



MCMXC

*Saint Michael's Episcopal Church*

*A. S. Samuels*

# 2020 Annual Report

St. Michael's Episcopal Church  
1132 N. Ivanhoe Street  
Arlington, Virginia 22205  
[stmichaelsarlington.org](http://stmichaelsarlington.org) • 703.241.2474

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# Office & Staff

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## Rector's Report

*You shall love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind, and your neighbor as yourself.* Luke 10:27

During the past year, seeds we planted have begun to take root. In my second full year of ministry at St. Michael's, I am in awe of the many ways in which God continues to work among us. In January we welcomed Bishop Mathes, who received eight parishioners into the Episcopal Church! Our baptismal calendar was full, with celebrations for nine individuals. We introduced the Newcomer Welcome Rite on Pentecost and All Saints' Day, celebrating those who are new to our community. Seasonal pocket practices were an addition to our liturgical life together, seeking to equip us with accessible spiritual practices for daily use.

The vestry engaged in Bible Study with the story of the Walk to Emmaus (Luke 24:13-35). We have wondered together what it looks like to have Jesus in our midst. This commitment to spend time in scripture and prayer at the beginning of every meeting continues to shape us as leaders. We have a lot of hope about God's presence in our midst, and a lot of questions as to how exactly we are called to respond. Perhaps not surprisingly, the ways in which we were able to engage God in our neighborhood began to flourish. As a response to an articulated need, we explored the possibility of hosting a daycare. We quickly learned that by responding to one need we would be overlooking the needs of others. The outcome from these discussions was rich – a listening session and the beginnings of real relationships with individuals throughout our neighborhood. Many neighbors attended our Block Party for the first time, and have subscribed for a Neighborhood Newsletter – an attempt to communicate openly and regularly about all that is happening in our corner of God's Kingdom.

This category of "neighbor" seems simple, but as we have discovered after months of study, prayer, and listening, brings complications on many levels. One parishioner articulated the perceived difference for me not long ago, "We have always just been a church in a neighborhood. Now we're contemplating what it means to be a neighborhood church." The distinction is not simply one of semantics, but orientation. Our geographic location is a given. Our theological orientation and means of connection is up to us. Your leadership continues to tune our hearts for opportunities to partner with God in our neighborhood.

We have faithfully attended to several programmatic transitions in the past year. After detailed feedback from parents and volunteer teachers, we decided to discontinue weekly Sunday School for children and youth. To be clear, in 2019 we joyfully welcomed families new to us, many of whom have children and youth, and continue to incorporate them into the life of our congregation. What we are learning is that the traditional ways in which we formed children and youth through weekly classroom settings may not be the means that work for families today. Under the leadership of a Faith Formation Team, we have introduced Sunday School for all ages on the first Sunday of the month. Additionally,

staff transitions at the beginning of the year meant that lay leadership took a more prominent role in the offerings of Children and Youth throughout the congregation. Instead of Vacation Bible School, we hosted a Faith Formation Festival, engaging children and families in biblical lessons, outreach, and play! Meanwhile, our Shrine Mont Parish Retreat was the most well attended in decades, and one third of our attendees were under the age of eighteen!

Perhaps the most dreaded transition of the year came with the arrival of a new coffee machine, and our need to learn to operate it! Transitions from a fully-staffed coffee hour, to a weekly volunteer run event brought with it joys and challenges. Throughout it all, generosity and attentiveness to new opportunities abounded. The Mission and Outreach Committee continues to discern next steps for our communal engagement. Meanwhile, they clarified priorities for the coming year, and transitioned our generosity during the Christmas season from the Angel Tree project to Arlington Partnership for Affordable Housing's Have a Heart Gift Drive. In its first full calendar year, the Arts and Faith Ministry flourished with exhibitions that engaged us spiritually and visually.

This year's Stewardship campaign exceeded our expectations, both thanks to the faithful response of those who responded with a pledge, and the vision and commitment of this year's stewardship committee (Kaipo McCartney, chair, Dan Ruff, Matt Hand, Barb Adams, and Tim Matlack.) Parishioners have been and will continue to be invited to a series of listening sessions, ensuring the needs of the congregation are accurately reflected in our financial priorities. We have navigated the financial transition of major leadership and staffing changes of the last few years. With continued faithful engagement, we will be able to respond generously to the ways in which God is working among us.

The dynamism of our staff and lay leadership has made this past year possible. I would be remiss if I didn't thank Dan Plafcan, Senior Warden, who graciously served an additional year on Vestry to minimize the transition we experienced. Alongside Junior Warden, Tim Matlack, they were faithful companions in working with an extraordinary vestry. I am deeply grateful to Michele Casciano, Penny Jones, Denny Saulman, and Molly White, each of whom conclude their terms on vestry this year. Wil, Noel, Lucy, and Linda comprise our staff, bringing profound competence and creativity to St. Michael's. In the midst of the fullness of our ministry together, you have each been thoughtful and prayerful companions as I received the news of my mother's cancer diagnosis. I remain deeply grateful to live life and practice ministry in the midst of such dynamic humans, and faithful Christians.

Blessings,

*The Reverend Beth Franklin, Rector*

## **Senior Warden's Report**

*St. Michael's Mission Statement— To provide a nurturing spiritual community in Christ Jesus, as the foundation from which we strive to go forth and serve God by the power of the Holy Spirit.*

In 2019, with energy and a bit of boldness, we at St. Michael's walked in faith and pursued our mission, even when our steps took us outside of our comfort zone. In her Rector's report, The Rev. Beth Franklin

summarized comprehensively our efforts this past year through the lens of the two great commandments. Complementing that perspective, I'll highlight how our efforts—under Beth's bracing leadership and in the spirit of St. Michael's strategic action plan *Steps Along the Path 2017-2020*—strengthened our ability to carry out our stated mission, as we are called upon to “go forth.”

We are better positioned *as an organization* to carry out our stated mission than we have been at any point in the last four years. This past year, we made difficult decisions and established new initiatives, which themselves were indebted to efforts of preceding years. We intentionally and successfully undertook a challenging transition of restructuring and organizational strengthening. Instead of avoiding this discomfort and trying to shore up a structure that Beth and the vestry believed wasn't sustainable in the midterm, we right-sized our staff by reducing staff. We all invested in our longer-term sustainability by approving a deficit budget (i.e., our Mission Spend Plan)—a deficit which, as it turned out, we (you!) overcame significantly, resulting in a net positive at the end of year. Through Beth's leadership, the vestry's discernment, and your creative energy and commitment to renewal, our organization became healthier and more balanced— with new efforts such as the Stewardship Committee, Intergenerational Faith Formation team, Property Working Group, coffee hour transition, among others. We now even have a risk management plan to inform vestry decision making, to satisfy in part our annual audit requirements.

Our combined efforts *as a church* have become more theologically-expressed, coherent, and unified than they have been in recent years. Two years ago and continuing into this year, Beth nurtured theological renewal among the vestry, with “dwelling in the word,” other prayerful practices, and book study. More broadly, in service of our mission, we all participated in listening to each other and our neighbors, and then reflecting upon, thinking through, and articulating the purpose(s), values, and spiritual practices of our individual and church efforts, whether those efforts are “pocket practices” or the work of the Mission & Outreach Committee or the Children & Youth Ministry Committee. Especially through edgy explorations such as the proposed, but now tabled, childcare facility, we worked to “go forth” and love our neighbors, next door as well as in the neighborhood more generally.

