

ST. JAMES' EPISCOPAL CHURCH
HACKETTSTOWN, NJ
ANNUAL MEETING FOR YEAR 2020



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The Leadership of St. James' Church 2020

Vestry Members:

2021 Karina Hernandez-Merchak

2021 Kathy Erwood-Lacouture

2021 Chika Okoye

2022 Anne Dutton

2022 Pam Laura

2022 Meg Critchley

2023 Janice Cipriani

2023 Marvin Walker

Senior Warden

Peter Quelly

Junior Warden

David Olesen

Treasurer

Janice Cipriani

Bookkeeper

Barbara Olesen

Minute Recorder

Pam Laura

Vestry Clerk

Pam Laura

Priest-in-Charge

The Rev. Wayne Sherrer

Bishop, Diocese of Newark

The Rt. Rev. Carlye Hughes

Convention Delegates

Nancy Miller	1 Year Term	2021
Meg Critchley	2 Year Term	2022
Peter Quelly	3 Year Term	2023
Sam Wood	Alternate	

Our Staff

Parish Administrator

Julie Mills

Sexton

Pauline Volkert

Music Director

Dmitry Nikolaev

**ANNUAL MEETING
ST. JAMES' EPISCOPAL CHURCH**

**ANNUAL MEETING ST. JAMES' EPISCOPAL CHURCH
JANUARY 26, 2020 MINUTES**

Call to Order Paul Bartkus

The Annual Meeting was called to order by Paul Bartkus, Sr. Warden, at 10:22am.

Opening Prayer Rev. Wayne Sherrer

Acceptance of minutes of Annual meeting 3/10/2019 Pam Laura

Motion was made by Dave Olesen and seconded by Phyllis Bartkus to accept the minutes of the March 10 2019 Annual Meeting. Motion passed.

Priest In Charge Report

Fr Wayne provided insight into plans around safety in our buildings and during our services and meetings. Plans include a fire drill including the Sunday School, and the organization of a Safety Committee chaired by Anne Dutton and having Dave Lacouture and Marvin Walker as members.

Recognitions Paul Bartkus & Pete Quelly

The following were recognized for their time on the St. James Vestry through 2019: Kathy Erwood Lacouture, Karina Merchak, both of whom volunteered to continue on Vestry. Pauline Volkert, our Sexton, was recognized and thanked for her continued dedication to St. James. Julie Mills was recognized for on-going work as our Parish Administrator.

Meta Moloney was recognized posthumously for her bequest of \$81,000 to our Parish. This will go towards the restoring of the most damaged stained-glass windows.

Nomination Committee Report Paul Bartkus

The following slate of candidates was presented:

Sr. Warden: Peter Quelly (2 yrs, 2022)

Jr. Warden: Dave Olesen (1 yr, 2021)

Vestry: Janice Cipriani (3 yrs 2023)

David Jenkins (3 yrs 2023) *Note: David subsequently had to step down and was replaced by Devin O'Conner

Marvin Walker (3 yrs 2023)

Delegate to Diocesan Convention (3 yrs): Peter Quelly. Pete joins current delegates Nancy Miller (term ends 2021) and Meg Critchley (term ends 2022).

Elections

Pam Laura

Both slates of candidates were accepted by acclamation.

Financial Report

Janice Cipriani

Janice Cipriani presented the statement of financial standing for 2019 and reviewed the proposed 2020 budget.

Acceptance of Annual Budget

Paul Bartkus & Janice Cipriani

A motion to accept the 2020 budget as presented was made by Pam Laura and seconded by Dave Olesen. Motion passed.

Questions/Remarks from the floor

Barbara Olesen recognized Paul Bartkus for his tireless leadership during our transition time.

A tentative date for the 2021 Annual Meeting was set for February 14, 2021.

Closing Prayer and Hymn

The meeting was called to a close at 10:52am by Sr. Warden Paul Bartkus.

Submitted by Pam Laura, Clerk

Priest's Report for the Year 2020

St. James' Episcopal Church
Hackettstown, NJ

Worship from the Parish Register

	2020	2019
Sunday Eucharists	27	84
Total Sunday Attendance		
Average Sunday attendance	48 (pre 3/1)	42.4
Weekday Eucharists	2	8
Private Communion	11	45
Sunday Morning Prayer – In Person	8	3
Sunday Morning Prayer – On Line	41	0
Weekday Daily Office	5	4
Baptisms	1	0
Confirmations	0	2
Marriages	0	0
Burials	5	2
Easter	0	80
Christmas	0	124

Deaths:

Ellen Infante
John W. Hannigan
Marjorie Schafetz
Margaret Faust
Adelaide Richter

PRIEST'S REPORT

Grace to you and peace from God our Father and the Lord Jesus Christ.

