

**SAINT LUKE'S EPISCOPAL CHURCH
ALEXANDRIA, VA**

ANNUAL REPORT 2021

**SAINT LUKE'S EPISCOPAL CHURCH
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ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

ST. LUKE'S EPISCOPAL CHURCH, WELLINGTON, ALEXANDRIA, VIRGINIA

AGENDA

- Call to Order: Richard McFarland, Sr. Warden
- Prayer for Saint Luke's: Rev. Nicholas Hull, Priest-in-Charge
Almighty God, send Thy Blessing upon St. Luke's Church, and all of us who worship Thee within its walls. With Thy help may we ever strive to strengthen and enlarge this congregation by our prayers, our friendliness, and our unceasing labor. So shall Thy Kingdom come and Thy will be done on earth as it is in Heaven, through Jesus Christ our Lord. Amen.
- Quorum (Susan Bentley)
- Motion to approve minutes of February 2021 Annual Meeting
- Nominating Committee Report (Richard McFarland)
- Nominations: Mary Frances Daly, Wendy Joachim, John Smaha, Caroline Tringali, each for a three-year term
- Call for nominations from the floor: Richard McFarland
- Motion to close nominations
- Motion to cast a single vote for the entire slate
- Vote
- Congratulations to the new Vestry members
- Thanks to the Nominating Committee and retiring Vestry: Reisa Kall, Christine Kelly, John Little, Tim Staples
- Warden's Report (Richard McFarland)
- Treasurer's Report (Alan Hope)
- Message from the Priest-in-Charge, Rev. Nick Hull
- Gift Recipients for the interest from the Rev. Lynda Hergenrather Fund and the Living Memorial Funds
- Questions
- Motion to Adjourn

ST. LUKE'S MISSION

Saint Luke's is a warm and nurturing church where all are welcome, known, included and loved and where relationships grow. We worship God together, take care of each other and combine our talents, time and treasures to do God's work in our church and community.

Eligible to serve on the vestry: Only Lay persons, who are confirmed adult communicants in good standing of the church, as defined in General Convention Canon I.17, shall be eligible for election as Vestry members of such Church. (Canon XI, Section 4, Diocese of Virginia)

Eligible to vote at election of vestry members: All adult communicants in good standing, registered in the particular Church in which they offer to vote, shall be entitled to vote at the election of Vestry members. The voting shall be by ballot in person and, unless otherwise provided by the meeting, a majority of the votes cast shall be necessary to a choice. There shall be no voting by proxy. But no election shall be valid unless the participating qualified voters number at least ten percent of the number of active communicants qualified to vote reported for the previous year. (Canon XI, Section 5, Diocese of Virginia)

VESTRY

	2021	2022	2023
Reisa Kall*	Scott Cameron		Matt Harding
Christine Kelly*	Lee Gilmore		Paul Johnson
John Little*	Reynold Schweickhardt		Richard McFarland
Tim Staples*	Carlo Uchello		Amy Moorman

(*Term expires upon the election of replacements.)

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TRUSTEES

Drewry Hutcheson, Jr.

Robert McPeck

Suzanne Reynolds

DELEGATE TO THE 228TH ANNUAL CONVENTION OF THE DIOCESE

Rob Lamb

DELEGATE TO POTOMAC REGION

George Omohundro

NEW COMMUNICANTS: (15); BAPTISMS (10); TRANSFER (5)

By Baptism: Henry Miller, Theodore Miller, Nora Miller, Lena Miller, Beau Jakuri, Harper Jakuri, William Ruiz, Thomas McGlone, Elizabeth Evans, Annabelle Evans

By transfer: Rob, Melissa, Luke, Ben and Savannah Bluey

CHURCH SERVICES IN 2021

	Sundays	Weekdays	Private	Total
Holy Eucharist	116 (49)	4 (7)	7 (0)	127 (56)
Daily Office		166 (121)		166 (153)
Other Services (marriages, burials, etc.)				7 (4)

(2020 figures are in parentheses)

ATTENDANCE FOR SELECTED SUNDAYS IN 2021

First Sunday in Advent	161 (83)
First Sunday in Lent	81 (149)
Pentecost Sunday	134 (92)
Easter Sunday	207 (360)

(2020 figures are in parentheses)

2021 MEETING MINUTES

ANNUAL MEETING OF ST. LUKE'S, FEBRUARY 7, 2021

The Rev'd Nick A. Hull, the priest-in-charge, called the meeting (via Zoom) to order with prayer at 11:21 a.m. A quorum was present.

George Omohundro moved to approve the minutes of the Annual Meeting held in February 2020, the motion was seconded and passed unanimously via a show of hands and an online poll.

George Omohundro, Sr. Warden, presented the following parishioners for election to the vestry (three year term): Matt Harding, Paul Johnson, Richard McFarland, and Amy Moorman. George called for other nominations and none were presented. George moved to close the nominations, the motion was seconded and passed. George moved to cast a single vote to elect the entire slate, the motion was seconded and passed unanimously. The slate of nominees was elected unanimously with 100% of the vote. The committee and retiring vestry members (Charles Kinney, Cathy Lewis, George Omohundro, and Amanda Wallingford) were thanked for their service.

