

St. Luke's Episcopal Church | Manchester, Missouri



Annual Meeting and Reports | January 24, 2021

The Rev. Earl Mahan, Rector

The Rev. Dr. Pamela Stuerke, Assistant Priest

The Rev. Angela Ferree, Deacon

Chris Sturgeon, Senior Warden

Bruce Ward, Junior Warden

Dave Miller, Treasurer

Julie Rose, Vestry Clerk

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Agenda for January 23, 2022
Annual Meeting of St. Luke's Episcopal Church

- ◆ Call to order
- ◆ Opening Prayer
- ◆ Minutes of 2021 Annual Meeting
- ◆ Senior Warden's Report
- ◆ Junior Warden's Report
- ◆ Treasurer's Report for 2021
- ◆ Presentation of the Budget for 2022
- ◆ Endowment Fund Report
- ◆ Resolution on Endowment Fund Restriction
- ◆ Rector – Annual Address
- ◆ Vestry instructions
- ◆ Motion to adjourn
- ◆ Closing prayer

**St. Luke's Episcopal Church
Annual Meeting • January 23, 2022**

St. Luke's Episcopal Church Annual Meeting Minutes for 2021

The Annual Meeting was called to order with prayer at 11:06 a.m. using a Virtual Meeting Room over the video conferencing tool called Zoom

****Note:** A quorum met of parishioners for voting purposes.

- I. Review of St. Luke's Episcopal Church 2020 Annual Meeting Minutes
 - a. Motion to approve, M/S/A
- II. Father Earl presented the 2021 Vestry nominees
 - a. David Miller (3 year term)
 - b. Julie Rose (3 year term)
 - c. Mark Gelsthorpe (3 year term)
 - d. No additional nominees from the floor. Nominations closed
 - e. Motion to accept the nominees to their positions in lieu of casting ballot vote, M/S/A
- III. Sr. Warden Report given by Kathy Joslin
 - a. Healthcare related outreach ministries performing as expected, continues into 2021 unchanged. Kathy will continue to help support these ministries as needed
- IV. Jr. Warden Report given by Bruce Ward
 - i. Bruce will continue filling role as Jr. Warden pending vestry approval
- V. Treasurers Report for 2020 and Annual Budget for 2021 given by David Miller
 - a. 2020 budget review
 - i. Church saw pledge and plate deficit in 2021
 - ii. Receipts from pledges off budget by \$13,600 and plate off budget by \$3,452
 - iii. Disbursements below budget by \$11,140
 - iv. See Treasurers report for additional details
 - b. 2021 Annual Budget
 - i. Pledges down 6 from 2020
 1. Pledge amount budgeted to be \$78,000 which is 90% of what 2020 pledges were
 2. Plate amount budgeted to be flat from 2020
 - ii. Total Receipts budgeted at \$103,000
 - iii. Disbursements expectations
 1. Anticipate \$55,000 deficit
 2. Rector Support increase of 3%
 3. Utilities expected to be higher
 4. Diocesan pledge increased by %5,000
 5. Support from Diocese budgeted at \$20,000
 6. Trust Fund withdrawals budgeted at \$31,000
 7. Approximately \$7,500 cash balance
- VI. Endowment Fund Report given by David Miller
- VII. Motion to approve the 2021 Vestry Candidates as new Vestry Members, M/S/A

- VIII. Rector Report given by Fr. Earl Mahan
 - a. COVID-19 has created a significant impact on many aspects of St. Luke's operations, ministries, and overall activities
 - b. Introduced Zoom Church to conduct services and other meetings to reduce gatherings
 - i. Fr. Earl expressed appreciation for acceptance of this adaptive medium
 - c. Continue to fulfill the mission of the church using approved guidelines to keep community safer
 - d. Some have found a need to move on, but most have continued to provide support for the ministries
 - e. Thank you to the staff for rising to the challenges of this pandemic
 - i. Worked very collaboratively
 - ii. Musicians have found creative ways to provide worship music
 - iii. Clergy, staff, and vestry have been amazing throughout the year
 - f. Shared Leadership Council has performed a crucial role in 2020. The council consists of the Vestry Wardens, Treasurers, and a one at large member per congregation as well as the clergy.
 - i. In December, Fr. Earl asked the Shared Leadership Council to reflect on how the partnership should look in the future
 - ii. Will engage in deep discernment and contemplation on what models are available to the shared partnership of St. Luke's and Church of the Good Shepherd going forward
 - iii. Fr. Earl will communicate with the Vestry monthly on the progress and discernment steps, and then communicate a condensed path with the congregation
 - g. Fr. Earl has asked Chris Sturgeon to be Sr. Warden in 2021
- IX. Motion to adjourn the 2021 Parish Annual Meeting at 11:55, M/S/A
- X. Deacon Dayna closes with prayer

