

# St. Peter's Episcopal Church 2011 Annual Report



Annual Parish Meeting January 22, 2012

# ANNUAL PARISH MEETING 2011

## \*\*\*\*\* AGENDA \*\*\*\*\*

**Opening Prayer**

**Appointment of Clerk—Louise Caswell**

**Appointment of Election Chair- John Barry**

**Reading and Approval of Minutes for 2010 Annual Parish Meeting  
(Addendum A)**

**Election of Vestry Members and Convention Delegates. Election of 4 new Vestry Members to serve 3-year terms along with electing 5 Convention Delegates.**

**Sr. Warden's Report**

**Jr. Warden's Report**

**Treasurer's Report**

**Rector's Address**

**Acknowledgement of retiring Vestry Members**

**Stephen Hewitt, Jr. Warden**

**Terry Andries**

**Jeannine Duckworth**

**Bob Wood**

**Other Business**

**Adjournment**

### **2011 Statistics**

All Communicants in Good Standing (Adults )	443
Baptized Children in Good Standing	<u>126</u>
Total Active Members	569
Average Sunday Attendance	289
Transfers in to St. Peter's	16
Transfers out of St. Peter's	12
Marriages	3
Funerals	9
Baptisms	16
Confirmations	20
Received by Bishop	0

## Sr. Warden 's Report

What a fantastic year we have shared together! It has been a year of exponential growth in our Sunday attendance numbers, giving, the purchase of property at 606 Lamar St., and new programs. It has been very exciting being your Sr. Warden during this time! Thank you to all those who helped with the purchase of 606 Lamar St., it went smoothly and I look forward to seeing it restored this coming year. The projected total price for the project upon completion is \$150,000, and the end result will be a profitable rental property for the church and access to an important piece of property for our church 's future growth.

I would like to say a special thank you to the members of the Stewardship Committee for their dedication and hard work. Consecration Sunday was a great success. Thank you also to each and every one of you for your show of faith in giving so generously. 2012 is going to be a fantastic year!

Thank you to Fr. Michael and the staff for working extra hard to make 2011 so amazing!

Faithfully yours in Christ,

Melanie Russell

## Jr. Warden's Report

2011 was a productive year. Besides our normal maintenance and improvements, we did some significant work to our buildings and grounds.

We professionally trimmed all of the trees on all of our properties, removing two trees that could not be saved.

We repaired the foundation of the office building, which had significant foundation problems.

We repaired the foundation of the youth house (which had previously been temporarily unusable). At the same time, we repiped and insulated underneath the youth house.

We ended the contract for our Coke machine and replaced it with a machine that pays the church its profits.

We repaired the speed bumps (which are actually drainage humps), so that cars do not bottom out on the way out of the parking lot.

We added the new signage on College St.

We have ordered new signage for Foote St.

We have begun repairing and repainting the exterior of the office (to be completed in the next few weeks).

I would like to thank all of you who helped, especially at our two work days.

God Bless,

Stephan Hewitt

## Rector 's Report

2011 can only be described as a good year in the long history of St. Peter 's Episcopal Church, McKinney, TX. God has blessed us with such an abundance of grace. To be honest, I am surprised with how much we have gotten done this year. More than that, there is an energy and life at St. Peter 's that screams 'the Holy Spirit is at work '. Every single measure of church growth has seen a significant increase, and we should be proud of the hard work and energy we have put into the Kingdom of God in 2011.

But.....But let 's not start patting ourselves on the back. We have accomplished a great deal, but it is only the beginning. In fact, we have to keep the momentum going. Churches are like sharks; they have to keep moving or they die.

So what does the future hold for St. Peter 's in 2012 and beyond? Hold on to that question.

I want to close my report by extending my heartfelt thanks for the hard work that your staff has done this past year. Every member of our staff does way more than they are paid for, with a joyful and faithful heart. And they put up with all of my crazy ideas, which is not easy.

I would also like to thank the vestry for their leadership and faithfulness. The church has been blessed by your ministry.

And finally, to all the people who are St. Peter 's Episcopal Church, I am so glad I am your priest. My wife and I feel blessed to be here. And I love you all very much.