In what I regard as one of the most important acts of the year, following through on the work of many others in previous years, we strove to “go forth” by reaffirming who we are and who we want to be, *both as an organization and a church*. We made clear on our St. Michael's homepage “Who Belongs Here.” In keeping with our Baptismal Covenant of the Episcopal Church, we “welcome people of every race, gender identity, sexual orientation, marital status, age, physical and mental ability, national origin, immigration status, economic station – and invite them into full participation in the life of our community.” The welcome continues “full participation in the life of our community” means equal access to all the benefits and responsibilities of church membership.”

In 2020, may we continue to nurture our spiritual community and go forth and serve God by the power of the Holy Spirit.

*Dan Plafcan*

## Junior Warden's Report

2019 started off on a high note with our purchase of a new coffeemaker and insulated coffee dispensers. Not only are these more efficient and well suited to our coffee-making needs, but they also are easier to use and take the trepidation out of making coffee, which was a common complaint with our previous equipment. The new coffee-making equipment was essential to our very successful shift to having parishioners volunteer to handle Sunday coffee hour.

Early in the year we signed an agreement with an outside cleaning service to undertake weekly cleaning of the sanctuary, parish hall, offices, and classrooms. This has proved to be an effective and reliable service.

Later in the year we rebid our copy equipment and services contract, and we were able to sign a new contract for satisfactory services at a lower price.

Over the summer we began to explore the possibility of hosting a 5-day child care center at St. Michael's. We concluded that the investment needed to support such an activity was more than we were prepared to make, and we also encountered backlash from some of our neighbors who were concerned about increased traffic.

We continue to explore creative ways to utilize our indoor and outdoor space for the benefit of our parishioners and neighbors.

I would like to thank especially Wil Harkins, Caroline Haynes, John Kelleher, Tad McCall and Karen Ruff for their support of this work over the last year.

*Tim Matlack*

## Treasurer's Report

HEALTHY! I'm not an expert but that's how I would describe the 2019 Finances for St. Michael's. We started the year with a known financial challenge; a Mission Spend Plan (MSP, aka our budget) deficit of almost \$26,700. However, as the year progressed our monthly finance reports continued to show contributions from the parish that were higher than planned, and very careful spending by the Vestry resulting in lower expenses than planned. As a result, the preliminary Year-End report from our Bookkeeper indicates the ~\$26,700 MSP deficit has been made up (by \$882)! What a team effort! In addition to overcoming our MSP deficit, St Michael's has no debt, and several investment or savings fund accounts – all of which put us in great shape financially!

Before getting into the 2019 information, I also want to mention that our 2018 records were audited this summer by Monica Dinan and Bob Moore. The results of the audit re-confirm that St. Michael's continues to use financial stewardship best-practices.

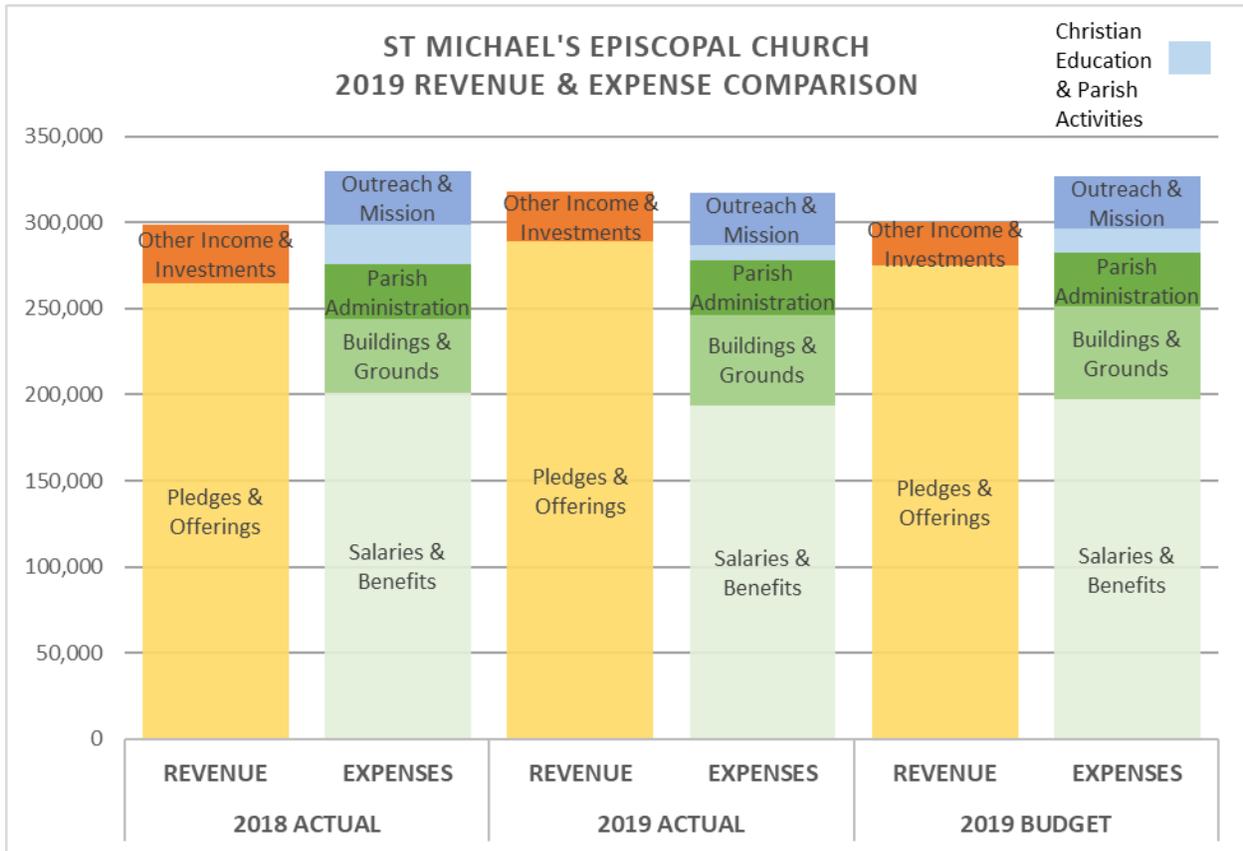
Let's review the Operating Fund, which is the main account used to track our monthly income and expenses against the MSP over the course of the year.

### 2019 Operating Fund Budget Summary

- Total Planned Expenses: \$326,775
  - Total Actual Expenses\*: \$317,275  
(*spending reduced by \$9,500, -3%*)
  - Total Planned Income: \$300,096
  - Total Actual Income\*: \$318,157  
(*revenue increased by \$18,061, 6%*)
- Pledge Income: \$258,480  
(*from 72 Pledge Units*)
  - Actual Pledge Income\*: \$270,361

\* The Actual Totals are from the preliminary Year-End report and may change.