Paul Johnson, Chair of the Discernment Committee, read the following resolution:

Whereas, the Rev. Sarah Brockenbrough, Transition Minister of the Episcopal Diocese of Virginia, provided her wisdom, guidance and leadership as she faithfully supported the St. Luke's Discernment Committee; and

Whereas, the Rev. Dr. Mary Thorpe, Canon to the Ordinary of the Episcopal Diocese of Virginia, provided overall guidance and support to the Saint Luke's parish during this transition; therefore be it

Resolved, that at this 2021 Annual Meeting of St. Luke's Episcopal Church, Wellington, the parish joins the St. Luke's Discernment Committee, Vestry and Clergy in extending its gratefulness, thanks and best wishes to Revs. Brockenbrough and Thorpe and the other members of the staff of the Episcopal Diocese of Virginia for their invaluable support as Saint Luke's completed the discerning process and has successfully called The Rev. Nick Hull to be our new Priest-in-Charge.

-Submitted by Paul Johnson, Chair of the St. Luke's Discernment Committee,
on behalf of the Committee, the Vestry and Parish of St. Luke's.

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Alan Hope seconded the resolution, and all approve.

Tom Hargrove moves: to send greetings to The Rev. Neal Goldsborough, the Rev. Tuck Bowerfind, the Rev. Veronika Travis, the Rev. Lynda Hergenrather, the Rev. Grace Pratt, the Rev. Ketlen Solak, the Rev. Joanie Peacock, Mrs. Margaret Morgan, the Rev. Roger Tilden, and the Rev. Mike Moore. Chris McFarlane seconded and all approve.

WARDEN'S REPORT: George Omohundro, Sr. Warden, invites everyone to read his report and the full Annual Report. He thanked the nominating committee for their work, and the Vestry for their work in hiring 4 new clergy (re-hiring Veronika Travis, and hiring Chip Russell, Rick Miles, and Nick Hull). George notes that we hope to re-gather in person this year. In addition, George notes the progress on the parish hall renovation and lighting projects, and thanks the vestry for their work, with special thanks to Christine Kelly for her work as Jr. Warden and the chair of Administration, Buildings and Grounds Committee. He recognizes the efforts of Lee Gilmore on Stewardship, and Treasurer Alan Hope for his work, which has been more than usual. George also thanks Susan Bentley, Parish Administrator, for her work.

TREASURER'S REPORT: Alan Hope, Treasurer, thanks George, Christine Kelly, Susan Bentley, and Nick Hull, and presents highlights from the Treasurer's Report. He especially thanks everyone for staying faithful with their pledges this year.

PRIEST-IN-CHARGE'S REPORT: The Rev. Nick Hull has been here less than 3 weeks, so he introduces himself and provides details on his operating style. He notes that he has been busy these first weeks with funerals and boiler issues. In smaller congregations, he needed to "show up and be excited," but St. Luke's is a system – and there is more that he doesn't know than he knows. He observes that the Building for Ministry project to renovate the parish hall and provide outdoor lighting is remarkable, as we had interim clergy and a pandemic! He is looking forward to getting to know parishioners. Nick also reports that the interest from the Rev. Lynda Hergenrather Fund (in the amount of \$138) will be donated to the Community Outreach Fund; and the interest from the Living Memorial Fund (in the amount of \$880) will be donated to the Instrument Maintenance Fund.

George Omohundro moved to adjourn the meeting. The motion was seconded by Tim Staples and passed. The meeting adjourned at noon.

MESSAGE FROM THE REV. NICK HULL

Dear St. Luke's,

This is not a year where I have to scrounge to find something to put in my annual report! I have been here for just over a year and we have already been through more than a Church goes through in five years. I do not want to drone on for too long about each issue, so I thought I would give you a "St. Luke's Digest" of this past year.

The Boiler

- History: The boiler has not been operating properly for years. Normally, it's not terribly disruptive, but we could not get it to work consistently, despite calling in every expert.
- The Good: We've made significant progress! After many meetings with our contractors and the gas company, the boiler is working well enough that you can expect to have the heat on Sunday mornings, and students at the Day School will not be cold!
- The Bad: When it is very cold the boiler still shuts off. Though someone may have fixed this as I am writing, I remain doubtful. We have made serious progress in our HVAC exorcism, though some demons remain in the boiler room.

The Parish Hall

- History: Well before I arrived a capital campaign raised funds to renovate the parish hall and provide exterior lighting.
- The Good: The Church mobilized to make the parish hall renovation happen! There were some snags along the way, and through the work of an extremely dedicated team, we were able to get the bulk of this project done. If you have not seen the new space, please go up and look because it is amazing! The exterior lighting project is scheduled to be completed this year.
- The Bad: Due to supply chain problems and instability, the remainder of the AV equipment will not arrive for some time.

Staffing Changes

- History: For as long as most can remember, St. Luke's has always been a two-clergy parish and has never had a sexton. For two years, St. Luke's has not been able to afford two clergy, based on our operating budget; however, the PPP loans enabled us to keep Rev. Chip Russell on for most of last year. The care of the building is often a disruptive factor and a sexton would make operating the Church more efficient.