Prayerfully Submitted by Dennis Farrar

Annual Report to the Congregation

*O give thanks to the Lord and call upon his name;
tell among the peoples what things he has done. – Psalm 105:1*

2021 was a year of challenge in most every aspect of our lives and this was no less true for our shared life as the community of faith. We began the year still refraining from in person gatherings at church, including Sunday worship services, but with the prospect of COVID vaccines on the horizon, we were all hopeful that some return, if even slightly, would soon be on the horizon.

And indeed, with the rollout of vaccines and a decline in cases, we like other congregations were able to return to something resembling normalcy in the spring. On Palm Sunday, both St. Luke's and Good Shepherd resumed in person worship services, which we continue to offer still. However, we are far from a total return to normalcy, and as we all know, now more than ever, our parish community must join with the wider community in holding steadfast to the measures that keep us and all people safe during this time of unprecedented pandemic.

As we began 2021, I spoke to the leadership of both St. Luke's and Good Shepherd about the need for our parish partnership to engage in a process of spiritual discernment around the future of the partnership. I am pleased to report that, as you all are aware, such a discernment process did occur, from July to November, as a Discernment Team, comprised of five members of each parish, and myself, worked with The Rev. Daniel V. Pearson. This process was productive and fruitful, giving both parish vestries greater insight as to how we might continue our partnership successfully.

It should be obvious to all that the past two years has dramatically changed the shape and substance of our congregation. We have fewer people. Some familiar faces are no longer part of our shared life. Yet we have also been blessed with new people who have connected to our faith community. Like most churches, our average attendance is lower than it was before the pandemic, resulting in less income and less parish activities and programming. Much of what we used to associate with being part of the St. Luke's family is simply no longer possible, at least for the time being.

What all this will mean, moving forward, is not clear. Yet, it is a safe assumption that the future will look quite different from the past where our parish life is concerned. We will, like faithful followers of Christ who came before us, be given the opportunity to watch and listen for the prompting of the Holy Spirit to follow God into new and uncharted territory.

It will be exciting.

It will, at times, be frightening.

Yet, it will all be done with God as our protector and guide. Of this, we can be confident.

Faithfully Yours,



The Rev. C. Earl Mahan,
Rector

St. Luke's Parochial Statistics for 2021

Virtual "Zoom" Worship Services with Church of the Good Shepherd,
January 1 – March 21, 2021

Resumption of In-Person Worship, March 28, 2021 – Palm Sunday

Average Sunday Attendance (In-Person) in 2021:	18	
Number of Sunday Holy Communion Services:		38
Communion Visitations:	14	
Baptisms:		0
Burials:		1
Weddings:		0
Confirmations:		3
Receptions:		0
Reaffirmations:		0

Assistant Priest's Report for 2021

Rev. Dr. Pamela Stuerke

The past year has, once again, been a time of uncertainty and change for all of us. We began the year worshipping remotely by Zoom. As vaccines became available, we were able to return to worship in the churches on Palm Sunday. It was a joy to observe Holy Week and celebrate Easter in person. While the protocols we follow have fluctuated, we're still able to (carefully) worship together.

My principal focus as I serve within these two parishes continues to be worship, even as the form of that worship continues to shift. We're all learning to livestream our services. I'm learning to speak so that the microphone will pick up and record what I say. We're learning a hybrid form of worship, so that both those you are gathered in person and those who watch remotely know that they are all part of the body of Christ as we together worship God.

