

ST. JAMES' EPISCOPAL CHURCH
HACKETTSTOWN, NJ
ANNUAL MEETING FOR YEAR 2018



MARCH 10, 2019

PAGE	
3	THE LEADERSHIP OF ST. JAMES' CHURCH 2018
4	ST. JAMES' ANNUAL MEETING MINUTES 2018
5	SENIOR WARDEN'S REPORT
6	MISSION STRATEGY
6	LAY EUCHARISTIC VISITORS
7	YARN TWISTERS
7	SPECIAL EVENTS
8	PROPERTY MAINTENANCE
9	NORTH PORCH
9	COFFEE HOUR
9	FAMILY BREAKFAST
10	ST. FIACRE'S GUILD
11	ALTAR GUILD
11	USHERS
12	MUSIC COMMITTEE
12	AUDIT COMMITTEE
13	ST. JAMES' JOURNAL
14	COMMUNICATIONS
14	SUNDAY SCHOOL
15	A GIFT OF WARMTH
16	SUMMER BACKPACK
16	PRAYER MINISTRY
17	CARES
17	STEWARDSHIP
18	FUNDRAISING
28	COUNTERS
19	FACILITY USE
19	GREEN TEAM
20	TREASURER'S REPORT
20	A PRAYER FOR ST. JAMES'
21	HYMN
22	COMMITTEE CHAIRS 2018

The Leadership of St. James' Church 2018

Vestry Members:

Janice Cipriani (2019)
Pam Laura (2019)
Sam Wood (2019)
Karina Hernandez (2020)
Kathy Erwood-Lacouture (2020)
Nancy Miller (2020)
Chika Okoye (2021)
David Olesen (2021)
Gene Seiter (2021)

Senior Warden

Paul Bartkus (2020)

Junior Warden

Pete Quelly (2020)

Treasurer

Janice Cipriani

Bookkeeper

Barbara Olesen

Minute Recorder

Pam Laura

Vestry Clerk

Pam Laura

Supply Priests

The Rev. Robert J. Solon

The Rev. Dr. Franklin Vilas

Bishop, Diocese of Newark

The Rt. Rev. Mark Beckwith

Convention Delegates

Pam Laura (2019) Chika Okoye (2020) Chris Vitalos (2021)
Alternate: Meg Critchley

Our Staff

Parish Administrator

Julie Mills

Sexton

Pauline Volkert

Music Director

Dmitry Nikolaev

**St. James' Episcopal Church
Hackettstown, NJ**

Annual Meeting Minutes

March 11, 2018

Call to Order

The Annual Meeting was called to order with prayer by Paul Bartkus, Sr. Warden, at 10:45 a.m.

Opening Prayer

Acceptance of 2017 Annual Meeting Minutes

Motion to accept the Annual Meeting Minutes of the 2017 Annual Meeting as submitted are hereby approved.

Motion was made by Nancy Miller and seconded by Jewels Quelly. Motion was passed.

Supply Priest Report

The Rev. Robert Solon reflected on his term at St. James' and his hope for our Church and looking forward.

Recognition

Paul Bartkus as Senior Warden;
Barbara Olesen as Junior Warden;
Julie Mills as Parish Administrator and Pauline Volkert as Sexton.
Dimitry Nikolaev as Music Director
Lorraine Dughi as pastoral minister
Dave Lacouture

Election of Vestry Members and Convention Delegates

Biographical information on candidates was provided to all in attendance. The following slate was proposed by the Nominating Committee:

Vestry: Nancy Miller (2-year term - 2020)
Chika Okoye (3 year term - 2021)
Gene Seiter (3 year term - 2021)
Dave Olesen (3 year term - 2021)

Senior Warden Paul Bartkus (2-year term - 2020)

Junior Warden Peter Quelly (2-year term - 2020)

Delegate to Diocesan Convention: Chris Vitalos (3-year term - 2021)

Alternate to Diocesan Convention: Meg Critchley

Elections:

Motion to accept the Vestry Members and Convention Delegates as submitted is hereby accepted.

Motion was made by Nancy Miller and seconded by Pam Laura. Motion was passed.

Financial Report

Janice Cipriani provided and discussed the 2017 Financial Reports. The Finance Committee was thanked for their continued hard work on such an important matter.

Annual Budget

The 2018 budget was distributed and discussed by Paul Bartkus and Janice Cipriani. The budget was then affirmed by the membership.

Search Committee

Pete Quelly updated the congregation on the Search Committee progress. The Parish Profile was discussed and changes were made to the order of the "Areas of Ministry for Priest" section of the Profile.