In Christ,

Father Michael

**St. Peter's Episcopal Church**  
**Statement of Revenue and Expenses - Summary View**  
**Comparative View of 2010 & 2011 Results and 2012 Budget**

	2011		2010		2012 Budget	
	Best View	Budget	Actual	Vs 2011	Budget	Vs 2011
<b>Revenue</b>						
Operating Offerings	\$ 456,201	\$ 442,500	\$ 406,142	\$ 50,058	\$ 540,800	\$ 84,599
Other Revenue	\$ 48,276	\$ 5,500	\$ 6,480	\$ 41,796	\$ 5,500	\$ (42,776)
<b>Total Revenue</b>	<b>\$ 504,476</b>	<b>\$ 448,000</b>	<b>\$ 412,622</b>	<b>\$ 91,854</b>	<b>\$ 546,300</b>	<b>\$ 41,824</b>
<b>Expenses</b>						
Personnel	\$ 314,248	\$ 310,108	\$ 224,053	\$ (90,196)	\$ 338,798	\$ (24,549)
Search Committee / Moving Expense	\$ 4,000	\$ 4,000	\$ 5,618	\$ 1,618	\$ -	\$ 4,000
Insurance	\$ 9,860	\$ 11,138	\$ 10,814	\$ 954	\$ 10,794	\$ (934)
Maintenance & Utilities	\$ 32,814	\$ 33,500	\$ 35,739	\$ 2,926	\$ 35,570	\$ (2,757)
Office Services	\$ 17,983	\$ 19,246	\$ 18,969	\$ 986	\$ 18,898	\$ (915)
Diocesan Assessment	\$ 58,035	\$ 58,035	\$ 40,000	\$ (18,035)	\$ 49,206	\$ 8,829
Ministry Funds & Outreach	\$ 2,990	\$ 990	\$ 750	\$ (2,240)	\$ 16,350	\$ (13,360)
Music Ministries	\$ 9,326	\$ 7,500	\$ 9,695	\$ 369	\$ 11,000	\$ (1,674)
Children & Family Ministries	\$ 2,893	\$ 3,500	\$ 3,701	\$ 808	\$ 5,500	\$ (2,607)
Youth Ministries	\$ 3,947	\$ 4,000	\$ 4,211	\$ 264	\$ 6,500	\$ (2,553)
Other Congregational Life	\$ 7,785	\$ 7,800	\$ 7,832	\$ 48	\$ 10,365	\$ (2,580)
Property Expense	\$ 20,362	\$ 14,504	\$ 16,072	\$ (4,290)	\$ 21,527	\$ (1,165)
Net Income /Expense - Rental Property					\$ 4,168	\$ (4,168)
<b>Total Operating Expenses</b>	<b>\$ 484,243</b>	<b>\$ 474,322</b>	<b>\$ 377,455</b>	<b>\$ (106,789)</b>	<b>\$ 528,675</b>	<b>\$ (44,432)</b>
<b>Operating Income before Depreciaiton</b>	<b>\$ 20,233</b>	<b>\$ (26,322)</b>	<b>\$ 35,168</b>	<b>\$ (14,935)</b>	<b>\$ 17,625</b>	<b>\$ (2,608)</b>
<b>Non Income Statement Expenditures</b>						
Capital Bank Loan	\$ 15,583	\$ 13,034	\$ 15,928	\$ 345	\$ 15,776	\$ (193)
Fixed Asset Additions-Operating Budget	\$ 18,947	\$ 1,000	\$ 868	\$ (18,079)	\$ 1,800	\$ 17,147
Fixed Asset Additions-Donor Specified	\$ 27,824	\$ -	\$ 992	\$ (26,832)	\$ -	\$ 27,824
<b>Total Non Income Statement Expenditures</b>	<b>\$ 62,354</b>	<b>\$ 14,034</b>	<b>\$ 17,788</b>	<b>\$ (44,566)</b>	<b>\$ 17,576</b>	<b>\$ 44,778</b>
<b>Net Total</b>	<b>\$ (42,121)</b>	<b>\$ (40,356)</b>	<b>\$ 17,380</b>	<b>\$ (59,501)</b>	<b>\$ 49</b>	<b>\$ 42,170</b>
<b>Net Income Summary</b>						
Income before Depreciation	\$ 20,233	\$ (26,322)	\$ 35,168	\$ (14,935)	\$ 17,625	\$ (2,608)
Depreciation	\$ 59,525	NA	\$ 56,702	NA	NA	NA
<b>Net Income</b>	<b>\$ (39,292)</b>	<b>NA</b>	<b>\$ (21,534)</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