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- The Good: Rev. Chip Russell was called to serve as Priest-in-Charge at St. Paul's in Norfolk without any lapse in employment. After a successful pledge campaign, we will be able to hire a halftime sexton and have begun to get a job description ready. Victoria Elie was hired for ten hours a week to take over communications responsibilities and she is an amazing addition to our team. The best news is that our organist, Kate Weber-Petrova, gave birth to her daughter Sofia on January 10th. Virginia Sircy has been covering for Kate while she is on maternity leave.
- The Bad: We still need to figure out how to be a one clergy parish. I still have not encountered a "normal" year, let alone a "normal" month at St. Luke's, and I have a hunch that when we are able to meet without masks on, we'll have to take a step back and do some soul searching. This can be quite healthy, but it will be odd to do after I've been here for well over a year.

Worship:

- History: A year ago, we were worshipping in the parking lot at 8:00 a.m., online only at 10:00 a.m., and we had to write a massive worship plan if we were going to consider worshipping together indoors.
- The Good: Days after Amy Moorman finally got our bible-sized worship plan approved, the Diocese scaled back COVID guidelines and we could begin worshipping in person, making our plan unnecessary. Sorry, Amy. From the beginning, we decided to take a simple and consistent approach. We have been able to continue with indoor worship with relatively few changes to the liturgy and policy. I am thankful that we have a worship community that goes the extra mile to make worship a priority without being reckless. So many things have come to life during this time, especially our online presence and our emphasis on outdoor worship in the summer and during COVID surges.
- The Bad: We are in a very uncertain time. Most other Episcopal Churches in our area have stopped in-person worship. Our efforts have been noble, worship is meaningful and genuine, but we have a way to go before we can pass the common cup.

There is much that we will go through in the immediate future, most of which is well out of our control. COVID and our response to this crisis will continue to play a large role in our lives this coming year. If we move forward together and provide as many avenues into our community as possible, we will thrive regardless of what we will face. One day we will realize that things are normal again, and then we will start all over again, to figure out how to be Christ's Church in calmer times.

Blessings,
Nick

THE WARDENS' MESSAGE

There were three key topics that shaped the parish life of St. Luke's during 2021. However, before we revisit the year, we'd like to recognize the superb leadership of the immediate past Senior Warden, George Omohundro. Under George's leadership in 2020, we were well-positioned for success in 2021. We send a heartfelt thank you to George.

So, what were the key topics that shaped our church in 2021? The January arrival of Nick Hull as our new Priest-in-Charge. Execution and completion of the Parish Hall renovation project. And of course, the ongoing response to COVID with our various successes at "re-gathering."

Nick began his ministry with us on Sunday, January 24th. You will recall this was back in the very dark days of the pandemic when we were permitted to have no more than ten persons in the Nave simultaneously. That first Sunday consisted of a live outdoor 8:00 a.m. service, simulcast over FM transmitter, followed by a 10:00 a.m. service from the Nave broadcast live over Facebook and YouTube. Immediately following the conclusion of the services, the congregation turned out for a drive-through parade of cars around the parking lot to meet, greet and welcome Nick, Leandra, and Bandy. Nick has since come to know some of our demons (e.g. boiler challenges) and become part of our "rhythm." He has made a strong and very positive impact in bringing ministry back. We are well-positioned with Nick as we navigate through other than normal times.

In February we held our first-ever virtual annual parish meeting. This was enabled by our assistant priest Chip Russell who set up the Zoom system to provide access and count communicants in good standing votes. A new Vestry class was elected consisting of Matt Harding, Amy Moorman, Paul Johnson, and Richard McFarland. Subsequently, the Vestry met via Zoom electing Richard McFarland as Senior Warden and Christine Kelly as Junior Warden.

It quickly became clear that there was significant work to be done in order to move forward with the first of our ambitious Building for Ministry projects, parish hall renovation. The parish hall project was nearing the execution phase with the pending signing of the construction contract and a mid-June start of the work date. The path

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forward for project execution was the main topic for the March virtual Vestry retreat. Don Hazen presented an overview of the schedule, work to be performed, and the associated costs. Treasurer Alan Hope presented a financial plan that proposed leveraging our steeple tower cell phone income to acquire a construction loan. The Vestry agreed that we would proceed with the plans as presented, and at a congregational meeting on April 18, the plan to encumber the church for construction was unanimously approved. From March through late May we worked diligently to complete a myriad of actions culminating in loan approval. This included submitting a comprehensive loan request package to our bank; appointing Bob McPeck as a Trustee, joining Drew Hutcheson and Suzanne Reynolds; and obtaining Diocese, congregation, and Fairfax County Circuit Court approval to encumber church property for the loan. Upon notification of loan approval by the bank, the Vestry approved proceeding with construction and appointed Don Hazen as project manager. The loan was closed in late July and construction began immediately thereafter. Don, with assistance from others including Tom Stallman, Chris Weaver, John Young, and Dawn McMillin, oversaw construction, installation of a state-of-the-art audio/visual system, and purchase of furnishings. Construction was substantially complete by mid-November. We recognize Alan Hope, with assistance from Susan Bentley, for working through the loan application and approval process and our Trustees, especially Drew Hutcheson who prepared and submitted all required petitions to the Fairfax County Circuit Court. Throughout the construction phase, Alan Hope played a critical role in managing cash flow and maintaining dialogue with the bank to ensure we met our payment obligations with our construction contractor. While parish hall construction was ongoing, Christine Kelly formed a committee to begin detailed planning of the parking lot lighting project, the second component of Building for Ministry. Look for this project to get underway in 2022.