Motion to accept the Parish Profile as amended is hereby accepted.

Motion was made by Rachel Aron and seconded by Dan Miller. Motion was passed.

Closing Prayer and Hymn

SENIOR WARDEN'S REPORT

As I prepared for our annual meeting, I looked back at last year's report and reflected on the consistency in our ministries and progress between this year and last. Many aspects seem to remain the same or are very similar. We continue to prosper as a small congregation, even while we are still "in transition" and seeking a permanent priest. While we have said goodbye to some members of our parish family, we have welcomed new ones. In this report you will see that we continue to be a small but mighty congregation. We have maintained a consistent schedule of worship, have maintained or expanded our ministries and continued to be financially prudent.

Although we continued to be in transition, we were blessed in 2018 by the steady presence on the altar by Rev. Solon and Rev. Dr. Vilas. Having a consistent and reliable long-term supply priest is a great benefit to our congregation and we are thankful to both Rev. Solon and Rev. Vilas for sharing their ministries with us.

Our outreach continues to be blessed by the generosity of the angel network, who underwrites our Summer Backpack and our winter Gift of Warmth coat programs. Please read below and see all the lives that have been enriched by the outreach of St. James' parishioners.

Many hands make light work. We depend on you to be the hands that help with the work of the body of this congregation. Please read below to see the opportunities that are available for you to donate your talent and time in our worship, fellowship and outreach activities.

Please also read the reports of our budget and finances. You will see that we are spending at a level that is appropriate for our income without tapping into our endowment and that we are continuing to pay down our mortgage at an accelerated rate. Of course we depend on your generous additional donations to the mortgage fund to accomplish this.

We are called to live lives of service and gratitude. I continue to be most grateful for the work of our Vestry and the folks that serve on our various committees and work groups. I am also thankful that we have the benefit of wonderful staff of people whose work supports us. This includes Julie our parish administrator, Pauline our sexton, and Dmitry our organist and musical director.

Respectfully Submitted,
Paul Bartkus

MISSION STRATEGY

The Mission Strategy group supports our church's outreach ministries. As previously mentioned in past reports, the mission of this group is to concentrate efforts locally, trying not to duplicate programs hosted by other churches or agencies. We may, however, contribute to or support those programs. We welcome opportunities to support outreach undertaken by parishioners in activities that are approved by the Vestry.

In order to support our outreach and our general fund, we sell grocery gift cards from ShopRite and Weis Markets. These stores donate five dollars for every \$100 of cards that we sell. This year we sold just over \$60,000 worth of cards and earned approximately \$2000. This is a decrease from sales in previous years. Please consider joining in this passive fundraising activity. We also transferred \$3000 to the general operating fund of the church. We supported activities for the Yarn Twisters and the Backpack Program. This year's Tree of Giving supported three local families that were identified by our local schools, by collecting more than 60 presents. Our congregation provided these children with gifts that included clothing, toys, games, art supplies and ShopRite gift cards. Thank you to our Sunday School children who also colored paper angels to hang on the Tree of Giving to replace the gift tags that were taken. Thanksgiving, Christmas and Easter holidays were made more joyous for local food insecure families by an ingathering of food, followed by the Sunday School children packing the food into shopping bags that were distributed to local families in need. Thanks to the generosity of our parishioners we again assembled over 60 bags, as well as supplying a donated ShopRite gift card, as a "turkey or ham card". Thanks again to Miss Alicia, Miss Jeanette and Miss Millie for their super bag organizing, packing skills and support. Thank you also to Jerry Sheard for supervising the delivery of those bags.

Respectfully Submitted,
Paul Bartkus

LAY EUCHARISTIC VISITORS

Nearly every Sunday for the past 2 1/2 years, Lay Eucharistic Visitors have brought prayers and communion to Colonial Manor, a senior residence in Allamuchy. Generally, 6 to 8

residents join in the brief service and Eucharist at the facility each Sunday morning. In addition, the LEV's have brought communion to parishioners at their homes upon request. There are currently 7 LEV's, and some weeks we are able to go out in teams. In recent months there have been as many as 10 residents attending the service. The residents of Colonial Manor participated in the Tree of Giving this past December, purchasing winter accessories for a local female student.

Please contact Kathy Lacouture or the church office if you are interested in this part of St James' ministry.

