

ST. JAMES' EPISCOPAL CHURCH  
HACKETTSTOWN, NJ  
ANNUAL MEETING FOR YEAR 2021



PAGE	
3	<a href="#"><u>THE LEADERSHIP OF ST. JAMES' CHURCH 2021</u></a>
4	<a href="#"><u>ST. JAMES' ANNUAL MEETING MINUTES 2021</u></a>
6	<a href="#"><u>PARISH REGISTER</u></a>
7	<a href="#"><u>PRIEST'S REPORT</u></a>
8	<a href="#"><u>SENIOR WARDEN'S REPORT</u></a>
9	<a href="#"><u>MISSION STRATEGY</u></a>
10	<a href="#"><u>TREE OF GIVING</u></a>
11	<a href="#"><u>LAY EUCHARISTIC VISITORS</u></a>
10	<a href="#"><u>YARN TWISTERS</u></a>
11	<a href="#"><u>SPECIAL EVENTS</u></a>
11	<a href="#"><u>PROPERTY MAINTENANCE</u></a>
12	<a href="#"><u>NORTH PORCH</u></a>
13	<a href="#"><u>COFFEE HOUR</u></a>
13	<a href="#"><u>FAMILY BREAKFAST</u></a>
14	<a href="#"><u>ST. FIACRE'S GUILD</u></a>
14	<a href="#"><u>ALTAR GUILD</u></a>
15	<a href="#"><u>USHERS</u></a>
16	<a href="#"><u>MUSIC COMMITTEE</u></a>
16	<a href="#"><u>AUDIT COMMITTEE</u></a>
17	<a href="#"><u>ST. JAMES' JOURNAL</u></a>
18	<a href="#"><u>COMMUNICATIONS</u></a>
19	<a href="#"><u>CHRISTIAN EDUCATION</u></a>
19	<a href="#"><u>A GIFT OF WARMTH</u></a>
20	<a href="#"><u>SUMMER BACKPACK</u></a>
20	<a href="#"><u>PRAYER MINISTRY</u></a>
21	<a href="#"><u>CARES</u></a>
21	<a href="#"><u>STEWARDSHIP</u></a>
22	<a href="#"><u>FUNDRAISING</u></a>
22	<a href="#"><u>COUNTERS</u></a>
23	<a href="#"><u>FACILITY USE</u></a>
23	<a href="#"><u>TREASURER'S REPORT</u></a>
25	A PRAYER FOR ST. JAMES'
25	HYMN
26	COMMITTEE CHAIRS 2021

## THE LEADERSHIP OF ST. JAMES' CHURCH 2021

### Vestry Members:

2021	2022	2023	2024
Kathy Erwood-Lacouture Chika Okoye  Resigned Karina Hernandez-Merchak	Anne Dutton Pam Laura Meg Critchley	Janice Cipriani Marvin Walker Devin O'Conner	Rachel Barber

<u>Senior Warden</u> Peter Quelly	<u>Junior Warden</u> David Olesen	<u>Treasurer</u> Janice Cipriani
<u>Bookkeeper</u> Barbara Olesen	<u>Minute Recorder</u> Pam Laura	<u>Vestry Clerk</u> 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

**MINUTES**  
**ANNUAL MEETING**  
**ST. JAMES' EPISCOPAL CHURCH**  
July 25, 2021

**Call to Order @ 10:45 AM**

Peter Quelly

**Opening Prayer**

Rev. Wayne Sherrer

**Acceptance of minutes of Annual meeting 1/26/2020**

Pam Laura

Barbara Olesen made motion. Motion was seconded and passed.

**Report of Priest in Charge -- in meeting packet**

Rev. Wayne Sherrer

**Recognitions**

Peter Quelly/Dave Olesen

Paul Bartkus received the 24<sup>th</sup> Annual David P. Hegg II Lifetime Achievement Award from the Diocese. This award is presented to recipients in recognition of their many contributions made to church and community. It was well-earned by Paul for all his continuing contributions to our outreach programs and our ongoing health as a parish. Congratulations, Paul!