As we move into 2022, I look forward wondering what changes are in store for these two parishes, and trusting that God will guide us through this time

Deacon Report for 2021

For the year 2021, St. Luke's and Good Shepherd did not have a deacon. However, Bishop Deon ordained Angela Ferree on Saturday, December 18 at the cathedral in St. Louis. Shortly prior to this joyous event, Bishop Deon placed Angela with the congregations of St. Luke's and Church of the Good Shepherd. Angela is to take up her diaconal duties early in the New Year.

A little background: Angela has been a parishioner at St. Luke's, has served on the Altar Guild, has been a lector, a vestry member, and trained as a Eucharistic Visitor. Then in 2019, she consulted with Fr. Earl as she heard again her call to ordained ministry. She began meeting with her excellent discernment committee and moved forward in the diocesan process, academic study, interviews with committees, and field placement at Trinity, St. Charles. Deacon Angela is excited to be with everyone in our parishes, to serve you and get to know you better.

Blessings,
Angela M. Ferree

St. Luke's Episcopal Church

2021 Treasurer's Report

I. **2021 Highlights:**

From a financial operations standpoint, 2021 returned to more normal levels or at least to budgeted levels. Certainly, Covid 19 did reduce worship services early in the year and reduced attendance for the balance of the year along with limiting the ability to visit Retirement Centers and Nursing Homes. However, our Total Receipts exceeded the budget.

Total Receipts

- Total Receipts exceed the budget by approximately \$3,600. Offering incomes exceed the plan by approximately \$2,100 with Easter Offerings, Pledge Offerings, Plate Offerings and Christmas Offerings all above the budget by modest amounts. Other Receipts were also above the budget by approximately \$1,500 with Preschool Shared Expenses increases accounting for the majority of the increase.

Disbursements:

- The Disbursements in the 2021 budget was for approximately \$159,000 and actual spending was above that by approximately \$3,500. Most categories of spending were close to the budgeted spending levels with the exceptions of:
 1. Lower travel expense and favorable Shared Staff Reimbursement from Good Shepherd with some of the reimbursements covering for expenses in the categories of Staff Support and Office Expenses.
 2. The higher Other Office Expenses is a replacement computer and unexpected expenses associated with being forced to close our old bank account and open a new account due to fraudulent activities
 3. Insurance costs were up for Property and Liability insurance as well as Worker's Compensation insurance. The majority of the Worker's Compensation insurance cost is due to the Preschool and was one of the reasons in the Preschool reimbursement increased in 2021.
 4. The Program Materials – Other expense reflect the Discernment Committee consulting fees and travel expenses of \$1,800. The total fee (approximately \$5,400) was split evenly between St. Luke's, COGS and the Diocese.
 5. In Repairs and Maintenance, the increase in Building Repairs was primarily the upgrade in the bathrooms (50% paid by Preschool) and A/C and furnace repairs. And new contracts were negotiated for cleaning the Church and Preschool increasing the cost above budget by approximately \$1,900.

Funding:

- The budget approved for 2021 had a deficit of \$56,000 built-in to overcome during the year and ended very close to that deficit. The deficit was funded by:
 1. Diocesan Support (\$20,000)
 2. Balance of PPP funds carried over from 2020 (\$5,500)
 3. St. Luke's savings account (\$13,000)
 4. St. Luke's Trust Fund (\$12,000)
 5. and a reduction in our cash balance (approximately \$5,000).

St. Luke's Episcopal Church
Statement of Receipts and Disbursements
Actual 2021 vs. Budget for 2021