Re-gathering, and our response to COVID, required that we be both inclusive and mindful of safety requirements. Under Nick's leadership, we gradually morphed from services with only ten persons permitted in the Nave, through a highly structured pre-registration attendance protocol, to a come-as-you-like masked and socially distanced protocol of in-person attendance or live streamed stay-in-your PJs at home. Amy Moorman was instrumental in developing and submitting our re-gathering plans for Diocese approval while Chip Russell utilized his information technology expertise to acquire the audio/video components required for outdoor and live streaming services. Over the summer church began to return to near normal. General church-life blossomed with the Craft Fair,

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thank you, Sue Webber and Chris McFarlane, our annual Parish Retreat to Shrine Mont, thank you, Lisa and Richard Maple, and return of the Pumpkin Patch, thank you, Melissa Brunton. Additional signs of our Parish health were evidenced by the return of the choir led by Kate Weber-Petrova, a re-start of youth programs led by Chris McFarlane and Alan Hope, and a return to fellowship with outdoor coffee hour organized by Suzanne Reynolds. Another significant sign of our health was the robust response from the congregation to our call for pledges in the annual every member canvass to fund the 2022 operating budget. Paul Johnson and the revitalized finance committee undertook a comprehensive review to determine our financial needs and Lee Gilmore, with members of a strong stewardship committee, generated a pledge response nearing the pre-pandemic level. Thank you to all who made the commitment to financially support Saint Luke's. We are financially sound but at this juncture, having said farewell to Chip Russell, we remain a one clergy parish. It is noted that a Payroll Protection Plan grant gave us the financial flexibility to retain Chip through August.

Throughout all of the above, St. Luke's parishioners kept up their individual and collective ministries to the larger community. For example, Jo MacMichael organized our response to VIC HOP with dinner deliveries during February and March, and Anne Hargrove created the highly successful and entertaining Valentine's COVID video fundraiser. These ministry examples just scratch the surface but demonstrate that truly amazing things continue to go on within and around us.

We move forward with a wonderful priest ready and able to lead us well into the future, a renovated parish hall with the capability to support multiple ministries, and with an understanding that we have the ability to safely respond to the health challenges of COVID. Thank you and God bless.

Richard McFarland, Senior Warden

Christine Kelly, Junior Warden

CONGREGATIONAL TRENDING DATA

Sundays, Cumulative Attendance

	2017	2018	2019	2020	2021
January	769	546	543	625	412
February	1386	1179	966	1301	764
March	2046	1895	1647	1867	850
Easter	309	335	345	360	207
April	3045	2757	2419	2462	1607
May	3571	3233	2923	3182	2106
June	4205	3765	3597	3696	2619
July	4781	4338	4010	4202	3089
August	5217	4734	4575	4982	3668
September	5738	5587	5292	5220	4002
October	6355	6214	5853	5627	4567
November	7022	6837	6594	5948	5137
December	8185	8073	7788	6332	5857
Average Sunday Attendance (ASA)	154	155	150	122	113

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Current Levels of Annual Giving:

Giving Level	Household Gifts in Range				
	2018 actual	2019 actual	2020 actual	2021 actual	2022 pledge
\$15,000 or above	1	2	3	3	6
\$10,000-14,999	7	6	9	7	9
\$6,000-9,999	10	14	9	16	10
\$3,000-5,999	33	31	26	17	21
\$2,000-2,999	26	22	23	16	10
\$1,500-1,999	9	12	9	8	10
\$1,000-1,499	25	18	16	17	10
\$500-999	17	13	14	20	9
Less than \$500	35	33	25	26	6
No Recorded Gift*	23	13	30	39	-
Total Number of Giving Households	163	151	134	131	91
Total Dollars given for operating expenses (does not include plate)	\$448,205	\$451,398	\$427,964	\$440,494	\$430,511
Median Pledge (the one in the middle)	\$2,114	\$2,500	\$2,500	\$2,500	\$2,600
Amount of Loose Plate Income	\$5,591	\$10,246	\$2,042	\$2,591	-
Annual Operating Budget (actual expenses)	\$503,321	\$533,560	\$490,805	\$507,368	\$527,146
Capital Campaign					
FOSL Restricted Income (BfM in 2019 and '20)	\$3,000	\$117,384	\$166,620	\$222,421	
FOSL Capital Campaign Pledges (BfM in 2019 +)	\$1,347,198	\$525,000	\$568,735	\$573,735	
Planned Giving Campaign					
# Endowment Gifts Received/\$ Total	6/\$4,133	7/\$10,129	3/\$3,555	10/\$15,154	
Endowment Value (as of Dec 31)	\$282,539	\$329,770	\$351,938	\$425,709	

* Identified as Head of Household, Communicant, AND no gifts or pledges.