**Nominating Committee Report**

Peter Quelly

There is one mid-term vacancy at this time. Karina Merchak has had to step down from her Vestry duties. The Committee proposed Rachel Barber to fill the position.

Paul Bartkus suggested that the current Vestry members extend their terms by one year due to the impact of the pandemic on parishioner attendance. He then made that motion. Pam Laura seconded and the motion was passed.

**Elections**

Pam Laura

Rachel was elected by acclaim

**Financial Report: Statement of Financial Position** (copies available at meeting) Janice Cipriani      There were no questions.

**Affirmation of 2021 Annual Budget**

Peter Quelly/Janice Cipriani

Vestry has approved the budget

**Questions / Remarks from the floor:** Peter's work as Sr. Warden was commended, not only for his parish leadership during these uncertain times but in his attention to the health and safety of our physical buildings.

**Set tentative date for next year's annual meeting on February 12, 2022**

**Closing Prayer and Hymn**

Fr. Wayne

# PRIEST'S REPORT FOR THE YEAR 2021

St. James' Episcopal Church

Hackettstown, NJ

## Worship from the Parish Register

	2020	2021
Sunday Eucharists	27	34
Average Sunday attendance	31	31
Weekday Eucharists	2	1
Private Communion	11	14
Sunday Morning Prayer – In Person	8	0
Sunday Morning Prayer – On Line	41	52
Weekday Daily Office	5	3
Baptisms	1	0
Confirmations	0	3
Marriages	0	0
Burials	5	3

### Burials:

Rev. Clarence Sickles

Died: 2020

Jean Sickles

Died 2020

Alice Tomkins Stout

Died 2021

## PRIEST'S REPORT

*Glory to God, whose power, working in us, can do infinitely more than we can ask or imagine.  
Eph. 3:20*

What an amazing year it was. The year began online under the lingering cloud of the Covid-19 holiday surge in infections. It was a time of sadness for the people we had lost in 2020 and for the experiences we had missed. Yet, it was also a time of hope as the first vaccines against the pandemic began being distributed. Our online worship services were posted throughout the entire year on facebook and Youtube. Each week's bulletin for the online service was sent to every household, either physically or electronically. It was a joyful day indeed when we resumed in-person worship in May. We were thankfully able to continue in-person for the rest of the year. Two of those Sundays we enjoyed the hospitality of Ron and Janice Cipriani, and we thank them for their hospitality. Between the online and in-person services, I was assisted by thirty different members who offered their voices to read the Scriptures to us. 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. We also devoted a significant share of our time and resources to sharing the burdens of people outside our walls. In addition to Backpack Ministry and Gift of Warmth, members donated a large quantity of supplies for the clients of North Porch Centers for Women and Infants in May (for Mother's Day) and in a Baby Shower for Jesus (through Advent and Christmas).

Recognizing that outdoor gatherings posed a smaller risk of infection; we scheduled several outdoor activities. We picnicked at Field of Dreams, played mini golf and strolled along sections of Morris Canal towpath in our first two Awesome Ambles. These multi-generational events were full of laughter, fellowship and appreciation of the natural world that surrounds us. They were welcome opportunities to catch up with old friends and to get acquainted with some of the new people who joined our parish during the year.

I continued my practice of inspirational posts on the parish Facebook page. Members, former members and total strangers have expressed appreciation for the social media presence of St. James'. In December we began an online Bible Study using the Women's Lectionary for the Whole Church by the Rev. Dr. Wilda Gafney which includes people of other Episcopal parishes. I participate in our diocesan Racial History Committee, where we seek to discover and document its complex heritage. 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. I want to thank our fine parish administrator Julie Mills for her thoughtful and efficient work in our office. She and our wardens Pete Quelly and David Olesen are a blessing to me and to our parish. I pray God continues to bless us as we follow Jesus in the Way of Love.