Here's another look at the Operating Fund information, with the Actual Totals for 2018 for comparison, and broken out by MSP categories.



Here's the same information in table format. The full (preliminary) Year-End Operating Fund report, with Income/Expense/Budget information for every MSP line, is in the Appendix. At the end of that table is an explanation for any MSP line that varied by more than +/- 10%.

**OPERATING FUND RESULTS: 01 JANUARY - 31 DECEMBER 2019 (\$)**

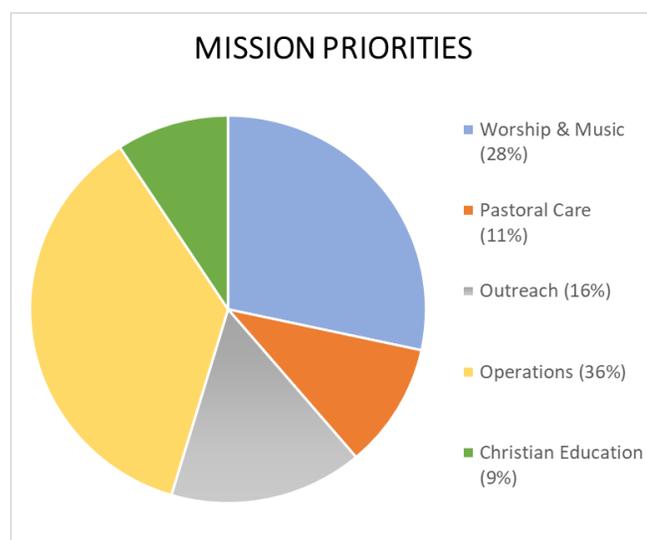
	JAN-DEC 2018 ACTUAL	JAN-DEC 2019 ACTUAL	JAN-DEC 2019 BUDGET	\$ OVER/UNDER BUDGET
<b>FUND STARTING BALANCE (1/1/2019)</b>		69,562		
<b>Income</b>				
Pledges & Offerings	264,719	288,868	275,230	13,638
Other Income and Investment	33,669	29,289	24,866	4,423
<b>Total Income</b>	298,388	318,157	300,096	18,061
<b>Expense</b>				
Total Salaries & Benefits	201,287	194,006	197,200	(3,194)
Total Buildings & Grounds	42,551	52,211	53,830	(1,619)
Total Parish Administration	32,178	32,070	31,168	902
Total Christian Education	3,145	3,405	5,800	(2,395)
Total Parish Activities	19,363	4,956	8,150	(3,194)
Total Outreach & Mission	31,275	30,627	30,627	-
<b>Total Expense</b>	329,799	317,275	326,775	(9,500)
<b>Net Income (JAN-DEC 2019)</b>		882		
<b>FUND ENDING BALANCE (12/31/2019)</b>		70,444		

It's important that I share the numbers (as reflected in our financial reports) with the parish however they don't really communicate what our money DOES. Beth F. and I have attempted to categorize our financial information into Mission Areas.

This first chart shows MSP expenses grouped into traditional mission priorities for churches. Note that the Salary MSP line is divided equally among all Mission Priorities except Operations.

Worship & Music contains MSP costs associated with people who are the backbone of our Sunday services, or who support those people and the church.

Christian Education includes items like Church School and Adult Education, but it also includes items like Shrine Mont Scholarships.



Outreach includes both Mission Outreach and Community Outreach, including items like Hospitality and the Nursing Home Ministry.

Pastoral Care, which takes up 25% of Beth's time, includes one-quarter of the Salaries & Benefits line and the resources needed to support pastoral visits.

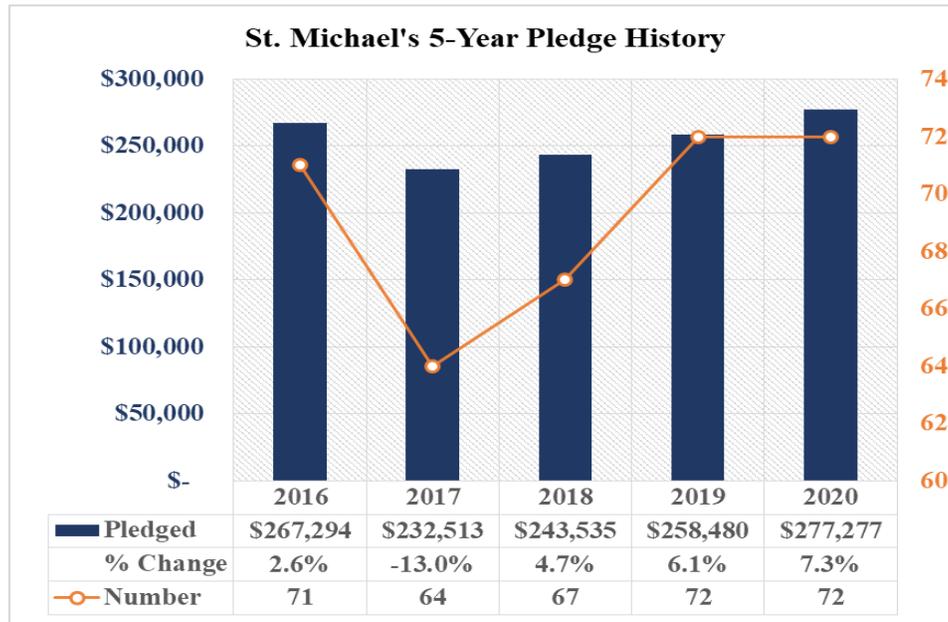
Operations are just that. MSP items that must happen to make all the other mission priorities work!

The appendix to the annual report contains several tables that go into more detail about our 2019 finances.

- **Operating Fund Results:** As a reminder, our Operating Fund is the account that covers our day-to-day expenses and annual budgeted commitments (ex: Diocesan Pledge). The Operating Fund contains the MSP items.
- **Fund Balance Results:** These are restricted funds for specific projects (ex: Roof Savings Fund, Organ Fund, Community Festival Funds, etc.). It's important to note that there is not a separate account that contains all the money listed for each fund. It's more of a tracking system to record when donations are given to St Michael's for a specific purpose so that we know how much money is currently available for that project.
- **Balance Sheet:** This table provides details on St Michael's assets and liabilities.

*Beth Addington*  
*Treasurer*

## 2020 Every Member Canvass (EMC)



Data current as of January 21, 2020

St. Michael's 5-year pledge history is reflective of the rector transition that began in 2016, which was marked by a sharp decline in both the number and total amount of pledges for 2017. Since Rev. Beth Franklin's arrival in late 2017, however, pledging has seen a very healthy recovery, with totals growing a remarkable 4.7% from 2017 to 2018 and 6.1% from 2018 to 2019.

Beth sought the establishment of a Stewardship Committee in 2018, as stewardship duties had long fallen to a sole parishioner, Tim Matlack. Tim's labors were extremely successful, but without any support, risked the loss of corporate knowledge and continuity. Having a committee provided a safety net against any such loss and permitted a fairer distribution of effort. In its second year, the Committee's greater resources enabled the writing of thank you notes for each pledge and the quarterly creation of Gratitude Stories, both of which the congregation appreciated. Another successful initiative was requesting a specific pledge increase of 4.5% to help St. Michael's bridge the transition-driven financial gap. Feedback from parishioners indicated the explicit ask was very helpful in quantifying how to adjust their giving, as shown by the 7.3% growth in total amount pledged from 2019 to 2020.