This past year has been unlike any that we can remember. After a favorable beginning, we found ourselves in uncharted waters with the arrival of a global pandemic. As infections and deaths climbed dramatically last March, we needed to halt in-person worship as a way to love our neighbors and ourselves. Without the equipment or expertise to livestream our worship, I began to record and to publish online the weekly worship for our parish. I was assisted by numerous individuals who recorded scripture readings and music. Our parish administrator faithfully began emailing the bulletin to all who could receive it and snail-mailing the bulletin to those without internet access. Some of our shut-ins and members who had moved far away were able to enjoy our online worship and to socialize with us during the Zoom coffee hour. Through the Journal, Constant Contact and the Prayer Ministry, Barbara Olesen did a terrific job of informing the parish and enabling people to share joys and to bear one another's burdens. Our outreach ministries of Summer Backpack and Gift of Warmth had to make some adjustments, but were still able to address the need in our community. We have been blessed so that we may be a blessing.

With the generous hospitality of Ron and Janice Cipriani we were able to have outdoor in-person worship in their back yard for the months of September and October. This was especially appropriate as we celebrated the Season of Creation and the Blessing of the Animals under the open sky amid the songs of birds and the whispering trees. Having improved the ventilation in our sanctuary, we moved indoors during the cooler months of November and December, until the rising infection rate forced us back to worshipping only online. By spacing them over three hours, we were able to welcome many of our families into the church for Stations of the Creche on Christmas Eve.

Through daily inspirational posts on our Facebook page, I continued to touch the lives of many inside and outside our parish. My participation in the Mount Olive Clergy Association provided opportunities for education, fellowship, and a shared response to the needs of our wider community with God's children in other Christian, Jewish and Muslim congregations.

May God's blessing continue to rest upon us as we follow Jesus in the Way of Love.

Peace,

Wayne+

SENIOR WARDEN'S REPORT

As we observe the passing of another year in St. James' history, we acknowledge that this has been a year like no other. Despite the restrictions put on so many aspects of our lives, especially gathering for worship, if we carefully look at the details, we have persevered and even excelled in some areas.

- We continued our weekly Sunday Morning prayer, faithfully delivered to us by Father Wayne via the online resource of YouTube and Facebook followed up by a weekly coffee hour that is generally well-attended and is always pleasant fellowship
- More than half of our stained-glass windows received a complete overhaul, thanks to a bequest from Meta (Mae) Moloney. Her generous gift allowed the windows to be taken apart, cleaned, and reassembled by Lamb Studios
- Installing ventilation in the sanctuary was already on our to-do list, and Covid requirements gave us the extra nudge to install additional air flow in the choir loft
- New environmentally friendly LED lighting was installed throughout the church complex
- Both of the front pew divider/book rests were structurally fortified and are much less wiggly
- Our church complex has been made more user friendly with the addition of signage pointing towards handicap-accessible entrances, restrooms, and Snyder Hall

I would like to thank all the parishioners and their ministries for helping St. James the best way they can, by helping each other.

Respectfully Peter Quelly, your Sr. Warden

MISSION STRATEGY 2020

The Mission Strategy group supports our church's outreach ministries. Each year we begin our report by stating that the goal 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 also support ministries associated with the regional or national Episcopal church. We welcome opportunities to support outreach undertaken by parishioners in activities that are approved by the Vestry.

St James' uses the motto, "We feed people." While this year has been different from any other, the relevance of this motto has never been more apparent. The restrictions imposed by the covid-19 pandemic forced our parish to revisit how we provided ministry in an environment with physical distancing and limited group contact. We began our planning in March for the Summer Backpack Program. Our discussions concluded that, while we would continue to pursue funding from our "Angel", we would try to generate a self-funded effort to provide grocery card support to our families because we could not foresee what was in store for us. We were sailing in uncharted territory. We decided to begin

an outreach to parishioners to contribute \$25 ShopRite cards. This continued through the summer and fall. In total, our congregation donated over \$3000.00 in ShopRite cards which were used to supplement our food bag efforts.