Peace, Fr. Wayne

### **SENIOR WARDEN'S REPORT**

As we observe the passing of another year in St. James' history, we acknowledge that this has been another year without comparison. Despite the restrictions placed on us in our daily lives, especially gathering for worship, if we carefully look at the details, we have persevered and even excelled in some areas.

- When Covid numbers allowed, Father Wayne celebrated our weekly Sunday Eucharist in person in the Sanctuary. Father Wayne also faithfully delivered an additional pre-recorded Morning Prayer service every week via the online resources of YouTube and Facebook.
- We have maintained a paid Zoom account that we use for monthly Vestry and Finance Committee meetings, as well as Tuesday evening Book Club, hosted by Father Wayne.
- We are in the process of getting estimates for work to be done around the church such as: a new roof on the Mitcham house, repairs, and partial replacement of the roof over the garden entrance. We are also looking at a project to improve safety

and church security and repointing the stonework under the Mitchum house porch. In the spring there will be two additional handrails installed on the front porch entrance stairs of the Mitcham House

- Our church finances have remained stable even in this crazy time of Covid, I want to thank all of you for believing in St. James and sustain us financially. This level of stability helps us flourish and do God's work.

One thing that I would like everyone to think about is that our church needs your help through participation. We are in need to fill the roles of both Wardens. Additionally, the Vestry, and other committees have vacant roles that need to be filled in order for this body of Christ to effectively and efficiently serve our parishioners and the community around us. St. James' by-laws have defined terms in place that allows leadership to regularly change and refresh.

A vital role we are currently hoping to fill is the Volunteer Leader of the summer backpack (food program) that is run from our church. While this may seem like a daunting task, there are ample notes, records, and knowledgeable volunteers to help answer any questions.

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 2021**

The mission strategy group supports our church's outreach ministries. Each year our report begins with the reminder that our committee's objective principle is to concentrate outreach efforts locally, trying not to duplicate programs hosted by other churches or agencies. We may however, contribute to or support such 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.



This year we again conducted outreach activities under the restraints of social distancing and limited group contact because of the COVID-19 pandemic. As with last year we used ShopRite gift cards as a major vehicle of our outreach. Due to the generosity of our parish, who contributed more than \$4000 for the purchase of gift cards, we were able to add them to our holiday food bags, the summer backpack program, the Tree of Giving and to support families who were displaced because of a fire at the county domestic abuse shelter.

Parishioner generosity was also evident in donating enough food to fill more than sixty holiday food bags for Thanksgiving, Christmas, and Easter. These holiday food in-gatherings provided local food-insecure families with the fixings for a traditional holiday meal plus a \$25 ShopRite gift “Turkey Card” for the purchase either a holiday turkey or ham. Members of the Sunday school were not able to help pack holiday bags for Easter because of pandemic restrictions, but were able to assist in packing the bags for Thanksgiving and Christmas. We were also able to provide a \$25 card for each bag of food for the summer backpack program. For the second year we collected unused single serving sized Halloween candies for the Mariners at the Seaman Church Institute and donated them in time for inclusion in their “Christmas at Sea” ditty bags.

Our parish motto is “We feed people.” This year we did. Despite limitations imposed due to the pandemic, our congregation once again found ways to donate, collect, organize and distribute food and gifts for outreach. In 2021 we fed people.

Paul Bartkus

### **TREE OF GIVING 2021**

The Tree of Giving for 2021 was organized by Mission Strategy Committee in late November and the identified children were chosen using the Summer Backpack list of participating families in the area. The Tagless Tree of Giving found a new location in the Parish Hall in the hallway between the Moore Street entrance and the entrance of the sanctuary. This year we were able to support 6 children and several parents thanks to the generosity of St James’ parish.

The children ranged in age from 7 years old to 2 years old. Each child received 10 to 12 gifts and a new coat (Thanks to the Gift of Warmth) and each parent received gift cards to Target and Kohls and a new coat. Also, Groceries and Shop Rite cards were provided as well.