The church received 72 pledges for 2020, which included 12 new pledges and 60 renewals, returning the total number of pledges to pre-transition levels. Further, the average pledge amount for 2020 compared to 2016 increased by over \$1,000, resulting in almost \$10,000 more in total pledges than prior to the transition. Beyond the incredible commitment promised for 2020, the congregation exceeded fulfillment of 2019 pledges by \$9,910!

This year's Stewardship Committee was comprised of Tim Matlack, Barbara Adams, Dan Ruff, Matt Hand, and myself. We are sincerely grateful for your devotion and generosity.

*Kaipo McCartney*

## St. Michael's Endowment Fund

Established in 1999, the St. Michael's Fund seeks to ensure a firm financial foundation in furtherance of the mission of St. Michael's Church. The members of the Board in 2019 were Greg Hume, Vicki Barnett, Molly French, Nora Kelleher and Keith Andrew McCartney.

Monies in the St. Michael's Fund are invested with the Trustees of the Funds of the Diocese of Virginia, which manages more than \$140 million in funds on behalf of churches and other entities within the Diocese. The market value of the St. Michael's Fund as of November 30, 2019 was \$365,075.

In accordance with the spending policy outlined in the Fund Charter, the St. Michael's Fund Board approved payment of \$14,886 to support the St. Michael's operating fund in 2019, and approved payment of \$16,000 to support the St. Michael's operating fund in 2020. There were no donations to the Fund in 2019.

More information about the Fund is available from our pamphlet, the planned giving page on the church website, or any member of the Fund Board. If you have included St. Michael's in your will or estate plan, please let the Rector or Fund Board chair know.

*Greg Hume*

## Parish Communications

There's a lot going on at St. Michael's! To stay up-to-date, sign up to receive our parish communications via our website (from the menu, choose "Connect, Guardian Newsletter") or contact the Parish Office. You'll receive our newsletter, emails about upcoming events, and occasional news that needs to be shared between Sunday services.

How we spread the word:

- Our newsletter, *The Guardian*, is published twice a month and distributed electronically. If you prefer, paper copies are available for pick up in the Parish Hall. The most recent issue is also posted in the lower floor hallway to the Parish Hall.
- We've recently added "News for Neighbors" which will be published as needed to share news and events which may affect our neighbors. You're welcome to sign up to receive that, too (from the menu, choose "Connect, News for Neighbors").
- In addition to worship information, the Sunday service bulletin includes announcements. Pick up a copy at church or download it from our website (from the menu, choose "Worship, Service Times and Descriptions").
- Our website includes the latest news, sermons, and parish calendar.
- "Like" us on Facebook to receive social media postings.

*Cindy Matlack*

## Parish Office Report

It has been several years since I stepped into to serve as one of the volunteer parish administrators and subsequently as the permanent parish administrator. There is a rhythm to the role in preparing and printing weekly Bulletins and prayer lists, recording weekly pledge information, updating the worship and membership ledgers, tracking and purchasing supplies, maintaining the calendar and coordinating vendor activities in the facility. There are also those unexpected items like troubleshooting fire alarm signal alarms, resetting a balky elevator, and handling occasional floods. In addition to these regular activities, I continue to organize the office working files (both hard copy and digital) and my long-term effort to digitize and organize the archive files. I am regularly surprised by the interesting things to be found relating to this Parish (both the people and the facility). It remains my pleasure to serve the St. Michael's community.

*Wil Harkins*



# Worship

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## Acolytes

The word acolyte is derived from the Greek, akolouthos meaning follower, following, or attending on. Our Acolyte Ministry consists of a small and dedicated group of parishioners that assist in the celebration of worship services at St. Michael's. Many people associate the Acolyte Ministry with youth members. While that was historically the case at St. Michael's, in the past 20 years the Acolyte Ministry has become a combined youth and adult ministry. There are several acolyte rolls, server, crucifer, torch bearer, and occasionally banner bearers and thurifers. In 2019 we had 8 acolytes serving St. Michael's. We've started off 2020 with the addition of a new member and are always happy to add to our ranks.

*Wil Harkins*

## Altar Guild & Flower Guild

These 2 Guilds works primarily behind the scenes at the church, but the results of their hard work and dedication are visible every Sunday at the Altar. Both the set-up and clean-up of the vestments, the altar coverings, the candles, the communion elements, the altar flowers or decorations, even the matches that acolytes use to light the candles are all cared for by the Altar Guild. We are very fortunate to have exemplary Altar Guild team members, and many thanks to all of the volunteers who work on the Altar Guild and also thanks to those who have made flower dedications/donations this past year to help sustain our volunteer's efforts. One significant activity for the Altar Guild this year was to host a flower arranging workshop with the idea of starting a separate Flower Guild. We had an amazing 16 people attend to see and hear Mary Baylor from the National Cathedral, and then create our own flower arrangements. Most recently we are looking into a battery powered Sanctus candle which will save approximately \$300 in annual costs not to mention being much safer to handle. Let me know if you see any difference. We continue raising the idea with the Vestry of transitioning elements of the Altar Guild operations, the non-floral altar supplies such as hosts, wine, candles to funding from the overall St. Michael's operating fund instead of funding based completely on dedications.

The Altar Guild and Flower Guild are always on the lookout for new members and welcome anyone interested in working with us! Please see Linda Denson if you have any questions.

*Linda Denson*

## Children's Chapel

Children's Chapel meets weekly during the 10 AM worship service. Pre-kindergarten through elementary-aged school children are invited to worship in our Chapel (located upstairs). The children participate in a gathering activity that mixes fellowship, the daily Bible lesson, and play. They then proceed to the chapel for their worship service, which is a short service based on the Rite II Eucharist. The children learn the order of worship, proper responses, hymns, the Apostle's Creed, and the Prayers

of the People. Bible lessons serve as a basis for a sermon discussion. The children serve as: ushers, crucifer, acolytes, prayer leaders, and offering collector. At the conclusion of the service, the children join their parents in church for Communion.

Our thanks are due to our chapel leaders: Jane Cook, Terri Katon, Julia Carter, and joining this extraordinary team in the Fall, Tom Sheldon.

*The Reverend Beth Franklin*

## **Nursing Home Ministry**

More than ever, “We must invite the sick, old, and dying—like our spiritual forebears—into our hearts, homes, and services. And when they are no longer able to come, let us go to them, without apology or hesitation,” writes Stan Guthrie in a recent BreakPoint article. At St. Michael’s, the nursing home ministry is one way we go out to people who are unable to come to church because of poor health or disabilities.

Since the 1990s, the nursing home ministry enables us to share faith and fellowship with residents of Regency Care of Arlington and Powhatan Nursing Home. At Regency, many residents are “regulars” for what is often their only church service on Sundays. For some, the congregation may be their last church. Worshipping together is very meaningful to them, and to us.