Respectfully submitted by
Kathy Lacouture

YARN TWISTERS

The Yarn Twisters ministry is comprised presently of ladies from St. James' and Heath Village. Knitted and crocheted items such as scarves, hats, and vests are made to be donated to the Seamen's Church Institute, an ecumenical agency affiliated with the Episcopal Church. The Institute provides pastoral care and other needs to the mariners who work aboard cargo ships arriving in Port Newark, New Jersey. Linda Miller was the person who began this ministry at St. James' and coordinated it for many years. Although Linda is residing now in South Carolina, she continues to knit for St. James' and will be sending her articles to NJ in time for delivery to Port Newark in December, thanks to Gerry Sheard.

For the last several years Pat Taylor has coordinated the contribution of items from the Needle Workers who reside at Heath Village. We are so fortunate to combine their beautiful items with those made by St. James' parishioners Wendie Germain and Linda Miller. With the help of the Needle Workers three boxes of donations were taken to the SCI in December of 2018.

Other Episcopal Churches in the diocese of Newark also participate in this ministry. If you are interested in more information about the Seamen's Church, visit their website at www.seamenschurch.org. Also, if you would like to participate in this outreach feel free to see me. I can share patterns that were compiled for us by Linda Miller. Your help would be most appreciated. Finally, thank you to all who donated their time and talent this past year.

Respectfully submitted,
Phyllis Bartkus

SPECIAL EVENTS

The Special Events Committee continued to plan events to enhance fellowship throughout the year and met most months on the 2nd Tuesday of the month. The committee has joined with Fundraising Committee and Stewardship Committee to assist with some specific events. The

committee is open to ideas for new events and is always looking for new members. If there is something you would like to suggest, please contact us via the office stjames214@comcast.net or send to lockwood88@comast.net.

Activities of 2018

January : Boars Head Epiphany Dinner
March: Assist with Annual Parish Meeting
March: St Patrick's Day Dinner
April: Farewell Brunch for Father Solon
July: Mini Golf Outing
October: Community Day
October: Bunco Night
November: In Gathering Dinner

Respectfully submitted by
Kathy Erwood Lacouture

PROPERTY MAINTENANCE

Saturday Maintenance Morning crews meet at least twice annually to make minor repairs and touch-ups here and there, and if needed, attend to a specific project. Typical projects involve changing the filters in the air handlers for the Snyder Hall air conditioners, replacing burned out light bulbs, making sure the pews are attached tightly to the floor, and cleaning debris out the gutters. This year we replaced a couple of ceiling light ballasts and made repairs to our emergency exit signs by replacing the back-up batteries. Outside, the gardens were raked, weeded and spruced-up with trimming and replacement of seasonal flowers for the pots.

This year we were made aware of several requirements as a result of a site visit by the fire inspector. We installed the first phase of an automated fire alarm system for the Snyder Hall's windowless basement and initiated compliance with semi-annual inspections of our kitchen exhaust hood. Additional work will be scheduled to extend the alarm system through the basement and to the furnace room under the sanctuary.

As mentioned previously, we continue to be blessed with property and structures that facilitate our worship, fellowship, and outreach. Faithful stewardship of our property will insure that it is available for future generations. The key to maintaining it is to make repairs when they are still minor, and before they become too extensive. To that end, please remember that if you see something that may need repair, say something to a warden or vestry person.

Respectfully Submitted,
Paul Bartkus

NORTH PORCH

St. James' became host to North Porch in October of 2011. North Porch Women's and Infants' Center is a non-profit organization which provides emergency seven-day supplies of formula, diapers, baby food, clothing, bed linens and other items for needy mothers who are referred by social agencies that work cooperatively with some of the area churches. A project of the Episcopal Church Women in the Diocese of Newark, it also maintains sites in Newark, Paterson, and Dover.

On behalf of the North Porch Board, The Rev. Margaret Otterburn extends thanks to St. James' for the space to serve needy families in the Hackettstown community.

COFFEE HOUR

Coffee Hour extends our fellowship at God's holy table (the altar) to the tables in Snyder Hall!

We enjoy goodies, catch up with each other, collect children from Sunday School, read the latest Journal or...sign up to host a Coffee Hour!

You can sign up to host a Sunday this year. There is always a signup sheet in the Great Hall. We have hosts who are celebrating a family event like birthday or baptism, hosts who like to bake, and hosts who like to bring Shop-Rite goodies! We also love to have your group (Vestry, Sunday School, Altar Guild, etc.) host a coffee hour, and that makes the work easier. As a church which believes strongly in accessibility, our goodies are not all sweet but often include cheese and crackers or fruit.

We would love you to host a coffee hour! Your setup responsibility is to continue to make the coffee for after the 10 am service using our brewer (coffee is premeasured and easy to prepare!), bring and set out the goodies, and clean up or arrange for cleanup. Think about teaming with someone else and divide prep and cleanup.