ST. LUKE'S YEAR-IN-REVIEW

In 2021, we welcomed a new priest-in-charge, transmitted outdoor worship via FM signal to parishioners in their cars, gathered in the Grove on Sunday mornings, and returned to in-person worship in the Nave! Meanwhile, we continue to broadcast our Sunday services online, hold congregational meetings on Zoom, and attend countless meetings on our electronic devices. Where do we go from here?

We plan to build on what's working! Our outdoor Children's Chapel and our worship services in the Grove attracted new parishioners and families. Our mask mandate indoors makes our worship space just a little bit more welcoming to children too young for a vaccine and others who need to be wary of unmasked gatherings.



Our outreach to new families continues through the St. Luke's Day School, which has regrouped and reorganized classes several times in response to Covid regulations. Father Nick holds Children's Chapel twice weekly in the Grove, weather permitting, or

the new parish hall, and is getting to know both the kids and their parents! We appreciate the Day School staff who are doing an excellent job!



Meanwhile, during Lent we had morning, noon, and evening prayer on-line daily, and we've continued to have Bible Study online on Tuesdays. All are invited to join! Ongoing studies, like Education for Ministry and Sacred Ground, continue to meet online as well.

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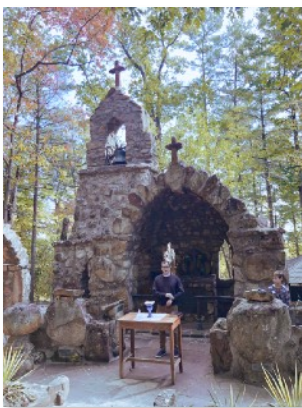
Despite the many pandemic-related restrictions, St. Lukers continued to care about those in our local community. 2021 began with a Valentine Video – from St. Lukers and a few community leaders – to St. Lukers and our friends. From incredible cooking lessons to an explanation of hurley, the video warmed hearts and donations were raised to support Rising Hope, Alice’s Kids, and Neighborhood Health.



And while our local hypothermia shelter did not utilize volunteer overnight chaperones, St. Lukers cooked and donated meals weekly in February and March. Later in the year, a toiletry drive for homeless youth collected several van loads of contributions!



In September, St. Luke’s held its 27th annual Craft Fair in the parking lot, and proceeds will go were distributed to local community service organizations. And, as you read this, a truckload of pumpkins is on its way! The return of St. Luke’s Pumpkin Patch also supported community outreach, youth programs and other church expenses and ministries.



In October, St. Luke’s enjoyed another parish retreat to Shrine Mont, and welcomed back the ever-popular Pumpkin Patch – selling out of pumpkins weeks days before the end of the month. In November, we gave thanks to God for the former St. Luke’s associate priest, the Rev. Ketlen Solak, who was consecrated as the 9th Bishop of Pittsburg. Another gratitude practice, the United Thank Offering (UTO) continues at St. Luke’s. In

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2021, and in 2021 more than \$600 was collected via blue boxes and contributed to the Domestic and Foreign Missionary Society.

Thankfully, we celebrated the season of Advent with a few of St. Luke's favorites – the Advent Pageant, the Greening of the Church, and Caroling on the Grove. And just in time for the new year, the Parish Hall renovations made great progress towards completion.



As it says in Philippians 4:8 "Finally brothers and sisters, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things." With the many challenges St. Luke's, and the world, has faced over the past two years, dealing with a global pandemic, we are grateful for our community and God's grace in transforming our church and the way we praise Him.

COMMUNITY OUTREACH

Thanks to the commitment of Saint Luke's Church clergy and parishioners, the outreach programs at St. Luke's continue to help those in need on the Route 1 corridor and Mount Vernon community. The volunteer support from St. Luke's church has given St. Luke's the reputation of being proactive in building awareness of poverty and have provided extensive opportunities for concerned members of our community and church to help in a tangible way.

The COVID-19 pandemic and the subsequent restrictions for in-person gathering reduced the sources of both cash and in-kind donations during 2021, and some of the programs supported by Outreach were suspended for all or most of the year. The Outreach Committee continues to seek new approaches for fund raising in this environment and has provided financial assistance to additional organizations that are addressing the increased need in our community due to the pandemic.

SPECIAL OFFERINGS AND GENERAL OUTREACH FUNDS

The Outreach Committee oversees two funds: Special Offerings and General Outreach. A combined total from both of these funds totaling \$21,860 was disbursed to help those in need in 2021.

Special Offerings are donated at St. Luke's on Ash Wednesday, Maundy Thursday, Good Friday, Easter Sunday, Thanksgiving and Christmas. These offerings are distributed directly to local charities and the Diocese of Jerusalem (Good Friday Offering).

General Outreach funds are raised by traditional fundraisers (like the annual Craft Fair), contributions from other fundraising activities (like the Pumpkin Patch,) and donations from individuals. In 2021, the Valentine Video raised almost \$8,000 and the funds were given to local charities in our community.