New members of the Nursing Home Ministry are needed, especially families with children age 4 and older. Opportunities include serving once a month or occasionally at the Sunday Regency Care service and monthly on the Friday service at Powhatan. Roles include:

- Helpers who assist residents and read the Sunday scripture, including children
- Vocalists or musicians who play the digital piano or another instrument so the congregation can enjoy familiar Christian hymns
- Lay Eucharistic ministers (LEMs)

At Regency Care in Crystal City, we celebrate Holy Eucharist on the first Sunday of each month with approximately 20-25 residents and sometimes their family and friends, and on the other Sundays we have Morning Prayer. About 12 residents at Powhatan on the second Friday participate in our monthly Holy Eucharist service, and a mix of Powhatan residents and their visitors enjoy acoustic guitar at Powhatan on three Sundays each month.

Please consider joining us at a service, whether you’d like to visit once or explore a possible call to ministry. If you decide to serve, we’ll train you. If not, you’ll gain a deeper understanding of our church out in the community.

*Molly French*

## Lay Eucharistic Ministers

In 2019, we welcomed several new individuals as Lay Eucharistic Ministers in our midst. Lay Eucharistic Ministers, or LEMs, administer the chalice during the Eucharist. LEMs also lead the congregation in the Prayers of the People, and regularly serve in the Nursing Home Ministry. LEMs are selected by the Rector and licensed by the Bishop, according to Diocesan practice. These individuals were particularly instrumental in making possible multiple funerals, and other worship opportunities beyond Sunday morning. We continue to be grateful for all who are dedicated to this important ministry.

## Lector Ministry

Lectors are members of the congregation who, after training and by continued study, regularly read the lessons at each of the Sunday services. We are blessed to have a regular rotation of lectors who represent the breadth of diversity at St. Michael's. These leaders are supplemented by other members of the congregation, who read for special services on Pentecost, the Passion on Palm Sunday, and the Service of Lessons and Carols.

## Music Program

It is my great privilege to write this report and reflect over the musical life of St. Michael's over the past year. I am starting to have a new perspective on what to do next, now that I have been present for an entire liturgical year!

The Sanctuary Choir has continued to grow to almost double its original size. I am so thankful to have been working with these brave choir members who I do my best to challenge every single week. We have tackled repertoire that expands the envelope of what the choir members believe they are able to sing, and they have done this with grace, curiosity, and good humor. If you are curious about what that is like, I encourage you to ask a choir member about singing a cappella (without accompaniment) in front of the whole congregation!

I also want to give a special commendation to those who attend the 8:00 service. Beth and I have been experimenting quite dramatically with what church music can look like at that service. It is a growing process and we don't always get it exactly right. However, no matter what I've thrown at them, the 8:00 attendees have taken it with good cheer and given it a try. I look forward to continuing to navigate these experiments to find how music can be a part of every service in our liturgical life at St. Michael's.

It is a balm to the soul each week to hear the joyful noise at the 10:00 service as well! One of my favorite things in the world to do is sing and play hymns and I'm grateful that, even when the particular hymn of the week is less familiar, everyone sings it to the best of their ability. This is the sound of God and it is precious. I love to see the faces in both services when I step up in the front and say, "It's time for some new service music!" Believe me, if you do not think you know someone who regularly goes to the other service, you at least share that moment of brief surprise (or even fear!) when I step in front of you all and ask you to try something new. That spirit of creativity and joyful participation is something that links all of us that come to St. Michael's, no matter when or how often.

It has been a tremendous honor to be serving as the music minister at St. Michael's for a full year. The last time I wrote the annual report, I had only been here for about four months and was very much still finding my feet in this chapter of my life. However, I am continually astounded that the enormous generosity and welcome I have felt each and every day working with you all. For those who have asked about how long my graduate studies are – don't worry! I'm still going to be here for at least another four years, and I look forward to every moment of them.

*Noel Warford*  
*Music Minister*

## Ushering Ministry

Our usher corps serves at both Sunday morning services and other major observances. Ushers welcome those attending the service, provide service bulletins, help seat those who need assistance, and participate in the worship service. During the worship service, the ushers carry the elements to the altar, take up the collection, and guide parishioners to the altar for communion.

As with other St. Michael's ministries, the more the merrier. We currently count 12 ushers, and additional members are always welcome. Ushers generally serve one Sunday every four to six weeks and may select which service (8:00 or 10:00 AM) they wish to serve. The time commitment is minimal; one arrives 15 minutes early and leaves about 10 minutes after the service is over. An experienced usher will help you the first couple of times before you fly on your own.

Serving as an usher is a great way to engage with your fellow parishioners and to help newcomers feel welcome. If you're interested in learning more, please contact either one of us or speak to an usher serving on Sunday.

*Cindy and Tim Matlack*

## Welcoming Ministry (Greeters)

The Welcoming Ministry will always be critical in the life of our church. A friendly face at the door indicates not only what visitors will find inside, but who we hope to be as Christians. Members of this ministry not only offer a greeting, but also provide directions to Children's Chapel, the Nursery, and the Sanctuary. Greeters also alert the Rector about newcomers and make introductions to fellow parishioners. Under the leadership of our rector, St. Michael's continued to warmly welcome visitors and invite them into our communal life.

*Fran Olsen*

# Christian Formation

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## Adult Formulation

Adult Formation opportunities were offered throughout the year in a variety of contexts. During the season of Lent, we engaged in the Episcopal Church's program, The Way of Love. Throughout the course of the summer, a book study was hosted at the rectory. During Advent we engaged the Data Walk, on loan from Arlington Partnership for Affordable House, alongside photographs from our local community. With faithful guidance from Maureen Doallas, the series of exhibitions and artists on display in the parish hall deeply enriched our communal life. Throughout the year, committee meetings began with Dwelling in the Word (bible study), acknowledging that our leadership roles involve constant formation.

## Faith Formation Festival (formerly Vacation Bible School)

This was the first year in many that St. Michael's did not host a traditional Vacation Bible School. After staff transitions and discernment about the continuing role of this offering throughout the community, leaders decided to make an offering that attended to the same mission – a fun, creative means for engaging children in stories of the Bible. In its place, we had a Faith Formation Festival for children and families.

One Saturday morning in August we gathered children and families around the story of the Feeding of the 5,000. We packed 800 pounds of apples for Arlington Food Assistance Center. We concluded the morning with games and snacks on the front lawn. We were blessed with volunteers and parents who organized the food bagging, games, and snacks for this enjoyable communal offering.

The Children & Youth Ministry Committee will assume leadership for this event.

*The Reverend Beth Franklin*

## Sunday School For All

St. Michael's Sunday School program offered classes for children from preschool through high school to expose them to the teachings of the Episcopal Church and to help them explore their faith in Jesus Christ. Sunday School met at 9 AM for 45 minutes before the 10 AM service. Our elementary class was faithfully taught by Colleen Levine, Pauline Kusiak, and Melanie Monahan.

The middle and high school class was taught by Dan Plafcan, addressing issues of faith. The students actively participated in the teaching of the class with student-led lessons.