Join us in celebrating what Episcopalians have called "the eighth sacrament"!

FAMILY BREAKFAST

Pete Quelly has taken the lead of the famous Sunday Breakfast usually held on the first Sunday of each month, except during Lent and Summer. He usually has the help of Millie and also big help from Pam. The team has been preparing breakfast classics as well as offering some dishes such as , interesting quiches, and morning casseroles. The team is really in need of volunteers to help. We are now asking folks to take turns setting up the tables for breakfast either the day before or early in the morning of the breakfast. This includes arranging tables and setting out salt and pepper and other condiments and making sure plates, napkins and utensils are in place. And we also need help in cleaning up after all Coffee Hour and Breakfast mornings after

the 10 AM service. Thank you to Phyllis B, Barbara O and Cathy L for helping with the cleanup on a regular basis.

Respectfully Submitted,

Pete Quelly

ST. FIACRE'S GUILD, THE GARDENERS

Thank you to all those who participated in the two maintenance mornings held in 2018. One of the tasks listed for those mornings was the care of the St James' gardens by parishioners known as the St. Fiacre's Guild, a title given to our gardeners long ago. (St. Fiacre was a Medieval monk who became famous for raising medicinal herbs.)

Our volunteers take pride in maintaining the appearance of our church property, doing our best to create a positive and inviting impression to complement our lovely, historic building.

In April, 2018 the chilly weather was not our friend, but volunteers raked and tidied the gardens as best we could. Later in October, rain held off on our schedule date and we had more help pruning and weeding. The gardens were made clear of the debris of winter by raking them and our property looked so much better!

In December after the "degreening" of St. James was completed, Meg Critchley, Altar Guild chair, suggested that we compost the poinsettias which decorated the altar at Christmas, and were not taken by anyone. Instead of putting them in the trash, they were saved in order to reuse the soil and compost the plants to be used as mulch in the future.

Also, in keeping with the philosophy of our newly- created green team, this coming spring we hope to make batches of weed-killer, using non-toxic ingredients, to help control the weed problem, thanks to research provided by David Lacouture.

In 2019, the two dates of scheduled maintenance mornings will be announced in church and published well in advance. Whatever amount of time you can donate on a Saturday morning would be so appreciated. Please consider joining us.

Respectfully submitted,

Phyllis Bartkus

ALTAR GUILD

Altar Guild is the fellowship of those who minister at the Lord's altar caring for the vessels, linens, and vestments. We work within the sanctuary with a spirit of reverence for God's house and worship, His word and sacraments. By doing this work behind the scenes, the Altar Guild allows worship to happen for the congregation.

St James' Altar Guild functions with four teams of two women (and sometimes men) who prepare for the weekly Eucharist, care for the sacred vessels and linens, and serve the congregation by arranging for other liturgical services. This requires about one hour of work on either Friday or Saturday at a mutually convenient time set by the weekly team members. Preparations for Easter and Christmas and special services such as weddings and funerals involve the joint efforts of all teams.

A local dry cleaner donates his services to help clean and maintain the vestments, paraments, and frontals. One Altar Guild member washes and irons the linens used at the Eucharist. Replacement linens are purchased whenever stubborn stains made them no longer liturgically white and holes begin to appear due to continued wear and tear. A local independent solo floral designer provides quality arrangements. Christmas wreaths and poinsettias and Easter plants are purchased from Godlewsky's in Great Meadows.

Five new members who joined our ministry in early 2018 have rotated into the weekly schedule working with an experienced member. Jayne Mutascio, Sam Wood, Wendie Germain, Janel Jenkins, and Paige Schmiedeke all have become valued members of the Altar Guild ministry. Marge Schfatez retired from Altar Guild during the summer after she relocated to Florida. We are grateful for her service...albeit brief.

The Altar Guild is thankful for the continued support of the St James' parishioners. Without your generous contributions we would not be able to have the beautiful flowers for our weekly Eucharist and Christmas and Easter. Parishioners are encouraged to sponsor weekly flowers in memory of departed loved ones or in thanksgiving for special occasions by selecting the particular Sunday as found in the altar flower donor booklet in the Narthex. Cost is \$25 for two arrangements; check made out to St James' with "flower donor" in the memo line can be placed in the regular collection or mailed to the Parish Office.

Meg Critchley

USHERS

The main responsibilities of our ushers include collecting the offering, assisting during communion and preparing the church for the next service. However, just a friendly "Hello" or "Good

Morning” or smile is the most important function of the ushers/greeters. A warm welcome on a Sunday morning into a place we are familiar with, or for first-time attendees can set the tone for a more meaningful and positive experience.