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2021 Financial Summary:

Activity	Credit	Debit	Balance on Dec. 31
Contributions and fundraising activities (donations, Craft Fair, Patch)	\$7,891		
Funds for transmittal to other organizations (special offerings, Valentine Video)	\$17,422		
Expenses for community outreach (generally food purchases)		\$4,100	
Funds transmitted to other organizations (Rising Hope, United Community, Neighborhood Health, Alice's Kids, New Hope Housing, Good Shepherd Housing, Diocese of Jerusalem)		\$17,760	
Special Offerings			
General Outreach			\$9,685

Thank you for your support and generosity in helping those in our community who are in need. All are welcomed to join the Outreach Committee or volunteer for an outreach program. For more information, contact Sue Webber, stlukesassist@gmail.com

TREASURER'S REPORT

ACCOUNT INFORMATION

The church financial assets are held in several different accounts to best serve the use of the funds. Day-to-day operations have been carried out through a checking account at Burke and Herbert Bank. We do earn a small amount of interest on our deposited funds. The capital fund was used to fund the chiller system upgrade this year. There is an investment account with the Diocesan Trustees of the Funds, which includes our Endowment Fund. At Merrill Lynch we have a fund management account for receiving and selling gifts of stocks/securities. Further information on the balances and activity of these accounts in 2021 is shown on the Account Activity Summary.

OPERATING FUND

Income not designated for a special purpose is received in the Operating Fund and then the various church expenses such as payroll and utilities are paid out. The major income source is from the pledges of the congregation. More detail is available on the attachments, one of which shows the Vestry approved 2022 Budget and the 2021 Budget. A second attachment presents the 2021 Budget/Actuals and 2020 Actuals. If your church statement does not have all of your known contributions from 2021, please let me or Sue Bentley know so we can try to track down whether it is our error, or accounts received errors. It is highly recommended that the congregation provide their contributions electronically. Additionally, we applied for a COVID relief fund called Paycheck Protection Program (PPP) for 2021 and received a grant to offset our operating costs during COVID. With the PPP grant and an excess in pledges received we ended the year with a ~\$38,500 surplus in addition to NOT requiring the 2021 budget planned need to use nearly \$70,000 in past operating surpluses.

DESIGNATED FUNDS

From time to time special purpose, or designated, accounts are set up. These vary considerably in dollar size and rate of activity. For a list of designated fund accounts, 2021 balances and notes see the attached Balance Sheet.

CAPITAL FUNDS

This fund was initiated in 1998 to receive the proceeds from the new initiative to obtain funds to pay off the mortgage, to install an elevator for access, to restore/replace the organ and to replenish the funds for major repair/renovation of the building and grounds. The main campaign took place in 1999, but was re-publicized in 2001 for new and increased pledges. The capital funds now take in the revenue from the steeple tower and are allocated for maintenance and repair and in 2021 was used to fund the HVAC chiller system replacement. In 2010 a new Capital Campaign, Fabric of Saint Luke's (FOSL) was launched. These funds were designated for specific building improvements as defined by the FOSL committee. Contributions to FOSL stopped in May 2016 and no further contributions are expected. The new Capital campaign, Building for Ministry (BfM), was started in 2019 and is focused on additional improvements desired at St. Luke's and we are currently accumulating and tracking funds into this new designated account that are designated for the Parish Hall Renovation which is now completed as well as the outdoor lighting for the outdoor areas. The church secured a loan from Burke and Herbert Bank to allow us to complete the work on the parish hall in 2021. This loan will be paid off over the next several years using the BfM pledge income as well as a portion of the next several years of steeple income.

OUTREACH GIVING

St. Luke's Church devotes much of its income, both operating and designated, to Diocesan and charitable work beyond the parish. It is surprising to assemble all the pieces and note both the amount and breadth of these good works. The detail and total giving for 2021 can be found in the Outreach Giving Section of the Annual Report.

Alan Hope, Treasurer

DECEMBER SUMMARY (100% OF THE YEAR)

Operating Income	\$62,106 (to date \$471,349 or 113.9%)
Operating Expense	\$47,589 (to date \$508,358 or 105.1%)
With the PPP funds, the YTD income exceeds expenses by \$38,594.	

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

SPECIAL OFFERING ACTIVITY SUMMARY - DECEMBER

Thanksgiving	\$150
Christmas	\$3,862

Capital Fund Balance	11/30/2021	12/31/2021
Capital Acct (@TOTF)	\$9,103	\$9,184
Steeple Fund (B\$H)	\$19,699	\$85,905
Merrill Lynch	\$173	\$173
FOSL/Building for Ministry (B&H)	\$366,493	\$274,832
Escrow account balance	\$170,677	\$67,560
Total	\$566,145	\$437,654

ESCROW ACCOUNT/LOAN WITH BURKE AND HERBERT

Burke and Herbert Loan balance 12/31/2021	\$636,825
Interest paid thru 12/31/2021	\$10,959

BUILDING FOR MINISTRY (BfM)

Total Pledged	\$568,735
Contributions in December 2021	\$19,053
Total Contributions as of December 30, 2021	\$509,425
Pledge Balance	\$59,310

Detailed reports of expenses for Communications, Education, Membership, Finance, Maintenance & Repair, Office, Outreach, Stewardship, Utilities and Worship are available from the bookkeeper for review. Balance Sheet copies were provided to the Wardens and the Finance Committee.