Despite growing numbers of children and families at St. Michael's in the last year, attendance in Sunday School waned significantly in 2019. Leadership engaged parents and teachers in discussion to discern next steps for this important ministry. After much prayer, it was decided to discontinue weekly Sunday School for children and youth. What we are learning is that the traditional ways in which we formed children and youth through weekly classroom settings may not be the means that work for families

today. The rector convened a Faith Formation team to experiment with monthly Sunday School offerings for all ages, which began in October. We meet on the first Sunday of the month from 9:00-9:45 AM. We will remain attentive to the many ways in which we attend to the formation of our children and youth.

*The Reverend Beth Franklin*



Saint Michael's Episcopal Church  
Arlington, VA

# Outreach

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## Mission & Outreach

In 2019, The Mission and Outreach Committee continued to engage in the discernment process, asking and seeking to answer the fundamental questions of what we do as a parish and why we do it. The process continues to be challenging, and at times frustrating, especially as we probed difficult questions of ourselves and reassessed some of our years-long partnership with organizations. This process has allowed us to step back and explore a range of possible alternatives going forward and how we might better define a process for supporting ministries in the future. The committee is guided by these words to help us on this journey:

*To live as doers of the word alongside Christ and others.* (Inspired by James 1:22)

We hope to continue our discernment process in 2020 as we also explore the talents and assets we have within our parish and how we might share those with the wider world, and especially with those in need.

In 2019 St. Michael’s collectively supported the following ministries in the form of volunteer time and talent, contributions of goods and services and/or financial contributions:

Organization	Mission and St. Michael’s involvement	2019 Contributions
<b>AFAC (Arlington Food Assistance Center)</b>	Provides supplemental food assistance to Arlington County residents. St. Michael’s provided hundreds of pounds of food collections in 2019.	\$500 and volunteer time
<b>APAH (Arlington Partnership for Affordable Housing)</b>	Provides affordable housing for low-income residents in Arlington. Parishioners donated backpacks filled with school supplies and provided toys and volunteered for a Christmas Toy Store for residents living in APAH properties.	In kind donations
<b>A-SPAN (Arlington Street People’s Assistance)</b>	Immediate and longer-term services for homeless in Arlington. In 2019 St. Michael’s Parishioners served dinner to residents once a month at the homeless shelter.	Volunteer time
<b>Bishop’s Discretionary Fund</b>	Yellow envelope collections during the Bishop’s visit for discretionary needs	\$1000

<b>Doorways for Women and Families</b>	Creating pathways out of domestic violence and homelessness toward safe, stable lives, providing temporary shelter and transition to permanent homes.	\$480
<b>ERD (Episcopal Relief and Development)</b>	Episcopal Relief & Development works with our partners worldwide to alleviate hunger, create economic opportunities, respond to disasters, promote health and strengthen communities. Contribution was designated for Hurricane Dorian relief.	\$1070
<b>INOVA Blood Drive</b>	Collects blood that saves lives every day in our community. St. Michael's offered two blood drives during 2019.	Direct service
<b>Meals on Wheels</b>	Volunteers deliver meals to homebound individuals who, due to age, illness, or other distress, are confined and unable or willing to secure sustenance. St. Michael's volunteers deliver three routes per month.	Direct service

*2019 Members of the Mission and Outreach Committee:*

*Monica Dinan, Terry Dinan (Co-chair), Maureen Doallas, Janet Hansen, Lisa Harkins (Co-chair), Caroline Haynes, Helen Hines, Linda Kelleher, Daniel Ruff, Dean Scribner, Michele Casciano (vestry liaison)*



# Parish Life

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## Arts & Faith Ministry: A Program of Visual Art Exhibitions

In 2019, with the support of The Rev. Beth Franklin, St. Michael's Arts Ministry launched for the first time a full year of exhibitions that not only transformed our Parish Hall but also engaged parishioners in thinking and talking about the ways that the arts enrich and inform our faith and lead to discoveries of God's creative hand in all that we do.

The first exhibition, a solo show of spiritually themed art by local painter Elise Ritter, underscored our observances throughout the reflective period of Lent, and taught us, through "slow looking," about the value of taking time to observe and make space for God in our lives. After Easter, we offered an exhibit celebrating Planet Earth and the incomparable beauty of God's creation. The group show included paintings and photographs by five artists, each of whom brought to bear her personal perspective on the portrayal of her subjects, and helped deepen our appreciation and awareness of our responsibilities as the principal stewards of our environment.

While the exhibition program took a break over the summer, a group of parishioners continued their pursuit of artistic interests, attending, with members of our sister church Lomax A.M.E. Zion the biennial quilt exhibition "Sacred Threads." The follow-on to that day-long outing was our early-fall exhibition "The Quilted Word", which displayed a selection of quilts conceived and made by art quilter Terry Peckarsky. Numbers of visitors to our annual Block Party remarked that they came especially to see the show.

We closed out the year with "Visualizing Our Community, Ourselves," a joint project with Arlington Partnership for Affordable Housing and local photographer Matt Swanson. Using Swanson's photographs of the Westover neighborhood, especially our October Block Party, and APHA's Data Walk, a series of demographic facts about Arlington mounted on totems, we incorporated the exhibition into one of our 2019 Advent activities, which afforded us opportunities to explore inequities in our community and how we might best turn God's light on those in need. The success of that activity has prompted a decision by APAH to continue making the Data Walk available for display in 2020.

Each quarter's exhibition included a reception and an opportunity for parishioners to meet and talk with the artist or artists whose work was on view.

*Maureen E. Doallas*

## Bible Challenge and Beyond(ers)

This year we continued to delve into books from multiple authors to further our understanding of the Bible and of God. We read, mark, learn and inwardly digest our books chapter-by-chapter with weekly

in-depth discussions of what we've read. We occasionally watch online courses about the Bible as well. In 2019 we read:

Liberating the Gospels and The Fourth Gospel: Tales of a Jewish Mystic by John Shelby Spong, Saint Saul, a Skeleton Key to the Historical Jesus by Donald Hartman Akenson and Slightly Bad Girls of the Bible by Liz Curtis Higgs.

*Helen Hines*

## Block Party

This year we continued with our success from 2018 with the Community Block Party. It was a big hit attended by parishioners and neighbors alike. We included pumpkin painting for kids (young and old), a moon bounce, and our great, award-winning BBQ and other goodies and beverages. Showcased were two exciting music groups to entertain us - the women's Irish band "Malarkey" (of which our own parishioner Terry Dinan is a member) and "Sur Andes", the Bolivian musicians who practice in our parish hall. In addition, we hosted the Second Annual Inova Blood Drive in memory of Kim Sutter. A good time was had by all!

*Helen Hines*

## Friday Bridge Club

The Friday Bridge Club is limping a bit but never stopping and we have the opportunity to invite both parishioners and non-parishioners of St Michael's. We meet every Friday afternoon at 1:30 PM. For more info contact Maria Abbott or Linda Denson. Join us any time!

*Maria Abbott*

## XYZ (Extra Years of Zest)

XYZ (Xtra Years of Zest) is a potluck lunch program that meets the first Thursday of every other month. Though the activity is designed for senior citizens, parishioners and friends of all ages are welcome. We meet at noon for conversation and punch and eat at 12:30. Attendance ranges from 18 to 24. Lunch is followed by a program, provided gratis (thank you) by members of our own parish as well as guests.