**St. Peter's Episcopal Church**  
**Significant One-Time Events - 2011**

Description	Other Revenue	Expenditures		Net
		Expense	Capital	
<b>Fixed Asset Additions Donor Specified</b>				
10 New Pews	\$25,780		\$25,780	\$0
Computer Purchases	\$2,044		\$2,044	\$0
<b>Total FA Additions Donor Specified</b>	<b>\$27,824</b>		<b>\$27,824</b>	<b>\$0</b>
<b>Other Capital Improvements - Paid In Cash</b>				
Major Improvements Youth House - Foundation & Plumbing	\$5,000		\$11,355	-\$6,355
Major Improvements Church Office - Foundation			\$5,870	-\$5,870
Computer Purchase			\$847	-\$847
Soda Machine			\$875	-\$875
<b>Total Other Capital Improvements</b>	<b>\$5,000</b>		<b>\$18,947</b>	<b>-\$13,947</b>
<b>Other Income &amp; Expense Items</b>				
Reclassify a portion of Columbarium Fees to Revenue	\$3,900			\$3,900
Revenue Recognition - Crypt	\$2,000			\$2,000
Tree Removal & Pruning		\$5,645		-\$5,645
<b>Total Other Income &amp; Expense Items</b>	<b>\$5,900</b>	<b>\$5,645</b>		<b>\$255</b>
<b>Totals (Included in Financial Summary) **</b>	<b>\$38,724</b>	<b>\$5,645</b>	<b>\$46,771</b>	<b>-\$13,692</b>

\*\* Excluded from the above capital expenditures was the purchase of the Lamar House for \$97,079 and a prior period adjustment made to the Capital Accounts for a Music Console installed in 2010 for \$8,950. **Total Gross Additions to Capital in 2011 were \$152,800.** These items were excluded above as they did not require cash outlays in 2011.

**St. Peter's Episcopal Church**  
**Comparative Statement of Financial Position**  
**December 31, 2011 Vs December 31, 2010**

Description	12/31/2011	12/31/2010	YoY Change
<b>Assets</b>			
Cash - Unrestricted	\$ 63,632	\$ 135,542	\$ (71,910)
Cash - Restricted	72,650	54,168	18,482
Certificate of Deposit - Encumbered	29,000	-	29,000
Prepaid Expenses	3,100	3,100	-
Land	303,000	267,000	36,000
Depreciable Assets - Net	1,229,753	1,172,538	57,215
Donated Assets-Crypt & Cemetary Plots	4,000	2,000	2,000
Designated Funds-Putnam	6,980	7,213	(233)
Designated Funds - Foundation Scholarship Fund	51,490	51,040	450
Designated Funds - St. Peter's Emerson	53,451	58,068	(4,617)
<b>Total Assets</b>	<u>\$1,817,055</u>	<u>\$ 1,750,669</u>	<u>\$ 66,386</u>
<b>Liabilities</b>			
Note payable	\$ 111,801	\$ 127,384	\$ (15,583)
Mortgage on Lamar Street House	96,418	-	96,418
Prepaid Pledges	6,040	4,228	1,812
<b>Total Liabilities</b>	<u>214,258</u>	<u>131,612</u>	<u>82,646</u>
<b>Net Assets</b>			
Unrestricted:			
Balance at beginning of period	1,457,518	1,470,102	(12,584)
Excess of Revenues over expenditures	<u>(39,292)</u>	<u>(21,534)</u>	<u>(17,758)</u>
Balance at end of period	1,418,226	1,448,568	(30,342)
Restricted :			
Temporarily Restricted	72,650	54,168	18,482
Permanently Restricted	111,921	116,321	(4,400)
<b>Total Net Assets</b>	<u>1,602,797</u>	<u>1,619,057</u>	<u>(16,260)</u>
<b>Total Liabilities, Fund Principal &amp; Restricted Funds</b>	<u>\$1,817,055</u>	<u>\$ 1,750,669</u>	<u>\$ 66,386</u>

# **Addendum A**

## **Minutes from the Annual Meeting, February 13, 2011**

### **Submitted by, Louise Gringel-Caswell, Vestry Clerk**

*The Annual Parish Meeting started at 9:15 a.m. There were 149 parishioners in attendance.*

*Father Michael Hoffman requested that everyone in attendance read the "St. Peter's Episcopal Church 2010 Annual Report" at home. Mother Kathy Garrett opened the meeting with prayer.*

#### ***Appointment of Clerk***

*Louise Gringel-Caswell was appointed Clerk of the meeting and of the Vestry.*

#### ***Review of Minutes of the 2010 Annual Meeting***

*David Hanks moved to accept the minutes as written. John Childers seconded. The motion was voted and passed.*

#### **Election of Delegates and Alternates To The Annual Diocesan Convention**

*Delegate nominees were:*

<i>Guy Giersch</i>	<i>Jamie St. Clair</i>	<i>Gene Autrey</i>
<i>Al Goellner</i>	<i>Monika Kriechbaum</i>	<i>John Phipps</i>
<i>JB Weir</i>	<i>Melanie Russell</i>	