Using communication to the St James' parish via email enabled parishioners who are not attending church right now to be aware of the gifts needed and once again, the process went smoothly with dropping off the donated wrapped gifts at St James' and all gifts were distributed several days prior to Christmas to the families who expressed great appreciation.

The Mission Strategy thanks all who donated gifts, money, or gift cards and shopped for coats for another meaningful year of this ministry.

Respectfully submitted by Kathy Erwood-Lacouture

### **LAY EUCHARISTIC VISITORS**

Lay Eucharistic Visitors are members of the congregation who are trained and licensed to take the sacrament consecrated during the celebration of the Eucharist to members of the parish that due to illness or infirmity are unable to be present at morning worship. 5 LEVs currently served on a rotating basis. When at other times there is a request for communion to be brought to a home or healthcare facility, a member of the LEVs is available to do so. Our priest and church office are the main source of requests and co-ordination with the LEVs.

Beginning in 2016 LEVs have brought communion to Colonial Manor in Allamuchy and conducted a weekly service. The number of residents who attend varies between 3-7 at any given time. The LEVs also bring flower arrangements, copies of *Forward Day by Day*, weekly church bulletins, and the St James' Journal. Resident of Colonial Manor have made donations to St James' and participated in our annual Tree of Giving in the past.

Safety concerns for both residents and LEVs secondary to Covid 19 resulted in suspension of these weekly services in March 2020. The availability of vaccines and updates to the policies Of

Colonial Manor and the Diocese allowed this ministry to restart in October 2021 to the relief and joy of all involved.

Any member of the St James' family who might like to serve on this ministry is welcome to notify Fr Wayne or Meg Critchley.

Meg Critchley

### **YARN TWISTERS 2021**

St. James' has an active ministry whose participants are called the "Yarn Twisters. "These members knit or crochet scarves, vests, hats, and sew ditty bags, all of which are donated to the Seamen's Church Institute in Port Newark, New Jersey for the Christmas at Sea program. The SCI ministers to seamen who are aboard cargo ships which dock in Port Newark, in order to deliver or take on merchandise from ports around the world.

In 2021, two trips were made to the SCI because over 100 items had been created by the talented hands of the Yarn Twisters. The second trip, made in late November, included a huge contribution of left-over Halloween candy, puzzle books, and travel- sized toiletry items donated by the larger membership of our congregation. These were included in the gift bags each seafarer receives. It was wonderful to see an extension of this ministry to include non-knitters of our congregation, who appeared to be very happy to be a part of it. Also, for the first time, ditty bags were sewn and included.

Finally, it should be said that St. James' Church has long maintained a great relationship with Joanne Bartosik, which continues to this day. She is devoted to her work at the Seamen's Church Institute's Christmas at Sea program and is so grateful that St. James', Hackettstown is a part of it.

Respectfully submitted, Phyllis Bartkus

## **Special Events Committee Report**

The Special Events Committee has been on hiatus for the most part due to limitations with indoor gatherings for our parish. When it seems safe to gather again, there will be opportunities for fellowship once again. But there were some outdoor activities that took place, in 2021, the Annual Mini Golf Outing was held in August on a Friday night at Farmview Golf Center and was a good opportunity for some of our youth and adults to play a round and catch up. In addition, two “Awesome Ambles” took place: one in September and one in November at local trails within a five minute drive from St James’. One included a talk about the local history of the Morris Canal which is adjacent to the trail at Florence Kuipers County Park. There are plans for more ambles in 2022 and the committee is always looking for ideas for activities and opportunities for fellowship. Please do not hesitate to make a suggestion to me at [lockwood88@comcast.net](mailto:lockwood88@comcast.net) or to the office at [stjames214@comcast.net](mailto:stjames214@comcast.net).