Alan Hope, Treasurer

Prepared by Susan Bentley, Parish Administrator

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

DECEMBER 2021 INCOME AND EXPENSE STATEMENT

	Budget	Actual	Y-T-D	December	Y-T-D	December
	2021	100.0%	2021	2021	2020	2020
Plate	\$1,750	148.1%	\$2,591	\$500	\$2,041	\$0
Pledge income	\$376,634	117.0%	\$440,494	\$58,389	\$427,964	\$70,997
Prior Yr.			\$66,393	\$30	\$685	\$0
Current			\$345,639	\$31,522	\$397,007	\$45,287
Later Year			\$28,462	\$26,837	\$30,270	\$25,710
Day Sch.*	\$27,600	91.6%	\$25,295	\$2,628	\$21,683	\$1,000
Rents	\$7,250	31.7%	\$2,296	\$560	\$9,687	\$0
Misc.	\$700	96.1%	\$673	\$29	\$1,106	\$59
Initial Offering	\$200		\$100	\$0	\$322	\$0
Interest at B&H	\$500		\$573	\$29	\$784	\$59
TOTAL OPS INCOME	\$413,934	113.9%	\$471,349	\$62,106	\$462,481	\$72,056
Personnel	\$325,949	107.5%	350,320	\$33,648	\$328,756	\$38,707
Clergy	\$183,134	115.4%	211,292	\$13,765	\$192,908	\$26,552
Lay Staff	\$132,660	100.1%	132,814	\$19,403	\$131,428	\$11,595
Support	\$10,155	61.2%	6,214	\$480	\$4,420	\$560
Admin	\$111,675	105.7%	118,009	\$10,379	\$122,880	\$8,164
Utilities	\$36,000	102.2%	36,799	\$5,298	\$35,578	\$3,752
Office	\$15,300	97.0%	14,835	\$1,321	\$15,840	\$1,608
Maint/repair	\$36,000	117.6%	42,321	\$3,015	\$48,528	\$2,804
Insurance & Other	\$22,875	100.0%	22,875	\$0	\$22,930	\$0
Covid Sanitation	\$1,500	78.6%	1,179	\$745	\$0	\$0
Education	\$4,000	65.1%	2,605	\$597	\$822	\$49
Giving/Outreach	\$26,000	100.0%	26,000	\$1,217	\$26,000	\$5,229
Diocesan Pledge	\$25,000	100.0%	25,000	\$1,217	\$25,000	\$5,229
Region 6 Pledge	\$1,000	100.0%	1,000	\$0	\$1,000	\$0
Finance	\$1,500	70.0%	1,050	\$0	\$1,050	\$0

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

Stewardship	\$1,900	67.1%	1,274	\$182	\$1,316	\$175
Worship	\$5,850	109.9%	6,428	\$1,330	\$5,359	\$660
Communications	\$3,500	65.5%	2,291	\$227	\$1,960	\$220
Membership	\$1,300	10.8%	140	\$12	\$380	\$0
Invitation	\$500	6.4%	32	\$0	\$0	\$0
Fellowship	\$2,000	5.4%	108	\$12	\$380	\$0
Vestry Emerging Needs	\$2,000	12.0%	240	\$0	\$2,000	\$0

Total Operating Exp	\$483,674	105.1%	\$508,358	\$47,589	\$490,521	\$53,204
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Operating Fund Balance:

Net Income to Date	\$413,934		\$471,349		\$462,481	
Expense to Date	\$483,674		\$508,358		\$490,521	
			-\$37,009		-\$28,040	
PPP Funds			\$75,604		\$77,856	
Gain/Loss to date	-\$69,740.00		\$38,595		\$49,816	
Special Offering Income	\$12,000	72.7%	\$8,722	\$4,012	\$9,140	\$2,475
Special Offering Expense	\$12,000	59.6%	\$7,150	\$0	\$11,315	\$0

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

BALANCE SHEET

				Dec 31, 21
ASSETS				
Current Assets				
Checking/Savings				
Burke & Herbert Bank				742,282.26
Escrow Building for Ministry				67,959.68
Merrill Lynch Acct				172.55
Total Checking/Savings				810,414.49
Total Current Assets				810,414.49
Other Assets				
B&H Loan Origination Fees				14,575.62
Church Building				726,000.00
Church Elevator				242,010.23
Church Land				72,000.00
Church Organ				375,000.00
Diocesan Capital Account				9183.65
Diocesan Endowment Fund				425,709.23
Diocesan Hergenrather Fund				3619.95
Diocesan Living Memorial Fund				23150.44
Diocesan Vestry Account				82391.3
Total Other Assets				1,973,640.42
TOTAL ASSETS				2,784,054.91
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
Burke & Herbert Credit Card				1,874.62
Staples Credit Card				25.49
Total Credit Cards				1,900.11
Other Current Liabilities				
BfM Loan at B&H				636,825.07
Total Other Current Liabilities				636,825.07
Total Current Liabilities				638,725.18
Total Liabilities				638,725.18
Equity				
Opening Balance Equity				-607,731.54
Retained Earnings				1,716,384.85
Temp Restricted Net Assets				
2019 Capital Campaign				285,791.68
Altar Flowers				1,974.62
Altar Guild				3,017.38
Community Outreach				9,684.99
Concerts at St. Lukes				3,678.38
Diocesan Capital Account				9,183.65