For the summer we were blessed by the leadership of Liz Wolosin who secured the funding from our “Angel”, contacted participants, purchased food supplies, and coordinated volunteers to in-gather, pack and distribute food bags to our families. Although our scope was somewhat reduced, we accomplished supplying supplemental kid-friendly foods along with gift cards for roughly 20 families three times. We also provided an additional round of food to some families prior to Thanksgiving and Christmas.

We were able to maintain our past practice of supporting two families through the Tree of Giving at Christmas, thanks to the efforts of the Lacouture family, and provide holiday food bags for fifteen families over Thanksgiving, Christmas and Easter. Thanks go to Jerry Sheard, Kathy Lacouture and Liz Wolosin who distributed the bags.

Our committee delivered to the Seaman’s Church Institute knitted goods made by the Yarn Twisters and as well as extra Halloween candy collected through a parish in-gathering. We once again contributed financial support to the children in the Good Shepherd Home in Bamenda, Cameroon. Finally, we provided “tactical” support for the “Gift of Warmth” coat drive at Christmas.

While this has been a year like no other, our parish found ways to continue its mission to “feed people” both physically and spiritually.

Submitted,

Paul Bartkus

Lay Eucharistic Visitors Ministry

Nearly every Sunday for the past 4 1/2 years, Lay Eucharistic Visitors have brought prayers and communion to Colonial Manor, a senior residence in Allamuchy. Generally, 3 to 4 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. St. James’ provides interested residents with *Forward: Day by Day*. The residents of Colonial Manor periodically make donations to St. James’ church. Due to the pandemic and the safety concerns of residents and our LEV’s visits to the residence stopped in early March of 2020 and the goal is to resume the visits at some point in 2021. Guidance from the Bishop and the policies of the residence will dictate when the visits return. We have been able to provide the *Forward: Day By Day*

by dropping them off for interested in residents in the lobby.

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

Kathy Erwood Lacouture

YARN TWISTERS

Yarn Twisters is the title given to the people from St. James' Church who knit or crochet items which are donated to the Seamen's Church Institute in Port Newark for the Christmas At Sea program. The Institute, which is affiliated with the Episcopal Church, ministers pastoral care under the direction of a chaplain to seafarers aboard cargo ships which dock at Port Newark.

In the fall of 2020 over 100 hand-made items were delivered to the SCI from members of St. James', in conjunction with the Needle Workers group from the Heath Village Retirement Community, and a Yarn Twister member of St. James' who has retired to SC and shipped a huge box of knitted goods to add to our donation.

We learned that the gift boxes for the seafarers include snack-sized candy and travel size toiletries. Knowing this, we reached out to our parishioners asking for any suitable remaindered Halloween candy. When this was collected, a second trip was made to Port Newark in November to deliver the candy before Christmas.

Our talented knitters continue to create beautiful work and we already have a sizable start for our 2021 fall donation. This St. James' outreach ministry is greatly appreciated by the SCI Christmas At Sea program and we are so grateful to all those who participate in order to make this possible. If you enjoy knitting and would like to participate in this ministry, please contact me. We always need knitters!

Phyllis Bartkus

Special Events Committee Report

The Special Events Committee continued to plan events to enhance fellowship until early 2020. Due to church gathering and church building restrictions the committee needed to cancel several events over the course of the rest of year. The committee has joined with Fundraising Committee and Stewardship Committee to assist with some specific events in the past year. 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.

Stay tuned for 2021 events that we hope to plan and host.

Activities of 2020:

January: Boars Head Epiphany Dinner

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 of the gutters. This year Pete Quelly and Dave Oleson replaced almost every light bulb in the building with led bulbs, to lower our energy bill. The twosome also installed ventilation fans in the sanctuary to remove the unwanted heat and bring in cooler fresh air. It was also required to remove possible Covid contaminated air. Once again, cleaning the gutters around the church was a somewhat major project. In the future we will need to replace some ceiling tiles that were damaged by roof leaks and will need to replace the roof on our shed that protects the lawn mower and snow thrower. We also need to be diligent in keeping the drains clear on the flat roof to avoid leaks. Outside, the gardens were raked, weeded and some weed barrier and mulch was spread around the sanctuary, thank you Marvin, also spruced-up with trimming and replacement of seasonal flowers for the pots.