	2021 <u>Actual</u>	2021 <u>Budget</u>	<u>Difference</u>	<u>% Diff</u>
<u>RECEIPTS</u>				
Offering Income				
Operating Pledge	79,057	78,440	617	0.8
Plate Offerings	4,496	4,000	496	12.4
Easter Offerings	1,780	1,000	780	78.0
Christmas Offerings	2,135	1,800	335	18.6
Other Holy Days	0	100	(100)	N.A.
Total Offering Income	87,468	85,340	2,128	2.5
Other Receipts				
Pre-School Shared Exp.	18,098	16,500	1,598	9.7
Program Fees	0	0	0	N.A.
Building Use	825	1,000	(175)	(17.5)
Other Income	226	200	26	13.2
Total Other Receipts	19,149	17,700	1,449	8.2
Total Receipts	106,617	103,040	3,577	3.5
<u>DISBURSEMENTS</u>				
Rector Support				
Salary	57,316	57,320	4	0.0
Housing Allowance	23,004	23,000	(4)	(0.0)
Assoc. Salary & Housing	18,405	18,500	95	0.5
Travel & Expenses	243	2,000	1,757	87.8
Pension	17,902	17,788	(114)	(0.6)
Health, Life & DI Ins.	31,536	31,356	(180)	(0.6)
Continuing Education	309	500	192	38.3
Discretionary Fund	200	200	0	0.0
Shared Staff Reimbursement	(74,464)	(73,829)	635	(0.9)
Total Rector Support	74,450	76,834	2,384	3.1
Staff Support				
Supply Clergy	625	750	125	16.7
Secretary	11,418	10,800	(618)	(5.7)
Music Director/Organist	1,900	2,300	400	17.4
FICA & Medicare	873	780	(93)	(11.9)
Other Staff Expenses	188	800	612	76.6
Total Staff Support	15,004	15,430	426	2.8
Office Expenses				
Supplies	532	1,200	668	55.7
Copier Lease	3,093	3,300	207	6.3
Advertising	16	400	384	96.0
Postage	397	240	(157)	(65.6)
Other Office Expenses	2,628	1,200	(1,428)	(119.0)
Total Office Expenses	6,666	6,340	(326)	(5.1)

	2021 Actual	2021 Budget	Difference	% Diff
Utilities				
Electricity	6,549	6,300	(249)	(3.9)
Gas	3,206	2,800	(406)	(14.5)
Water and Sewer	1,752	2,040	288	14.1
Telephone	2,338	2,280	(58)	(2.5)
Trash	1,834	1,800	(34)	(1.9)
Total Utilities	15,678	15,220	(458)	(3.0)
Insurance				
Property and Liability	16,725	16,000	(725)	(4.5)
Workers Compensation	1,389	1,200	(189)	(15.8)
Total Insurance	18,114	17,200	(914)	(5.3)
Program Materials				
Program Supplies	0	200	200	100.0
Altar Supplies	51	0	(51)	N.A.
Music Supplies	370	500	130	26.0
Sunday School	79	120	41	34.1
Adult Education	0	160	160	100.0
Fee Support Programs	0	0	0	N.A.
Other expenses	1,800	0	(1,800)	N.A.
Total Program Materials	2,300	980	(1,320)	(134.7)
Repairs and Maintenance				
Building Maintenance	6,935	5,400	(1,535)	(28.4)
Custodial Supplies	936	1,200	264	22.0
Janitorial Service	12,061	10,150	(1,911)	(18.8)
Snow Removal	1,641	2,100	459	21.9
Lawn Service	1,914	1,225	(689)	(56.3)
Organ Maintenance	195	320	125	39.1
Pest Control	109	220	111	50.5
Other	1,441	1,160	(281)	(24.3)
Total Repairs and Maintenance	25,233	21,775	(3,458)	(15.9)
Outreach				
Diocesan Pledge	5,000	5,000	0	0.0
Outreach	0	200	200	100.0
Seminary Support	0	0	0	N.A.
Website	0	0	0	N.A.
Total Outreach	5,000	5,200	200	3.8
Total Disbursements	162,444	158,979	(3,465)	(2.2)
Net Income	(55,827)	(55,939)	(112)	0.2
Beginning Balance	7,805	7,477	(328)	
Trust Fund/PPP/Savings	30,500	31,000	500	
Dioesan Support/Grant	20,000	20,000	(0)	
Change in PR taxes owed	513	0		
Ending Balance	2,478	2,538	60	2.3

II. 2022 Key Budget Assumptions

Receipts:

- The number of pledges, at 14, is equal to 2020 with one lost pledge and one new pledge.
The Pledge Totals for 2021 are at \$86,600 or \$2% above 2021's actual receipts.
- The Plate offerings are budgeted down from 2021 with a conversion to Pledge Offerings and the death of a significant plate contributor. This 10% reduction could be an optimistic projection.
- Christmas Offerings and Easter Offerings are budgeted to return to more normal levels in 2022.
- Preschool Shared Expenses are increasing to \$30,000 reflecting a total year of higher Janitorial Service and other shared expenses.
- The increase in Building Use reflects an increase expected from the FCCI (Indian Congregation).