For anyone who would like to participate in a ministry that requires minimal training or preparation, but one that is significant in many ways, you can just see any of our current ushers or wardens for additional information.

Thank you to all of our current ushers.

Respectfully submitted,
Janice Cipriani

MUSIC COMMITTEE

This has been a rather subdued year for our music program. While we do not have a formal choir, Dmitry has continued to develop his repertoire of Episcopal hymns and has joyfully gone about learning the rhythms of our congregation. To enhance the worship experience and encourage the participation of those who love to sing hymns a “choir in the pews” was established. This makes the choir more assessible to those who can not climb the stairs to the choir balcony where practice usually takes place. This has proved to be quite successful since it allows those interested to go over hymns in advance and to lead the congregation in hymns from the pews. We would like to encourage all who may be interested to join us after the 10 am service for a brief practice.

We look forward to a more productive year as Dmitry continues to conduct the choir in the pews, and we hope that more of us will seek to participate in this very vital aspect of the church. Thank you all and come join us as we make a joyful noise!

Chika Okoye
2018

AUDIT COMMITTEE

The 2018 St. James’ Audit Committee of dedicated and committed members of the church carefully followed the Diocesan audit guidelines to review and analyze financial documents, methods and procedures for the period between January 1, 2017 - December 31, 2017.

The Committee’s job was once again made straight forward through the thorough document management system under the direction of the Parish Administrator. As a result, documents were again easily accessible and organized. The Committee was able to quickly review and certify that documents and fiscal operational controls were to accepted and established standards and protocols.

The Committee was provided clear explanations regarding the figures used on the Parochial Report and annual budget.

The only recommendation was that the Vestry vote to reaffirm annually that, without a Rector, monies targeted to the former Rector's Discretionary Fund be dedicated the St. James' Discretionary Fund and be available for the same purposes. Despite the recommendation made, the Committee recognizes that, in practice, these funds were accounted, reconciled and dispersed in accordance with their intended purpose.

The 2017 Audit Report was submitted to the Vestry on June 2018 on deadline.

Submitted by,
David Lacouture

ST. JAMES' JOURNAL

The Journal serves to connect a wide readership to the life of St. James' including people at home, friends, and others beyond our community. The newsletter is distributed by mail or email to more than 100 families or individuals on the first Sunday of each month.

The email Journal helps to save postage, paper, and trees. The email edition allows you to see our photos and illustrations in color. It is also available on our Church website's home page, along with archived copies of previous editions. As of year-end, we were emailing to over 3/4th of our subscribers, and print mailing the other remainder. The Journal is still available in a hard copy to either pick up at church or receive by mail. Sign up to receive the Journal by email at stjames214@comcast.net

Ten monthly issues in 2016 featured Stewardship Letters, Vestry Updates, upcoming events or programs, and parish life and outreach information. The Journal featured articles and pictures about Maintenance Mornings, Special Events, Fellowship Dinners, Service schedules, Sunday School events; special seasonal events were also featured along with pictures.

The Journal's content and production depend on the contributions of many. Our thanks go to all who contribute articles, pictures and information about our parish life. The articles highlight the dedicated and ongoing service of everyone from Altar Guild to Music and Worship, Sunday School teachers and those serving as committee chairs.

Please think about contributing to the St. James' Journal. The deadline is the last Sunday of the month, in order that it may be distributed on the 1st Sunday of the following month. Personal reflections in poetry or prose, milestones, information or reports on church life, services available in our community and photos are more than welcome. All articles should be submitted to stjames214@comcast.net **and** olesen@comcast.net. Do you have an idea for a new feature or any suggestions or comments? Please let us know!

Respectfully submitted,
Barbara Olesen

COMMUNICATIONS AND PUBLICITY

There's always something new and exciting going on at St. James! Below are some ways for you to keep informed.

St. James' Website www.stjameshackettstown.org

Thanks to Webmaster Mary Echeverria our website is up-to-date with everything you need to know about St. James. Visitors can easily find out who we are and what we do. Worship Times, Calendar of Events, Monthly Journal, Committee Meetings and much more can be found on our website. Don't forget to check out the pictures of recent events and dates and times of upcoming events!

Monthly Journal

Please be sure to check out the journal. It contains many articles about what is going on with the mission and ministry at St. James. The journal is available on our website and in hard copy. Your articles and pictures are always welcome for inclusion in the journal!

Email from St. James

St. James' sends Constant Contact reminders about special events, family breakfasts and special worship schedules to name a few. If you are not receiving these emails you can request to be added through the St. James' website or by contacting the church office at stjames214@comcast.net.