As we look ahead, we will need to get estimates to fix the wall around the church and to repoint the Mitcham porch. The steeple cross needs replacement and there is painting that needs to be done to the steeple and the exterior back wall of the sanctuary. Stained glass refurbishment was funded by a bequest to the church.

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 ensure 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.

Peter Quelly

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

Snyder Hall was closed due to COVID restrictions, but we look forward to starting back up as soon as we safely can. In the interim Coffee Hour was held virtually each Sunday after the online worship service by Zoom

FAMILY BREAKFAST

Family Breakfast is customarily offered on the first Sunday of each month except for the Lenten period and Summer. The team has been preparing delicious breakfast classics from scratch as well as offering some new dishes such as breakfast casseroles.

Pete Quelly has taken the lead of the famous Sunday Breakfast with the help of the lovely Millie Quelly and Pam Laura. The Bartkus Family has been our main source of help for set up and clean up.

And that was that and then Covid hit, and all our lives were changed. We are looking to get started again when we get back to normal when ever that will be hopefully sooner than later.

After many years of service and requesting help, I am ready to step down from this service. If our St. James family sees the importance and need to continue this program, the team is willing to train and work with new volunteers until breakfast ceases for Summer.

Our volunteer needs include:

Additional folks to set up tables; this can be done on Saturday or even Sunday before breakfast. Most times the tables are already in place and simply need tablecloths or placemats, salt and peppers, and setting up plates, napkins, and utensils on the buffet.

Cleanup is just as important and we recommend that it be done by someone who was not involved in early morning tasks, so that everyone can worship if they choose. Signup sheets for set up and clean up can be found in Snyder Hall. Cooks are always welcome. Breakfast preparation begins at 7:30 am.

Thank You in advance for your help.
Pete Quelly: Chief cook and bottle washer.

ST. FIACRE'S GUILD, THE GARDENERS

The St. Fiacre's group has nothing to report, as they did not meet during the year.

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 members washes and irons the linens used at the Eucharist. Replacement linens are purchased whenever stubborn stains make 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 are purchased from Godlewsky in Great Meadows. We need to find a supplier of plants for Easter 2022.

We are excited that Nona Wolosin and Joyce Steet have joined Altar Guild and were in training prior to the closing of St James' to in-person worship in March 2020. Altar Guild is always eager to welcome new members and extend an invitation to any congregant to stop in after services and try us out.

The term "unprecedented" has been overused during the Covid-19 pandemic. But I don't know how else to describe the past year. The complete lack of in-person worship has been a shock. For Altar Guild members there has simply been nothing to do. When we work together again, we will be following

consulting guidelines set forth by our bishop and local health authorities. that means considering new procedures for preparing wafers, cleaning vessels, and keeping Church spaces sanitized. There will be plenty of space between working team members, and all will be wearing masks.

The Altar Guild is thankful for the continued support and understanding of the St James' community.

Meg Critchley

USHERS

As we all know, 2020 was a year like no other, and everything changed drastically early in the year. Typically, ushering on Sunday Mornings is one of the easiest ministries in which to become involved. It is also one of the most important ministries. Whether a regular attendee or a first-time visitor, a warm greeting can make a huge difference and set the tone for a more meaningful experience. Additionally, the ushers collect the offering, usher the congregation to communion and make certain the church is in order for the next service. 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 addition information.

We are all hopeful that things will resume to a somewhat normal routine in the near future and we will be back in church with all our ministries in place.

Janice Cipriani

MUSIC COMMITTEE

Music has played a vital role in our worship life at St. James'. The March suspension of in-person worship meant that our sanctuary no longer swelled with music from Dmitry's skillful fingers and from enthusiastic voices in our pews. Thankfully, Dmitry faithfully recorded music which was included in our online worship services and occasional solos were provided by Pam Laura, Tina Okoye, and Millie Quelly.

Fr. Wayne

AUDIT COMMITTEE

Despite COVID restrictions, the St James' Audit Committee submitted the 2019 annual audit to the Vestry and to the Diocese just slightly behind schedule. Audit Committee members are David Lacouture, Phyllis Bartkus and Jayne Mutascio. Julie Mills, Parish Administrator, once again played an important support role by collecting nearly all the necessary documents in advance for the

Committee's review.