Total receipts in 2022, at \$120,680, are projected to be up by \$14,100 from 2021 Total Receipts primarily from increased Preschool Shared Expenses.

Disbursements:

With in-church worship anticipated to continue through 2022, most Disbursements are budgeted near or slightly above the 2021 spending levels with the following notable exceptions.

- In the Rector Support category, the Shared Staffing program continues between St. Luke's and COGS for the full year. Salary increases are projected at the 3% level, but any increases will be approved by both vestries. Travel Expenses are expected to return to pre-covid levels which are set by the Diocese. And the big change is a significant portion of the Health Insurance cost will be picked up by St. Peter's, Angela Mahan's employer, reducing St. Luke's and COGS costs.
- The Staff Support category assumes
 - supply clergy for 6 Sundays.
 - slightly more secretary hours
 - an organist/pianist for 2 Sundays each month and one special service with a full year of return to in-church worship service.
 - other Staff expenses returning more to pre-covid levels.
- Office Expenses – new copier lease expected mid-year at lower cost and with reduced capabilities. and Other Office Expenses should return to more normal levels.
- Utility Costs include slight increases in most areas with 15% increase in natural gas prices.
- Total Repairs and Maintenance – Building maintenance are expected to return to more normal levels.
- The Diocesan Pledge has been increased to \$6,000. With the 20% increase in Diocesan Support, we increased the Diocesan Commitment by 20%. We are very appreciative of the Diocesan support.

Total Disbursement in 2022, at \$158,100, are projected to be down \$4,300 from 2021

Funding the Deficit:

At the budgeted receipts and disbursement levels for 2022, we will have a deficit in our cash flow for the year of approximately \$37,000, an improvement of \$18,400 over 2021. This deficit will be made up through managing our expenses, \$24,000 of support from the Diocese and \$14,000 drawn from the Trust Fund or Savings account. The Vestry and the shared committee with COGS will also be looking at areas where there is an opportunity to reduce costs.

St. Luke's Episcopal Church
Statement of Receipts and Disbursements
Actual 2021 vs. Budget for 2022

	2021	2022		
	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>	<u>% Diff</u>
RECEIPTS				
Offering Income				
Operating Pledge	79,057	80,600	1,543	2.0
Plate Offerings	4,496	4,080	(416)	(9.3)
Easter Offerings	1,780	1,500	(280)	(15.7)
Christmas Offerings	2,135	2,000	(135)	(6.3)
Other Holy Days	0	100	100	N.A.
Total Offering Income	87,468	88,280	812	0.9
Other Receipts				
Pre-School Shared Exp.	18,098	30,000	11,902	65.8
Program Fees	0	0	0	N.A.
Building Use	825	2,200	1,375	166.7
Other Income	226	200	(26)	(11.7)
Total Other Receipts	19,149	32,400	13,251	69.2
Total Receipts	106,617	120,680	14,063	13.2
DISBURSEMENTS				
Rector Support				
Salary	57,316	58,770	1,454	2.5
Housing Allowance	23,004	24,000	996	4.3
Assoc. Salary & Housing	18,405	19,035	630	3.4
Travel & Expenses	243	2,000	1,757	722.8
Pension	17,902	18,325	423	2.4
Health, Life & DI Ins.	31,536	17,160	(14,376)	(45.6)
Continuing Education	309	500	192	62.1
Discretionary Fund	200	200	0	0.0
Shared Staff Reimbursement	(74,464)	(69,895)	4,569	(6.1)
Total Rector Support	74,450	70,095	(4,355)	(5.9)
Staff Support				
Supply Clergy	625	750	125	20.0
Secretary	11,418	12,000	582	5.1
Music Director/Organist	1,900	2,400	500	26.3
FICA & Medicare	873	900	27	3.1
Other Staff Expenses	188	600	412	219.9
Total Staff Support	15,004	16,650	1,646	11.0
Office Expenses				
Supplies	532	600	68	12.9
Copier Lease	3,093	2,400	(693)	(22.4)
Advertising	16	0	(16)	(100.0)
Postage	397	720	323	81.2
Other Office Expenses	2,628	700	(1,928)	(73.4)
Total Office Expenses	6,666	4,420	(2,246)	(33.7)