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

	Diocesan Endowment Fund	425,709.23
	Diocesan Hergenrather Fund	3,619.95
	Diocesan Living Memorial Fund	23,150.44
	Diocesan Vestry Account	82,391.30
	Endowment Committee	553.99
	Instrument Mainten Fund	2,151.84
	Music Fund	1,242.76
	Online Worship Support	599.22
	Pastoral Care	150.89
	Retreat - Vestry	-17.81
	Special Offerings	4,767.00
	UTO	75.00
	Vacation Bible School	374.68
	Vestry Designated Ops 2011	7,769.00
	Youth Adventure Trips	6,071.06
	Youth Group	1,300.00
	Youth Mission Trips	3,300.00
	Youth Pilgrimage Trips	11,378.37
	Total Temp Restricted Net Assets	887,917.62
	Unrestricted Net Assets	110,164.33
	Net Income	38,594.47
	Total Equity	2,145,329.73
TOTAL LIABILITIES & EQUITY		2,784,054.91

CAPITAL FUNDS

Fund Balances	12/31/2020	12/31/2021
Capital Acct @ Trustees of the Funds	\$7,748	\$9,184
Merrill Lynch/Building for Ministry	\$80	\$173
B&H/Building for Ministry	\$270,549	\$285,792
B&H Steeple Fund	\$45,922	\$74,945
B&H Escrow account balance		<u>\$67,560</u>
Total	\$316,551	\$437,654

ANNUAL CONGREGATIONAL MEETING, FEBRUARY 6, 2022

Escrow Account/Loan with Burke and Herbert		
Burke & Herbert Loan balance 12/31/2021		\$636,825
Interest paid through 12/31/2021		\$10,959

Capital Funds Income	2020	2021
Steeple Fund (cell tower)	\$88,644	\$156,933
Contributions to Building for Ministry	<u>\$166,620</u>	<u>\$225,421</u>
Total	\$255,264	\$382,354

Building for Ministry Capital Campaign	12/31/2020	12/31/2021
Total Pledged	\$568,735	\$573,735
Total contributions as of December 31	<u>\$284,004</u>	<u>\$509,425</u>
Pledge Balance	\$284,731	\$59,310

Account Balances	12/31/2020	12/31/2021
Burke & Herbert (checking)	\$620,290	\$760,046
Merrill Lynch (brokerage)	<u>\$80</u>	<u>\$173</u>

Trustees of the Funds	Balance	Gifts	Balance
	12/31/2020	2021	12/31/2021
Endowment Fund	\$357,843	\$15,154	\$425,709
Living Memorial Fund	\$21,036		\$23,150
Capital Fund	\$8,027		\$9,184
Vestry Account	\$23,706		\$82,391
<u>Hergenrather Fund</u>	<u>\$3,289</u>		<u>\$3,620</u>
Total	\$413,902		\$544,055

ST. LUKE'S EPISCOPAL CHURCH 2022 BUDGET

APPROVED BY THE VESTRY ON DEC. 14, 2021

	2020 Budget	2021 Budget	2022 Budget
Revenue			
Plate	\$7,000	\$1,750	\$6,000
Pledges	\$433,200	\$376,634	\$430,511
Non-pledge giving	\$10,000	incl.	\$15,000
Day School Contribution	\$27,537	\$27,600	\$31,536
Rent	\$29,000	\$7,250	\$20,400
Misc.	\$1,000	\$700	\$1,000
Total Income	\$507,737	\$413,934	\$504,447
Expenses			
Personnel	\$352,570	\$325,949	\$341,566
Admin, Bldg, and Grounds	\$110,230	\$111,675	\$118,230
Education	\$6,060	\$4,000	\$9,000
Diocesan pledges	\$26,000	\$26,000	\$32,500
Finance	\$1,700	\$1,500	\$1,500
Stewardship	\$1,900	\$1,900	\$2,500
Worship	\$5,850	\$5,850	\$5,850
Communications	\$2,500	\$3,500	\$3,500
Membership	\$2,500	\$1,300	\$5,500
Tech/Online Worship			\$3,000
Vestry Emerging Needs	\$2,000	\$2,000	\$2,000
Total Expenses	\$511,310	\$483,674	\$525,146
	(\$3,573)	(\$69,740)	(\$20,699)
Notes:			
2020 income and expenses were lower than budgeted, with first PPP grant, final surplus was \$49,816.			
2021 Budget included regathering in September; 2021 deficit originally budgeted with surplus and reserves and then covered by second PPP grant, final surplus was \$38,594.			
2022 budget deficit to be funded with 2021 surplus.			