to all Ordinary and Voting members of the parish not less than thirty days prior to the meeting (in accordance with Article I, Section 5 of these Regulations). The notice shall include a brief description of the nature of the amendment and shall further state that copies of the amendment shall be made available at the parish.

Adopted January 28, 2001
Amended January 29, 2006
Amended January 22, 2012