	2021	2022		
	Actual	Budget	Difference	% Diff
Utilities				
Electricity	6,549	6,500	(49)	(0.7)
Gas	3,206	3,690	484	15.1
Water and Sewer	1,752	1,800	48	2.8
Telephone	2,338	2,400	62	2.7
Trash	1,834	1,920	86	4.7
Total Utilities	15,678	16,310	632	4.0
Insurance				
Property and Liability	16,725	17,200	475	2.8
Workers Compensation	1,389	1,400	11	0.8
Total Insurance	18,114	18,600	486	2.7
Program Materials				
Program Supplies	0	50	50	N.A.
Altar Supplies	51	50	(1)	(1.8)
Music Supplies	370	500	130	35.1
Sunday School	79	60	(19)	(24.1)
Adult Education	0	0	0	N.A.
Fee Support Programs	0	0	0	N.A.
Other expenses	1,800	0	(1,800)	-100.0%
Total Program Materials	2,300	660	(1,640)	(71.3)
Repairs and Maintenance				
Building Maintenance	6,935	5,400	(1,535)	(22.1)
Custodial Supplies	936	1,200	264	28.2
Janitorial Service	12,061	12,750	689	5.7
Snow Removal	1,641	1,800	159	9.7
Lawn Service	1,914	2,400	486	25.4
Organ Maintenance	195	300	105	53.8
Pest Control	109	220	111	101.8
Other	1,441	1,300	(141)	(9.8)
Total Repairs and Maintenance	25,233	25,370	137	0.5
Outreach				
Diocesan Pledge	5,000	6,000	1,000	20.0
Outreach	0	0	0	N.A.
Seminary Support	0	0	0	N.A.
Website	0	0	0	N.A.
Total Outreach	5,000	6,000	1,000	20.0
Total Disbursements	162,444	158,105	(4,339)	(2.7)
Net Income	(55,827)	(37,425)	18,402	(33.0)
Beginning Balance	7,805	2,478		
Trust Fund/PPP/Savings	30,500	14,000	(16,500)	
Dioesan Support/Grant	20,000	24,000	4,000	
Change in PR taxes owed	513	0		
Ending Balance	2,478	3,053	575	

St. Luke's Episcopal Church - 2021 Treasurer's Report

		12/31/2020	Change	12/31/2021
Bank Accounts				
	Operating Account	7,477	(4,999)	2,478
	Saving Account			
	Capital Funds Carry-over	5,655	-	5,655
	St. Luke's PPA funding	5,500	(5,500)	-
	Savings - St. Luke's	15,000	(13,000)	2,000
	Memorials	391	-	391
	St. Luke's Youth Group	2,691	-	2,691
	William Pettus Scholarship Fund	2,429	87	2,516
	Total Bank Accounts	39,143	(23,412)	15,731
	Line of Credit	12/31/2020	Change	12/31/2021
	Balance	20,000	-	20,000
	Line of credit renewed at \$20,000 in 2020 with 6% annual interest rate. The Line of Credit was not used in 2021 and will probably not be renewed in 2022 if we can address any emergencies or shortfall using our savings account and the Trust Fund.			
	White Fund Loan	12/31/2020	Change	12/31/2021
	Balance	700	(700)	-
	The White Fund is managed by the Diocesan office to provide low interest loans to to assist Parishes in meeting their mission objectives. Since St. Luke's Preschool is one of our primary ministries reaching into our community, we requested the loan to fund the improvements necessary to strengthen the Preschool's offering to the community surrounding St. Luke's. The balance of the White Fund Loan was paid off in early 2021			