*Election results: Jamie St. Clair, Gene Autrey, Al Goellner, John Phipps, and Melanie Russell are elected as Delegates. The three alternates in order of votes received are: Guy Giersch, Monika Kriechbaum, and JB Weir.*

#### **Rector's Address**

*Fr. Michael thanked everyone for attending the meeting. Fr. Michael expressed that St. Peter's is a wonderful church with the potential for growth. He is pleased with what is in place already, and with the wonderful lay leaders and staff. Fr. Michael talked about the vision for St. Peter's, which will involve an understanding of who we are and what we want to do in whole as a church. He asked for prayers and discernment of what it is that God is calling St. Peter's to do. Father Michael asked that over the next year, we, the parishioners, tell him the stories of St. Peter's. Father Michael stated that his job is to bring about the vision that God has for us. Father Michael does have a goal to grow the church. He mentioned the need for a third service but only if the numbers of attendance allow for it. Father Michael is hoping that the third service is needed now but did say that as we move forward and get stability we will see the real numbers of attendance. Father Michael is happy with the Rite I service that is presently being offered at 8:30 and said that the 10:30 service will be the flagship service. He wondered what a third service would look like. He asked that we start planning the third service now and institute it in the fall but only if growth in numbers allow for it. Lastly, Father Michael thanked everyone for the warm welcome his family has received.*

#### **Stewardship Report**

*Victor Kriechbaum invited everyone to read his report, which is in the hand-out. He reminded everyone that in 2010, the "New Consecration Sunday" program was used for the first time at St. Peter's. There was a very good response and the vestry would like this program to be used in 2011. As a consequence to this program, the vestry has adopted a budget that is more stable. Victor reminded everyone that there is still opportunity to contribute to the budget.*

#### **Financial Report**

*John Phipps reported the financial results from 2010. John explained that the first draft of the budget was prepared by Mariana Pearson which was then presented to the Finance Committee for the second draft. John thoroughly explained the Statement of Revenue and Expenses and the Statement of Financial Position which are on pages 19 and 20 of the 2010 Annual Report. John summarized that all in all, 2010 was a good year and that the budget was beat through monitoring of expenses thanks to the staff and the ministries. He predicts that 2011 will be a better year.*

Fr. Michael reminded everyone who has questions about the budget to feel free to come into the office and ask Mariana Pearson. He stated that he hates deficits but agrees with the vestry's decision to approve an approximate \$40,000 deficit for the 2011 year. This being said, the unrestricted cash in the budget more than covers the deficit.

John was thanked for his service as treasurer.

#### **Jr. Warden's Report**

Stephan Hewitt's report can be found in the annual report. He encouraged everyone to read it. Stephen also mentioned that he is working on getting the foundation of the youth house repaired. Stephen was thanked for his service as Junior Warden.

#### **Sr. Warden's Report**

Father Michael started by saying that David Hanks has been Sr. Warden for the last two years which were not the easiest of years. David offered to stay on as Sr. Warden throughout Father Michael's transition but Father Michael feels that David should be done his service. He appreciated David for his service as Senior Warden.

David Hanks started by thanking everyone for their support and prayers. David then read the Senior Warden's Annual Report as required by the canons which stated that:

Money received is detailed on the Financial Report. No land or other real property was received.

2. and 3. The 2010 Financial report details receipts of some \$412,622 and expenditures of \$377,455. In addition we paid \$15,928 on the capital Bank Loan and \$1,800 on other fix assets.
4. There was no property purchased, exchanged, mortgaged or otherwise alienated or encumbered in 2010.
5. There were no new debts contracted in 2010 and we paid down our Capital loan to \$127,384.
6. There were no major improvements to the property. There were many small maintenance projects upgrading the property, adding lights, painting signs, etc. The Junior Warden covers this area.

David stated that he is excited about where St. Peter's is today. He thanked everyone and was given a standing ovation.

Father Michael has asked Melanie Russell to be the new Senior Warden, starting today. Melanie accepted.

#### **Acknowledgement of Retiring Vestry Members**

Father Michael acknowledged the following retiring Vestry members: David Hanks - Sr. Warden, Justin Hart, George Kadera, Sr. , Jamie St. Clair. They were thanked for their service to the vestry.

#### **Acknowledgement of New Vestry Members**

The new members to the Vestry were acknowledged. These include Tammy Chase, Ben Read, and Sara Thomas.

#### **Other Business and Adjournment**

Father Michael opened the meeting to questions. No questions were asked. Father Michael stated that he wants to be accessible to everyone. Feel free to e-mail, call, or come by the office at anytime.

George Kadera, Sr. motioned to adjourn the meeting. It was seconded by the congregation. The motion was voted and approved. The meeting was adjourned at 10:05.