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. In the past years Pete Quelly and Dave Oleson replaced almost every light bulb in the building with led bulbs, to lower our energy bill. 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.

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. Half of the stained-glass windows have been removed, repaired, and replaced from a donation 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. Demand for baby supplies increased dramatically during the pandemic and North Porch continued serving people in Hackettstown. In 2021 St. James' held two collections for North Porch: the month of May to coincide with Mother's Day, and a baby Shower for Jesus during Advent and Christmas. The Baby Shower for Jesus collected 1651 diapers, 4114 baby wipes and 17 containers of infant formula for distribution to families in need.

## **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.

We are hoping that after the big mess of Covid has calmed down enough we will be able to socially gather so we can have our breakfast together again.

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 member washes and irons the linens used at the Eucharist. Replacement linens are purchased whenever stubborn stains make them no longer liturgically white and when holes begin to appear due to continued wear and tear.

An independent solo floral designer here in Hackettstown provides quality arrangements. In addition to weekly flower sponsorships by parishioners, several members of the congregation have made generous monetary gifts to help offset this expense. Christmas wreaths and poinsettias were purchased this year from Godlewsky in Great Meadows. We need to find a supplier of Easter plants for 2022. The return to in-person worship at St James' in May 2021 was a time of great relief to the Altar Guild. Although teams had to be reorganized as some members were hesitant to be in Church again and everyone needed a refresher course in Altar Guild 101, we are back working together serving God and the congregation. Altar Guild is always eager to welcome new members and extend an invitation to any congregant to stop in

after services and ask about this ministry. The Altar Guild is thankful for the continued support of the St James' community.

Meg Critchley

## **USHERS**

The Pandemic continued to present issues for us throughout 2021. St. James' did have several services in church, but we were still under restrictions and were not able to have a "normal" service with ushers providing their welcoming touches.

Ushering on Sunday Mornings is an easy way to get involved and to meet your fellow parishioners. It is also a very important ministry. We all know that you only have one chance to make a first impression. A warm greeting can make a huge difference and set the tone for a more meaningful experience and a long-term relationship.

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, please see any of our current ushers or wardens for addition information.

We are all hopeful and optimistic for 2022.

Janice Cipriani

## **MUSIC COMMITTEE**

Music has played a vital role in our worship life at St. James'. Our organist Dmitry Nikolaev faithfully recorded music for our online worship services throughout the year. When we returned to the building in May, so did Dmitry. Our Christmas Eve service was enriched by the violin playing of Jocelyn and Charlotte Brooks, whose family joined our parish community during 2021.

Fr. Wayne



## **2021 Audit Committee Report**

The St James' Audit Committee submitted the 2020 annual audit to the Vestry and to the Diocese on schedule. Audit Committee members are David Lacouture, Sam Wood, and Jayne Mutascio. Julie Mills, Parish Administrator played an important supporting 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 in 2020 with clear evidence of fiscal accountability and transparency.

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

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](mailto:stjames214@comcast.net)

Twelve monthly issues in 2021 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 we normally have were cancelled. 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 1<sup>st</sup> 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](mailto:stjames214@comcast.net) **and** [olesen@comcast.net](mailto: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](http://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](mailto: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 2021. 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'.

## **CHRISTIAN EDUCATION**

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 in 2022. A weekly Bible Study was begun in December which uses the scripture passages in A Women's Lectionary for the Whole Church

Fr. Wayne

## **GIFT OF WARMTH SUMMARY 2021**

The Gift of Warmth program was coordinated by Nancy Miller and Anne Dutton. We had help shopping from parish members- Meg Critchley, Sam Wood, Jane Mutascio, Mim Smith, Jillian and Emma Martin. Maureen Dutton assisted with online shopping and record keeping.

We were able to supply over 300 coats to North Porch, Hatchery Hill School, Hackettstown Middle School, Mt. Olive Social Services, Dover homeless, the Tree of Giving families, a Domestic Violence Shelter that recently had a fire and two families that came to the office for help. In addition to the coats, we were able to supply the homeless in Dover with socks, gloves, hats, wraps and toiletries and some sweat suits for the children at the DV shelter.