Facebook

Visit the St. James site on Facebook. You'll find information about special worship schedules, announcements, notifications about upcoming events and even the occasional trivia question. Check it out and don't forget to 'Like' us!

Weekly Bulletin

Thanks to Julie Mills the weekly bulletin is loaded with announcements and upcoming events.

Local Papers

Julie also sends announcements and articles to local papers. Make sure you keep an eye out for St. James' in the papers.

Respectfully submitted by
Jayne Mutascio

SUNDAY SCHOOL

St. James' Sunday School continues to meet three of four Sundays a month at 10 am in the Parish Hall. Currently, there are 10 students, from Pre-K to 5th grade, enrolled in Sunday School, and an average of approximately 6 students attends each week. The teachers/coordinators this year are Alicia LaForge and Jeannette Nolan. Millie Quelly provides support as an assistant teacher. Sunday School students participate each year in sorting and bagging up the donated food for the Mission

Strategy Committee at Easter, Thanksgiving, and Christmas. The children also continued the tradition of making and distributing Valentine Cards for residents of House of Good Shepherd. This year the children participated in a new parish initiative to celebrate the Creation Season by learning about different ways they can become earth stewards, and participating in the clean-up of a local park. The children also participated in a fundraising project to raise money to buy a pig for the Good Shepherd Home in Cameroon, Africa. To round out the school year, the children will continue the tradition of handing out flowers to parishioners on Mother's Day, and an end of year party is being planned for the last Sunday of the Sunday School year in May.

Respectfully submitted,
Alicia LaForge

A GIFT OF WARMTH

The Gift of Warmth Program started and maintained for the past many years by Peg Faust was very sorry to lose her warm presence this year due to personal reasons. She was still able to set up contacts with several groups in need and we thank her very much for all her efforts.

The program expanded its reach to include all of the grade schools in Hackettstown and a homeless shelter near Newark. We also served the entire school district of Mount Olive, and our own local North Porch families. We are looking into expanding to include the Hackettstown High School needs next year.

Our courageous shopping staff of Sam Wood, Jane Mustachio, and Pam Laura managed to source and label the coats for purchase and distribution this year. They were the true angels of this program putting in hours of work to find the coats so desperately needed. Thank you so much to our hard working buyers.

In addition to coats, we supplied multiple pairs of heavy sock, hats, scarves, and heavy gloves to the homeless families we served. This year our most generous funding Angel helped 243 souls to the Gift of Warmth.

This entire program relies heavily on the generosity and help of Kohl's department store. They made it possible to reach over 100 people more than we could have without their help. Please visit your local Kohl's and support them. We owe them a huge thanks. We were at the Mansfield, Succasunna, and Newton Kohl's stores. Each store was very gracious in their aid to our program. Thank you Kohls.

Respectfully submitted,
Nancy Miller

SUMMER BACKPACK

St. James distributed back packs (or bags filled with food) twice monthly in July and August 2018.

We offer the program to the students in the immediate Hackettstown elementary school districts who currently qualified for assistance.

The potential recipients were contacted through the school district, who then sent the recipients' information to St. James. This year, our program protocol included reaching out to the potential recipients via telephone to confirm their participation and the number of children in the household. This step proved very helpful as this communication began a relationship with receivers, as well as provided bits of insight that we otherwise might not have had. In addition, all recipients were sent postcards that we required they show us every week in order to receive bags.

There were some additions made to our list based on need and requests. Each request was carefully considered. It was not our intention to be exclusive, only to respect the time and energy of our volunteers and the guidelines we established.

As far as volunteer participants go, our parish is blessed with the best. An average of 7 volunteers per task joyfully unloaded, packed, and gave food to about 50 children of 25 families per each "give" day.

This year, we were also blessed to receive a donation of approximately \$300 from our brethren from the Hackettstown Presbyterian Church because they were impressed by our ministry and wanted to positively support it.

Our biggest need for the upcoming season is additional volunteers to help us on delivery days. Many hands make unloading the truck and setting up for "pack day" quick and light work. Please consider how you might join our team this coming summer

Respectfully Submitted,
Jewels Quelly

PRAYER MINISTRY

The Prayer Ministry is a group of parishioners and others who faithfully pray, each in our own way, wherever each of us lives or works, for people known or unknown to us when they are in need of prayer. Prayers might be requested for someone who is critically ill, preparing to undergo surgery or in recovery, struggling with life issues or mourning the loss of a family member or friend. We have prayed for people in hard times, families in crisis, and people who have lost a job. We pray for the protection and care of loved ones. And we pray in thanksgiving for those celebrating joyful life events!