- February: DC tour guide Mary Thorne.
- April: Professional organizer Liz Perkinson.
- June: Dr. Lesley Francis, granddaughter of poet Robert Frost.
- August: Lunch and conversation at the rectory.
- October: Origins of Idioms—It Means What?
- December: Dramatist Arthur Roach and carol sing.

I thank co-coordinator and steady hand Jane Cook, who provides decorations and door prizes—some eagerly anticipated. Thanks also to participants who help with cleanup. We look forward to a good round of lunches in 2020. Please join us.

*Evelyn Bence*

## Youth Group

As described elsewhere in this annual report, St. Michael's Youth Ministry has transitioned over the last year from being centered around weekly Sunday School to diversifying into a set of synergistic activities (e.g., including Intergenerational Faith Formation). The space created by this new structure has enabled St. Michael's to support more youth group offerings. For example, in the fall, several youth and two adult leaders (Nora and Kathryn) participated in the high school Parish Youth Ministry retreat at Shrine Mont. We hope to continue to provide opportunities for youth to develop, in relationship with each other, their spirituality and identity as a member of the body of Christ.

*Dan Plafcan*



## APPENDIX: FINANCIAL REPORT DETAILED TABLES

### OPERATING FUND RESULTS – PRELIMINARY YEAR-END REPORT FOR 2019

					2018 Actual Totals	2019 Actual Totals	2019 \$ Over Budget	2019 % of Budget	2019 Annual Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>Pledges &amp; Offerings</b>									
			<b>4100 · Pledges</b>	237,451	246,646	15,131	107%	231,515	
			<b>4104 · Advance Pledges Transfer</b>	26,583	23,715	0	100%	23,715	
			<b>4101 · Other Contributions</b>	685	18,507	-1,493	93%	20,000	
			<b>Total Pledges &amp; Offerings</b>	264,719	288,868	13,638	105%	275,230	
<b>Investment &amp; Other Income</b>									
			<b>4400 · Trustees of the Funds (STAMP)</b>	1,487	4,094				
			<b>2018 BUDGET - 4402 · Prior Year Surplus</b>	10,000					
			<b>4401 · St. Michael's Fund Transfer</b>	8,000	14,886	20	100%	14,866	
			<b>4520 · Miscellaneous Income</b>	14,182	10,309	309	103%	10,000	
			<b>Total Investment &amp; Other Income</b>	33,669	29,289	4,423	118%	24,866	
			<b>Total Income</b>	298,388	318,157	18,061	106%	300,096	
<b>Expense</b>									
<b>Salaries &amp; Benefits</b>									
			<b>5110 · Salaries</b>	156,922	147,113	646	100%	146,467	
			<b>5115 · Supply Clergy Stipend</b>	1,399	1,389	-581	71%	1,970	
			<b>5120 · Pension Contributions</b>	22,059	21,764	-2,129	91%	23,893	
			<b>5130 · Insurance (Staff)</b>	9,420	11,640	0	100%	11,640	
			<b>5140 · FICA &amp; SECA</b>	10,227	11,384	179	102%	11,205	
			<b>5160 · Auto Allowance</b>	488	222	-778	22%	1,000	
			<b>5170 · Direct Deposit Fees</b>	272	185	-90	67%	275	
			<b>5180 · Rector's Hospitality Fund</b>	500	309	-441	41%	750	
			<b>Total Salaries &amp; Benefits</b>	201,287	194,006	-3,194	98%	197,200	
<b>Buildings &amp; Grounds</b>									
			<b>5230 · Insurance</b>	10,296	10,749	1,324	114%	9,425	
			<b>5240 · Utilities</b>	7,756	7,868	368	105%	7,500	
			<b>5241 · Utilities - Rectory</b>	3,577	3,198	-102	97%	3,300	
			<b>5250 · Cleaning/Maintenance</b>	3,648	7,524	-7,476	50%	15,000	
			<b>5251 · Lawn Service</b>	1,069	4,973	1,523	144%	3,450	
			<b>5260 · Fire/Security</b>	1,612	3,328	1,328	166%	2,000	
			<b>5270 · Routine Maintenance</b>						
			<b>5270.1 · Elevator Maintenance</b>	3,042	5,325	170	103%	5,155	
			<b>5270.2 · Routine Maintenance</b>	11,551	9,246	1,246	116%	8,000	
			<b>Total 5270 · Routine Maintenance</b>	14,593	14,571	1,416	111%	13,155	



items are under-spent due to very careful expense monitoring by the Vestry over the 2019 year due to the known ~\$26,700 budget deficit.

5115 · Supply Clergy Stipend, 5160 · Auto Allowance, 5170 · Direct Deposit Fees, 5180 · Rector's Hospitality Fund, 5250 · Cleaning/Maintenance, 5340 · Postage, 5410 · Church School, 5430 · Vacation Bible School, 5440 · Clergy Continuing Education, 5510 · Hospitality, 5530 · Communications, 5541 · Nursing Home Ministry, 5550 · Diocesan Council Meetings, 5560 · Vestry/Annual Meeting, 5570 · Altar Guild Expenses

The following 6 expense line items are over-spent relative to their planned expenses by more than 10% (total spent as of 31 December is greater than 110% of total budgeted amount). The reasons for the higher than budgeted expenses are noted below.

5260 · Fire/Security: One Fire Alarm Fault Repair (\$450), and a County inspection (related to the Child Care Facility permitting, \$1300) caused this line item to be \$1,328 overspent.

5251 · Lawn Service: More snow events, which required removal per our contract, than expected in 2019 caused this line item to be \$1,523 overspent.

5270.2 · Routine Maintenance: There were multiple unexpected Routine Maintenance expenses in 2019, however the primary drivers for the \$1,246 overage are the A/C Blower repair (\$1600), and HVAC repair/UV Treatment (\$1500) at the Rectory.

5520 · Music & Choir: One substitute organist event caused this line item to be \$213 overspent.

5230 · Insurance: This line item to be \$1,324 overspent simply because insurance costs in 2019 were underestimated.

5540 · Senior Youth Group: There was not a Senior Youth Group line item in the 2019 budget at all, however an \$154 expense was categorized against this line item.