Prayerfully Submitted,

Dave Miller
Treasurer

**ST. LUKE'S TRUST FUND ACCOUNT
TOTAL YEAR 2021 ANNUAL MEETING REPORT**

TRUST FUND 12/31/2021				Sales of		
			Original	Property	Unrestricted	Total
			Restricted	Restricted	Balance	Balance
Balance 01/01/2021			\$ 60,184	\$ 50,000	\$ 32,646	\$ 142,830
Unrestricted and Proceeds from sale of property						-
Ajustment to Sales of Property Restriction				-	-	-
Disbursements to Operating Fund					(12,000)	(12,000)
Disbursements to Projects/Capital					-	-
Earnings in Trust Fund for the year					8,741	8,741
Balance 12/31/21			\$ 60,184	\$ 50,000	\$ 29,387	\$ 139,571
Planned 2021						
Disbursements to Operating Fund				Actual 2021		
				Distributions		
	1st Qtr	\$ -		\$ -		
	2nd Qtr	\$ 11,000		\$ -		
	3rd Qtr	\$ 12,000		\$ 8,000		
	4th Qtr	\$ 2,500		\$ 4,000		
	Projects	-		-		
Disbursements to Op. fund		\$ 25,500		\$ 12,000		
Anticipated Earnings - 2021	3%	\$ 8,741				
2021 Year-End Balance		\$ 139,571				
Cur. Projection with anticipated earnings				\$ 139,571		
Budgeted Year-end balance				\$ 121,615		

The trust fund continues managed conservatively.

Our trustees are:

Chair Person – Chris Sturgeon
Kathy Joslin
Sally Nolan
Dave Miller

2021 Junior Warden Report

2021 was a year of projects. We received a new sidewalk in front of our front garden courtesy of Whalen Homes. Whalen Homes was required to provide a new sidewalk as part of their contract with us. However, the new sidewalk was to run through our front garden and its retaining wall. The contractor carefully removed the retaining wall and neatly stacked the bricks for us to rebuild the retaining wall. I took about to rebuild it.

Our next project was to remodel the two restrooms in the parish hall. Phase one was to replace all six toilets. After 40 years of heavy use, they were all worn out and barely functional. Phase two involved repainting the walls and stalls, and then replacing the floor and sink molding with waterproof synthetic material. Julie Sturgeon took lead on phase two and ensured we completed the project before pre-school started. Many thanks Chris Sturgeon, Dave Miller, and the entire Julie Rose family. Strong teenagers are always welcome.

Our final project is the parish hall lighting. You have probably noticed that we are missing a few lights. The light bulbs kept burning out because the electrical connections in the light sockets were bent and not connecting with light bulbs. I tried replacing the light sockets, but replacement parts are unavailable, and the lights had become unsafe. After much thinking and talking, the vestry decided to replace all the old lights with a modern LED lighting system that will provide twice the amount of light. As of this writing, we await a final proposal from Metro Lighting.

Faithfully submitted,
Bruce Ward
Junior Warden

Community Concerns 2021

MEMBERS: Phil Davis, Kathy Joslin, Barb Lommen, Mary Miller, and Barb Rumley

The generosity of St. Luke's parishioners and a dedicated committee once again allowed St. Luke's to shine as we successfully responded to the needs of others. Our programs were:

1. **Meal-A-Month** - had high levels of parish participation each month.
2. **School Supplies** - had a wonderful response which helped many children start off the school year well-prepared.
3. **Take-a-Tag Trim-a-Tree** - This year was a huge success in helping families that are helped through the Circle of Concern. They enjoyed the benefits of God's love in their lives through your generosity.
4. **Circle of Concern** - All St. Luke's food and school supply donations were greatly appreciated and noted in the letters of thanks we received throughout the year from Circle of Concern.
5. **Change-for-a-Change** - There is a collection box is on the wall throughout the year. Also, when the time changes for daylight savings time all money that is donated is blessed and donated to the Diocesan Task Force on Hunger. Both the March and the Nov. collections were very generous.

We thank you for all your support throughout 2021!

Respectfully submitted
Barb Rumley, Chairperson

St. Luke's Preschool Annual Report 2021

St. Luke's Preschool had another successful year of growth in 2021, continuing to overcome the new challenges that we face due to Covid. We currently have 56 students enrolled, and have waitlists for our PreK and 2-3 year old classrooms. This year we are back to 6 fully staffed classrooms, two for each age group and capacity for 16 children in both AM extended care and PM extended care.

This summer 5 new toilets and 1 new urinal were installed in the bathrooms in the Fellowship Hall. The bathrooms also received a new coat of paint thanks to volunteers from the church. The bathrooms are now much more functional during the school day.

Enrollment for current families will begin on February 16, 2022. We will open enrollment for new families beginning on February 28, 2022. We are confident that our enrollment will continue to grow and we will have full classes for the 2022-2023 school year.