An audit covering the prior year is required annually by the Diocese. Churches are permitted to conduct the audit themselves using a committee of church members appointed by the Vestry. For several years, the St. James' Vestry has chosen to use the Committee process to conduct financial audits. The process includes completing a multipage checklist covering a wide-range of documents, operational procedures, fiscal controls and governance.

The Audit Committee once again reviewed all the required documents and procedures and found St. James' to be in substantial compliance with clear evidence of fiscal accountability and transparency.

Membership on the Audit Committee provides a unique and interesting perspective into the operational and financial aspects of the church.

Anyone wishing to serve on the Audit Committee can contact David Lacouture. New members are welcome. Training provided.

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 except for double issues in July/August and December/January.

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 most of our subscribers, and print mailing approximately 30 copies. 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 2020 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. Due to the pandemic, some of the events that took place in 2019 did not happen in 2020. 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!

Barbara Olesen

COMMUNICATIONS AND PUBLICITY

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! We added a Vanco insert for those who would want to donate electronically using this service.

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.

Father Wayne does a weekly Sunday service and has also been posting an inspirational thought or prayer each day. Check it out and don't forget to 'Like' us and to "Share" our posts! It's an easy way to let your friends know about our life and service.

YouTube

Fr. Wayne posts the weekly Sunday service which is available for a week.

Weekly Bulletin

The weekly bulletin is mailed to those who are unable to obtain it electronically or cannot attend service in person. A digital copy of the weekly bulletin is emailed each week to our Parish List.

Local Papers

We did not do much advertising or announcements in local paper during 2020. If you have the skills to write up articles and making sure the papers receive them in adequate time for publication please call or email the office. We would love to have your help promote St. James'.

Julie Mills

SUNDAY SCHOOL

This has been an especially challenging year for St. James' Sunday School. Following guidelines from the diocese and the government, we were unable to gather in person for classes during the pandemic. Materials to share with children were periodically emailed to parents. We look forward to resuming Sunday School when it is feasible to do so.

Fr. Wayne

A GIFT OF WARMTH

The Gift of Warmth Program was started and maintained for many years by Peg Faust. After Peg's death in the spring, the responsibility of coordinating the 2020 program fell to Nancy Miller. She was ably assisted in the purchase of over 400 coats by Meg Critchley, Andrea Martin, Jayne Mustacio, Sam Wood, and Anne and Maureen Dutton.

Coats were distributed to students in the Hackettstown and Mount Olive public schools and a homeless shelter near Dover. In addition to coats, we supplied multiple pairs of heavy sock, hats, scarves,

and heavy gloves to the homeless families we served. This entire program relies also on the generosity of our Angel and the helpful staff of several Kohl's department stores. We extend our thanks for their support of this program.

Fr. Wayne

SUMMER BACKPACK

The backpack program at St. James' was a bit different this year due to Covid, but our wonderful volunteers made it happen! Our anonymous "Angel" provided the funding for all 3 gives. The families we helped were either from previous years or from North Porch. We were able to help 22 families in total. On top of giving families their bags of food, we were also able to include a \$25 gift card to ShopRite per bag, thanks to Paul Bartkus' fundraising! I am so happy to be able to continue this program, and my hopes are that we can help more families next year. It's important to help as many people as we can, especially in times like these.

Liz Wolosin

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.

Barbara Olesen

CARES

The CARES group is available to provide meals for parishioners in immediate need. 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.

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. Our stewardship campaign was a little different this year, due to the pandemic. We sent out a letter to the congregation, but were unable to host our traditional kickoff sermon and ingathering dinner. Despite these unusual circumstances, we pulled together and successfully continued our tradition of stewardship.

This year's call for pledges has been answered by 34 families. We have commitments to the General Operating Fund of \$75,493. This year 22 families have pledged \$28,868 to the Building Fund. The Vestry, our Treasurer, and the Finance Committee continue to meet (virtually) and deal with the day-to-day business of these surprising times. Our pledgers have been faithful, using the mail or electronic means to continue their giving. We did take advantage of the PPP program to help cover salaries last year, and plan to apply for the second round this spring.

The work of St. James' is made possible by all the faithful who contribute to the General Fund. Each year parishioners and friends contribute to St. James' so that, through it, we can conduct the many ministries that make the congregation an important presence in our community, changing the lives of many people both within the church and outside our doors. Donations support our small paid staff, and the following:

- **WORSHIP AND MUSIC** - This includes services of Holy Eucharist and other liturgical services, our music ministry, preparation of the altar, and hospitality.