Email requests for prayers are sent to olesen@comcast.net. Many of the requests are confidential and we faithfully hold those people and their requests for prayer in our confidence. Members are notified by e-mail.

We welcome all who would like to pray for others in their time of need. Please consider becoming a part of this ministry. Speak to Barbara Olesen or notify the church office at stjames214@comcast.net.

Respectfully submitted,
Barbara Olesen

CARES

The CARES group continues to provide meals for parishioners in immediate need. We have delivered food to several families in 2018. We also try to provide transportation to doctor's appointments when there is a need. The CARES group is always looking for someone who can provide a meal on occasion. Please contact Barbara Olesen (908-850-5645) if you are interested.

Respectfully submitted,
Barbara Olesen

STEWARDSHIP

At St. James' we believe that stewardship is a year-round practice that goes hand-in-hand with discipleship. We encourage all our congregation to prayerfully discern their stewardship commitment to the ministries at St. James' throughout the year, not only by their financial pledges, but also by their participation in our ministries.

This year's Stewardship Sunday featured the preaching of John McKinney who spoke of acts of giving as acts of gratitude for the gifts God has bestowed on us and called us to continue the stewardship of this parish that was begun and continued by previous members of this faith community. You can read his inspiring words on our webpage. Our stewardship awareness activities again included an in-gathering fellowship dinner. This fine evening was well attended and again featured the talents of our many pot-luck chefs and a Pete Huyrk production of the Match-Family Feud Game. The next Sunday all the pledge cards were presented for acceptance and blessing at our altar. This year's call for pledges has been answered by 37 families to date. This is down from last year's number of 39. We have commitments for the for the General Operating Fund of \$67,700 which is down from last year \$69,206. This year's average individual annual pledge, however, is up from last year. Last year the average pledge was \$1,775, while this year it is \$1,830. This year 28 families have pledged \$32,600 to the Building Fund. This is an increase from last year's \$22,486, which was pledged by 25 families (dollar numbers have been rounded).

We are grateful for the blessings of all the support and gifts of time, talent and treasure that are offered up to our church for its mission and ministries. Please remember to review both sides of your pledge card. You can always update a commitment.

Respectfully Submitted,
Paul Bartkus

FUNDRAISING

Fundraising for 2018 is as follows: Gertrude Hawk Spring and Winter candy sales, \$431.76; Golf Outing, \$6623.74; Rummage Sale Spring, \$585.00; eBay, \$48; Shop with Scrip, \$665.16; Amazon Smile, \$70.45; St. Patrick's Day Dinner, \$416.02. The total raised from these events was 8,840.13!

We are running some of the same fundraisers as last year. We will not be holding a Rummage Sale during the town wide event this year as we do not have enough donations. Perhaps we will be able to do this in the fall. We no longer have a person to sell eBay items. If you or someone you know is interested in this, please let me know. If you have ideas for fundraising please let me know. Every little bit helps in order to support the mission and ministry of St. James'.

We were able to make \$70.45 from Amazon Smile this year. While this is not a large amount, it took no effort to do this. Please consider signing up and asking friends and family members to do this to support St. James'. Just go to smile.amazon.com and select St. James Episcopal Church in Hackettstown and a portion of your eligible purchases is donated to us! You shop as usual using Amazon Prime (if you have it) and any other discounts or gift cards. Thank you for trying it out!

Please watch for future fundraising events in the Journal and Sunday bulletins. Thank you for your support, for all the time, talent and treasure you so willingly give to St. James'.

Respectfully submitted,
Barbara Olesen

COUNTERS

Many parishioners have chosen to go the electronic route to keep on track with their pledges, but we still need to have an account of the offerings on Sunday morning and that is when "counters" are needed.

On Sunday mornings after the 10AM service, there are volunteers quietly working in the Mitcham House office. Their responsibility is to count/record the pledges/donations/memorials from both services for that particular day and then prepare deposit tickets for the bank deposits.

Currently there are four teams (two per team) that rotate Sundays so that volunteers are usually scheduled every four weeks.

If this is a ministry that interests you, we'd be happy to "train" you according to our policies and procedures, and welcome you to our team.

Please contact the church office if you would like to be a counter.

Respectfully submitted,
Barbara Olesen

FACILITY USE

St. James' facilities are available to both our parishioners and outside organizations. Guidelines for use of the buildings and donations are available through the church office or on the St. James' website. A Building Use Application should be completed and approved by the Senior Warden prior to using the facilities. Please call the church office and speak with the Parish Administrator if you are interested in using the St. James' facilities.