We have noticed a shift in families that are enrolling at St. Luke's, most of them are referred by a current or previous family, or they have heard good things about us online. Our reputation as a quality preschool is growing, and having so many happy families is a wonderful thing.

Our goals for 2022 are to grow and maintain our curriculum, physical spaces, and materials. With the increased tuition coming in monthly we plan to continually update our program and provide an affordable, quality preschool experience for our families.

Respectfully submitted,

Sarah Warren,
St. Luke's Preschool Director

ST. LUKE'S PRESCHOOL				
FINANCIAL SUMMARY		Actual	Actual	Projected
		2019-20	2020-21	2021-22
Three Years Including		(Aug - July)	(Aug - July)	(Aug - July)
Revenue				
	Students Enrolled (Ave./Mo.)	43.2	44.9	57.4
	Ave. Monthly Student Tuition	439	518	503
	Tuition and Fees	180,269	220,834	274,499
	Fund Raiser(s)	385	-	-
	Tuitions Prepaid for following year	6,696	9,495	7,500
	Other Receipts/Donation/SBA PPP	41,001	300	-
	Total Revenue	228,352	230,629	281,999
Expenses				
Payroll Expenses				
	Net Payroll	147,540	147,991	162,419
	Payroll Taxes			
	Federal Accrued Mo. Pd Monthly	39,309	39,355	42,874
	Missouri Accrued Mo. Pd Qtly	4,823	4,802	5,147
	Total Payroll Expenses	191,672	192,148	210,440
Other Expenses				
	Classroom Materials and Supplies	2,963	3,620	6,143
	St. Luke's shared expenses	15,432	16,250	24,650
	Cleaning/Sanitation supplies	-	1,500	-
	Event Activities	-	2,749	-
	Summer Classroom Prep (Bonuses)	500	471	
	Bathroom Project(s)	-	-	300
	Health Insurance	1,800	300	-
	Pension Expense	3,248	2,145	2,400
	Debt Repayment	7,688	3,287	-
	Total Other Expenses	31,631	30,322	33,493
	Total Expenses Paid	223,302	222,469	243,932
	Net Cash Flow	5,050	8,160	38,067
	Beginning Cash Balance	1,953	7,003	15,163
	Ending Cash Balance	7,003	15,163	53,230
D.E. Miller		1/7/2022		

William B. Pettus II Scholarship Fund

LEGACY EMPOWERING YOUTH

In celebrating the Legacy of William B. Pettus II, the family established the **William B. Pettus II Scholarship Fund in 2009**. In fostering the success of graduating seniors, we encourage and empower our youth.

In JOY, there is unity. Together we can make positive change and growth. Our stewardship is sharing joy and paying it forward. Applicants can contact us for more information.

One Scholarship of \$150 was awarded from the William Pettus Scholarship fund to Tyler Coleman, at Fort Zumwalt West High School in O'Fallon, MO..

Keep the Joy, Augustine and Benjamin Pettus
469-664-0275, 469-294-0719

St. Luke's Altar Guild - 2021

The Altar Guild now has three members, Kathy Joslin, Mary Miller, and Sally Nolan.

The duties of these members are to prepare the sanctuary for worship, maintain the linens, vessels, and vestments; clean the sanctuary wood, polish the brass and silver, and prepare the flowers that adorn the altar. On Christmas and during the Easter season we have a little more to do with preparing the church, especially during Holy Week. Currently, I want to thank all the members who work so diligently and go over and above in all that they do.

Our expenses for 2021 have been average. As always, the costs for the Sanctuary Candles, candle oil, wine, host, and all other costs pertaining to the upkeep of the church worship materials including vestments and altar linens come from the Altar Fund.

Thank you to all who make donations to the Altar Guild through designated weekly flower gifts, special holiday flowers and any memorial monies. These gifts are all we have to maintain our items. Please be sure to sign the flower chart on the bulletin board and list the occasion for the flowers on your designated Sunday. Also, please be sure to fill out an envelope, include your payment and place the completed form in the Altar Guild mail slot in the office to guarantee that your flower donation is in the bulletin.

Thank you again to all who have contributed to the Altar Guild, we could not do it without you.

Respectfully submitted,

Mary Miller, Altar Guild Director