**FUND BALANCE RESULTS – PRELIMINARY YEAR-END REPORT FOR 2019**

	Dec 31, 18	Income	Expenses	Fund Transfers	Dec 31, 19	\$ Change
<b>3000 - Fund Balances</b>						
1 - Operating Fund	75,138	318,156	317,277		76,018	880
2 - Special Purpose Funds	205	208	413		0	(205)
12 - Altar Guild	6,972	3,134	2,516		7,589	617
16 - Organ Fund	6,510	0	0		6,510	0
17 - Music Fund	3,731	275	275		3,731	0
18 - Rector's Discretionary Fund	931	3,857	3,499		1,290	359
26 - Outreach Fund	7,454	7,643	3,050		12,047	4,593
<b>Total Operational Funds</b>	<b>100,941</b>	<b>333,273</b>	<b>327,029</b>	<b>0</b>	<b>107,185</b>	<b>6,243</b>
3 - Major Maintenance	8,159	7,595	0		15,754	7,595
4 - Prepaid Pledges	23,715	33,138	23,715		33,138	9,423
5 - Memorial Fund	25,791	15,706	557		40,940	15,149
9 - Staff Development Fund	5,407	3,798	154		9,050	3,644
11 - St. Michael's Endowment Fund	320,431	23,945	14,886		329,490	9,059
14 - Scholarship Fund	15	1,452	355		1,112	1,097
15 - Elevator Savings Fund	3,428	22	0		3,450	22
19 - Roof Savings Fund	19,780	275	0		20,055	275
20 - Stained Glass Window Fund	1,580	50	0		1,630	50
22 - Clergy Sabbatical Fund	16,980	1,899	0		18,879	1,899
30 - Senior Youth Group Fund	4,671	0	1,888		2,783	(1,888)
33 - Community/Festival Fund	8,050	559	1,780		6,829	(1,221)
34 - Pilgrimage Fund	0	370	370		0	0
35 - Capital Campaign	0	0	0		0	0
36 - Shrine Mont	(16)	7,582	7,566		0	16
	0					
<b>Total Special Savings Funds</b>	<b>437,990</b>	<b>96,391</b>	<b>51,271</b>	<b>0</b>	<b>483,110</b>	<b>45,120</b>
31 - Plant Fund	2,751,821	0	0	0	2,751,821	0
<b>Total 3000 - All Fund Balances</b>	<b>3,290,753</b>	<b>429,663</b>	<b>378,301</b>	<b>0</b>	<b>3,342,115</b>	<b>51,363</b>

**BALANCE SHEET – PRELIMINARY YEAR-END REPORT FOR 2019**

				Dec 31, 19	Dec 31, 18	\$ Change
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
		1125 - TD Bank Checking Account		113,597	81,413	32,184
		<b>Total Checking/Savings</b>		113,597	81,413	32,184
<b>Accounts Receivable</b>						
		1190 - Accounts Receivable NFG		605	9,383	-8,778
		<b>Total Accounts Receivable</b>		605	9,383	-8,778
<b>Other Current Assets</b>						
		1532 - STAMP Fund				
		Cost		105,806	103,397	2,409
		Unrealized Gain/Loss STAMP Fund		-560	-2,245	1,685
		<b>Total 1532 - STAMP Fund</b>		105,246	101,152	4,094
		1200 - Other Receivables		74	51	23
		1530 - St. Michael's Endowment Fund				
		Cost		322,248	318,672	3,576
		Unrealized Gain/(Loss)		38,076	17,624	20,452
		<b>Total 1530 - St. Michael's Endowment Fund</b>		360,324	336,296	24,028
		1531 - St. Michael's General Fund				
		Cost		11,535	11,042	493
		Unrealized Gain/(Loss)		-1,816	-2,342	526
		<b>Total 1531 - St. Michael's General Fund</b>		9,719	8,700	1,019
		1710 - Prepaid Expenses		7,321	6,265	1,056
		<b>Total Other Current Assets</b>		482,684	452,464	30,220
		<b>Total Current Assets</b>		596,886	543,260	53,626
<b>Fixed Assets</b>						
<b>1900 - Property &amp; Equipment (Net)</b>						
<b>Church</b>						
		Sanctuary		321,400	321,400	0
		Education		480,393	480,393	0
		Elevator		343,680	343,680	0
		Offices		86,451	86,451	0
		Land		1,344,100	1,344,100	0
		<b>Total Church</b>		2,576,024	2,576,024	0
<b>Rectory</b>						
		Residence		261,300	261,300	0
		Land		610,000	610,000	0

			Dec 31, 19	Dec 31, 18	\$ Change
		<b>Total Rectory</b>	871,300	871,300	0
		<b>Columbarium</b>	37,915	37,915	0
		<b>Renovations</b>	508,102	508,102	0
		<b>Organ</b>	156,818	156,818	0
		<b>Furnishings</b>	65,354	65,354	0
		<b>Accumulated Depreciation</b>	-1,463,692	-1,463,692	0
		<b>Total 1900 - Property &amp; Equipment (Net)</b>	2,751,821	2,751,821	0
		<b>Total Fixed Assets</b>	2,751,821	2,751,821	0
		<b>TOTAL ASSETS</b>	<b>3,348,707</b>	<b>3,295,081</b>	<b>53,626</b>
		<b>LIABILITIES &amp; EQUITY</b>			
		<b>Liabilities</b>			
		<b>Current Liabilities</b>			
		<b>Accounts Payable</b>			
		<b>2000 - Accounts Payable</b>	1,231	3,255	-2,024
		<b>Total Accounts Payable</b>	1,231	3,255	-2,024
		<b>Other Current Liabilities</b>			
		<b>2010 - Payroll Liabilities</b>	5,361	1,072	4,289
		<b>Total Other Current Liabilities</b>	5,361	1,072	4,289
		<b>Total Current Liabilities</b>	6,592	4,327	2,265
		<b>Total Liabilities</b>	6,592	4,327	2,265
		<b>Equity</b>			
		<b>3000 - Fund Balances</b>			
		<b>1 - Operating Fund</b>	76,018	75,139	879
		<b>2 - Special Purpose Funds</b>	0	205	-205
		<b>3 - Major Maintenance</b>	15,754	8,159	7,595
		<b>4 - Prepaid Pledges</b>	33,138	23,715	9,423
		<b>5 - Memorial Fund</b>	40,940	25,791	15,149
		<b>9 - Staff Development Fund</b>	9,051	5,407	3,644
		<b>11 - St. Michael's Endowment Fund</b>	329,490	320,431	9,059
		<b>12 - Altar Guild</b>	7,589	6,972	617
		<b>14 - ShrineMont/VBS Scholarship Fund</b>	1,112	15	1,097
		<b>15 - Elevator Fund</b>	3,450	3,428	22
		<b>16 - Organ Fund</b>	6,510	6,510	0
		<b>17 - Music Fund</b>	3,731	3,731	0
		<b>18 - Rector's Discretionary Fund</b>	1,290	931	359
		<b>19 - Roof Savings Fund</b>	20,055	19,780	275
		<b>20 - Stained Glass Window</b>	1,630	1,580	50
		<b>22 - Clergy Sabbatical Fund</b>	18,879	16,980	1,899
		<b>26 - Outreach Fund</b>	12,046	7,454	4,592
		<b>30 - Senior Youth Group Fund</b>	2,783	4,671	-1,888

			Dec 31, 19	Dec 31, 18	\$ Change
		<b>33 - Community/Festival Fund</b>	6,829	8,050	-1,221
		<b>31 - Plant Fund</b>	2,751,821	2,751,821	0
		<b>35 - Capital Campaign Fund</b>	0	0	0
		<b>36 - ShrineMont Fund</b>	0	-16	16
		<b>Total 3000 - Fund Balances</b>	3,342,116	3,290,754	51,362
		<b>Retained Earnings</b>	-51,363	125,246	-176,609
		<b>Net Income</b>	51,363	-125,246	176,609
		<b>Total Equity</b>	3,342,116	3,290,754	51,362
		<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,348,708</b>	<b>3,295,081</b>	<b>53,627</b>