Offices for the priest and parish administrator are located in the Mitcham House. Space is provided there for the Joseph T. Quinlan Bereavement Center and Literacy Volunteers of Sussex County. The Mitcham House also serves as the meeting place for most committee meetings.

Since 2011, we have provided space in Snyder Hall for the North Porch Program, the Summer Backpack Program and the Church of El Shaddai, whose congregation holds twice weekly worship and Bible study in Snyder Hall.

GREEN TEAM

St. James' formed a Green-Team in 2018, inspired by the sermons of Rev Skip Vilas during the Season of Creation in the fall. The team's mission is to assess behaviors and practices both at church and at our collective homes and ensure they strive toward protecting God's gift of the natural world that sustains us and give us all life and is so important for future generations.

The team first choose to educate itself on the concepts of daily environmental stewardship and review current practices related to proper recycling and product selection. The goal is to start small and raise awareness within the St James 'community. The team has started ,and will continue, providing environmental friendly tips and reminders in church publications and making recommendation for change. In addition to changing or modifying practices at church and at home, someday, the Green Team would like to help St James' play larger role in the wider community to facilitate the protection and thoughtful use of the environment as a whole. The Green Team is David Lacouture, Pauline Volkert, Phyllis Bartkus and Gene Seiter. New members are always welcome. Meetings will begin again shortly and will be announced soon.

David Lacouture

TREASURER'S REPORT

St. James' uses a unified budget that includes both operating and building income and expenses. The building income and expenses are shown as line items for specificity.

There are currently two checking accounts within our financial system: The Operating Account and the Building Account. The Snyder Fund is a separate investment account

The Operating Account is used for the day- to- day operation of the parish. The funds used to support this fund come from pledges, special offerings, fundraising and other undesignated income. The expenses include salaries, utilities and any other miscellaneous expenses.

The Building Account is used primarily for mortgage payment, major repairs as well as any other significant improvements needed in our church buildings. This account is funded with pledges and specific donations or bequests. We have also added envelopes designated for payment of the mortgage principle.

The Snyder Family Endowment Fund continues to be an investment account with a balance of approximately \$166,000. This is down from 2017 because of the fluctuations in the Stock Market. This investment account earns interest that can be used to supplement our operating expenses if necessary. Please note that we have not used these funds in several years.

Respectfully submitted,
Janice Cipriani

A Prayer for St. James' Church

*Almighty and everliving God,
ruler of All things in heaven and earth,
Hear our prayers for this parish family.
Strengthen the faithful, arouse the careless,
and restore the penitent.
Grant us all things necessary for our common life,
and bring us all to be of one heart and mind
within your holy Church;
Through Jesus Christ our Lord.*

Amen.

Hymn

Lead us, heavenly Father, lead us
O'er the world's tempestuous sea,
Guard us, guide us, keep us, feed us,
For we have no help but thee,
Yet possessing every blessing,
If our God our Father be.

Savior, breathe forgiveness o'er us;
All our weakness thou dost know;
Thou didst tread this earth before us;
Thou didst feel its keenest woe;
Yet unfearing, persevering;
To thy passion thou didst go.

Spirit of our God, descending
Fill our hearts with heavenly joy;
Love with every passion blending
Pleasure that can never cloy;
Thus provided, pardoned, guided,
Nothing can our peace destroy.

2018 COMMITTEE CHAIRS

SENIOR WARDEN	Paul Bartkus
JUNIOR WARDEN	Peter Quelly
MISSION STRATEGY	Paul Bartkus
YARN TWISTERS	Phyllis Bartkus
SPECIAL EVENTS	Kathy Lacouture
PROPERTY MAINTENANCE	Paul Bartkus/David Lacouture
FAMILY BREAKFAST	Peter Quelly
ST. FIACRE'S GUILD	Phyllis Bartkus
ALTAR GUILD	Meg Critchley
USHERS	Janice Cipriani
MUSIC	Chika Okoye
YOUTH CHOIR	Pam Laura
AUDIT COMMITTEE	David Lacouture
ST. JAMES' JOURNAL	Barbara Olesen
CHRISTIAN EDUCATION FOR CHILDREN	Alicia LaForge
A GIFT OF WARMTH	Peg Faust/Nancy Miller
PRAYER MINISTRY	Barbara Olesen
CARES	Barbara Olesen
STEWARDSHIP	Paul Bartkus
FUNDRAISING	Barbara Olesen
COUNTERS	Barbara Olesen
FACILITIES	Wardens
GREEN TEAM	David Lacouture
TREASURER	Janice Cipriani