- **OUTREACH** - Outreach includes our pledge to the diocese to support its work, and support to our own outreach, such as our Backpack program, Front Porch, Giving Tree, and many others.

- **FORMATION AND PASTORAL CARE** - Our ministries include Christian education for children, youth, and adults. Our priest also spends pastoral time with parishioners and others in need.

- **FACILITIES** - This category includes small repairs and regular maintenance and upkeep of the

church, the parish hall, and the Mitcham House. It also covers our utilities - including electric, water, and climate control.

- ADMINISTRATIVE - This includes the preparation and distribution of our newsletter, weekly bulletins, financial management, and other behind-the-scenes tasks that “keep the lights on” and keep us in touch as a community.

The Building Fund covers the mortgage for our recently-built parish hall. It also funds major capital repairs for our complex. Our sanctuary was built in 1859, the Mitcham House was constructed in 1900, so the upkeep is constant. We have used this fund to install a new roof and Yankee gutters for the church, electrical modernization, restoration of our stained-glass windows, an elevator for our parish hall, and a commercial stove and refrigerator to support parish development.

Many hands make our work lighter and brighter. Pledgers have offered their time and talents during our worship services, either as ushers or on the altar. Many folks have offered to serve in a leadership position, such as vestry, counter or on the audit committee. Others have volunteered to help with fellowship activities and outreach ministries. Thank you all.

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. If you have not yet submitted a pledge card, there is still time, and please remember to review both sides of your pledge card. You can always update a commitment.

David Olesen

FUNDRAISING

Fundraising for 2020 is as follows: Gertrude Hawk candy sales, \$794.73; Shop with Scrip, \$477.64; Amazon Smile, \$91.01. The total raised from these events was \$1,363.38! This was about \$600 less than last year however we were unable to hold a Rummage Sale due to the pandemic.

We hope to hold a Rummage Sale sometime this year. Donations of new and gently used items are always welcome. We did hold a Gertrude Hawk fundraiser for Easter and will do so again for Christmas. And Amazon Smiles continues to earn donations just for shopping. If you have ideas for fundraising, please let us know. Every little bit helps in order to support the mission and ministry of St. James’.

We were able to make \$91.01 from Amazon Smile this year, up from \$85.61 last 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 are 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, and for all of the time, talent and treasure you so willingly give to St. James'.

Anne Dutton and 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.

Typically, 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 ~~the~~ 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.

Our counting rotation has been affected because of the pandemic. I am going to the office once a week to count so germ spread is minimal. We will return to our normal counting rotation once we have opened up the church for worship in 2020

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.

Barbara Olesen

FACILITY USE

We remain closed due to COVID restrictions, but still host Karen Ann Quinlan (Joseph T. Quinlan Bereavement Counselors) on a socially-distanced basis.

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. 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. In 2020 due to COVID both the North Porch Program and the Church of El Shaddai stopped using our facilities.

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 \$218,000. This is a substantial increase in value from 2019. This investment account earns interest that can be used to supplement our operating expenses if necessary. However, we continue to manage our day-to-day operating expenses with the income received from pledges, etc. and have not used this income in many years.

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.

2020 COMMITTEE CHAIRS

SENIOR WARDEN	Peter Quelly
JUNIOR WARDEN	David Olesen
MISSION STRATEGY	Paul Bartkus
YARN TWISTERS	Phyllis Bartkus
SPECIAL EVENTS	Kathy Erwood Lacouture
PROPERTY MAINTENANCE	Peter Quelly
FAMILY BREAKFAST	Peter Quelly
ST. FIACRE'S GUILD	Phyllis Bartkus
ALTAR GUILD	Meg Critchley
USHERS	Janice Cipriani
MUSIC	Fr. Wayne
AUDIT COMMITTEE	David Lacouture
ST. JAMES' JOURNAL	Barbara Olesen
CHRISTIAN EDUCATION FOR CHILDREN	Fr. Wayne
A GIFT OF WARMTH	Nancy Miller/Anne Dutton
PRAYER MINISTRY	Barbara Olesen
CARES	Barbara Olesen
STEWARDSHIP	Paul Bartkus
FUNDRAISING	Barbara Olesen
COUNTERS	Barbara Olesen
FACILITIES	Wardens
TREASURER	Janice Cipriani