This entire program relies also on the generosity of our Angel and the helpful staff of the Mansfield Kohls department store. We extend our thanks for their support of this program.

Anne Dutton

## **SUMMER BACKPACK PROGRAM**

This past summer, the Backpack program supported 16 families in our community. With the help of our anonymous "Angel", there were 2 larger gives that included a \$25 Shoprite gift card

per family. Our goal for this coming summer is to update the list of families who could benefit from the program. Additionally, our hope is to find an ambassador in the Hispanic community that can help us bridge the language barrier. I am grateful for the opportunity to be involved in the Backpack program, and I am looking forward to helping local families again this year!

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](mailto: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](mailto: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 at [olesen@comcast.net](mailto:olesen@comcast.net) if you are interested in helping out or have a need.

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 your financial pledge, but also by participation in our ministries. Chika Okoye stepped up and delivered our kickoff sermon with a personal touch Thank you, Chika!

The pandemic continued throughout the year, but we met when we were able and continued with remote worship as well. Despite these unusual circumstances, we pulled together and successfully continued our tradition of stewardship. We have also been blessed with several surprising bequests, which enabled us to refurbish a number of stained-glass windows, and pay down a healthy chunk of our Snyder Hall mortgage.

This year's call for pledges has been answered by thirty-two families. We have commitments to the General Operating Fund of \$76,518. Twenty families have pledged \$27,646 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.

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, North 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. If you have not yet submitted a pledge card, there is always time, and please remember to review both sides of it.

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.

David Olesen

### **FUNDRAISING**

Fundraising for 2021 is as follows: Gertrude Hawk candy sales, \$586.41; Shop with Scrip, \$647.18; Amazon Smile, \$121.25. The total raised from these events was \$1,354.84! This was about the same as last year

We were unable to hold a Rummage Sale last year due to Covid restrictions, but hope to hold one sometime this year around the time of the town-wide sale in April. We might have to hold it outside if necessary. Donations of new and gently used items are always welcome. We did hold a Gertrude Hawk fundraiser for both Easter and Christmas and will do this in 2022. Amazon Smiles continues to provide donations just for shopping. We will certainly sell Shop with Scrip gift cards around Christmas, but may put in an order in the Spring if there is enough interest. 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 \$121.25 from Amazon Smile this year, up from \$91.01 last year. While this is not a large amount, it took no effort to do this. Thank you to all who were able to support this. Please consider signing up and asking friends and family members to do this to support St. James'. Just go to [smile.amazon.com](https://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 with or without Amazon Prime and any other discounts or gift cards. The Amazon Smile app is also available on your cell phone.

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 9AM service, there are volunteers quietly working in the Mitcham House office. Their responsibility is to count/record the pledges /donations /memorials after the service 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 scheduled every four weeks.

Since we started going back to in-person services in 2021, when possible, our counting teams have been able to return to their schedules, unlike last year. Our counting rotation was disrupted for part of last year because of the pandemic, but is happily back in rotation! 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. If you would be interested in “filling in” from time to time when a team member is unavailable, rather than being on rotation, that would help us out as well.

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 and the Summer Backpack Programs. While North Porch stopped using our facilities during COVID we hope to welcome them back to our building soon.

## **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 other miscellaneous expenses.

**The Building Account** is used primarily for mortgage payments, 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 part of an investment account managed by Edward Jones Investments with a balance of approximately \$237,000. We received two generous bequests in 2021 and on the recommendation of the Finance Committee and Vestry approval the majority of those monies will be added once the paperwork has been completed. This investment account earns interest that can be used to supplement our operating fund 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.

## **2021 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	David Olesen
FUNDRAISING	Barbara Olesen
COUNTERS	Barbara Olesen
FACILITIES	Wardens
TREASURER	Janice Cipriani