



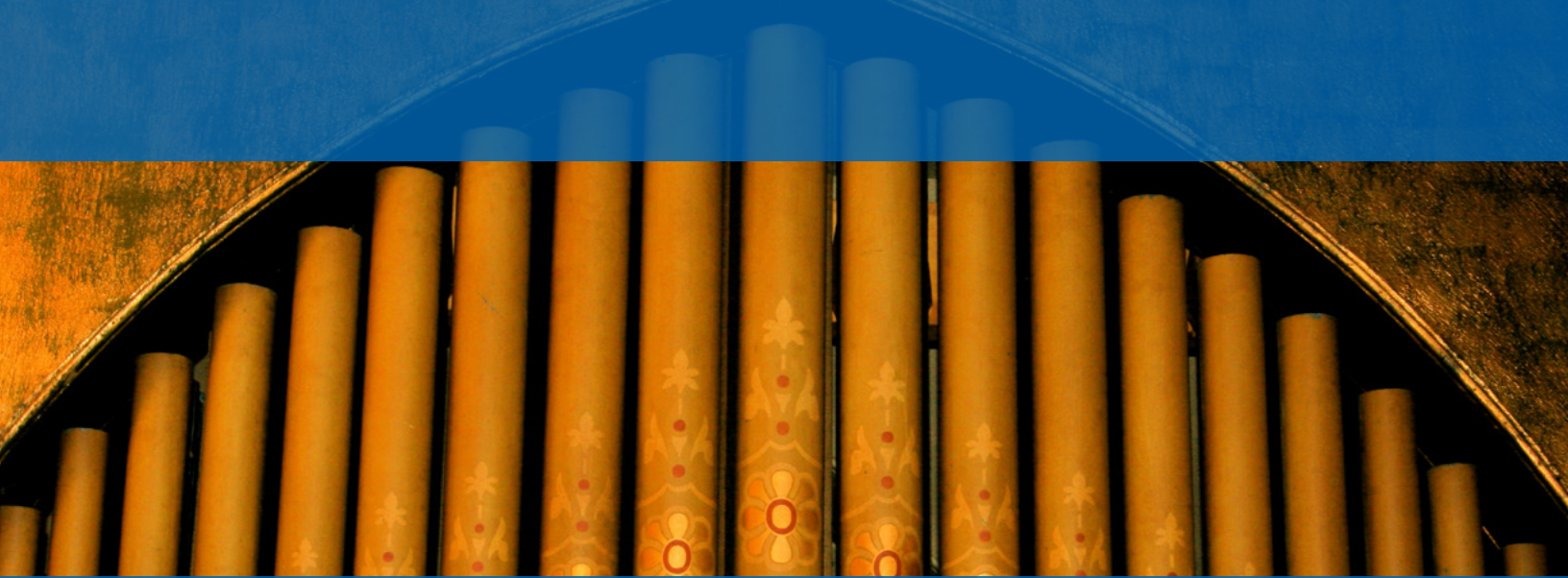
EMMANUEL
EPISCOPAL CHURCH

THE PARISH OF EMMANUEL CHURCH 128TH ANNUAL MEETING

ANNUAL REPORT FOR YEAR 2020 | BUDGET FOR YEAR 2021

FEBRUARY 28, 2021





The Parish of Emmanuel Church 128th Annual Meeting

Annual Report for Year 2020 • Budget for Year 2021
February 28, 2021

Opening Prayer	The Rev. Dr. Joyce Caggiano
Quorum—Attendance Sheet	Gail Halpin-Evans
Reading of the Warrant	Gail Halpin-Evans
Clerk's Report	Gail Halpin-Evans
Minutes of the 127 th Annual Meeting, January 26, 2020	
Priest-in-Residence Report	The Rev. Dr. Joyce Caggiano
Co-Wardens' Report	John Gooley and Susan Kryczka
Nominating Committee Report	Gail Halpin-Evans
Finance Committee Report	John Gooley
Proposals for the Good of the Parish	
Adjournment	John Gooley

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WARRANT

THE PARISH OF EMMANUEL CHURCH
WEST ROXBURY, MASSACHUSETTS
128TH ANNUAL PARISH MEETING
SUNDAY, FEBRUARY 28, 2021

The 128th Annual Meeting of the Parish of Emmanuel Church, 21 Stratford Street, West Roxbury Massachusetts, will be held via Zoom Video Conferencing on Sunday, February 28, 2021 at 10:00 am to act on the following:

- 1) The election of Officers of the Parish
- 2) The election of the persons to serve on the Vestry
- 3) The election of two Delegates and one Alternate Delegate to represent the Parish at the Convention of the Episcopal Diocese of Massachusetts
- 4) The election of five Delegates to represent the Parish in the Neponset River Deanery and such other delegates as may come before the meeting
- 5) The presentation and receipt of reports from all Parish Officers and organizations and, the conducting of such business as may appropriately come before the assembly.

A handwritten signature in black ink, appearing to read "John Gooley".

John Gooley, Co-Warden

A handwritten signature in black ink, appearing to read "Susan M. Kryczka".

Susan M. Kryczka, Co-Warden



Minutes of the 127TH Annual Meeting of The Parish of Emmanuel Church, West Roxbury

The 127th meeting of The Parish of Emmanuel Church was held on January 26, 2020 and was called to order at 11:30 am. All members 16 and older in attendance signed in and signed acceptance of the by-laws. A quorum was present. The Warrant, which had been previously posted in accordance with the by-laws, was read. Rev. Joyce opened with a prayer for the parish.

WARDENS' REPORT

John Goey indicated that since we had all received a copy of the Annual Report in advance and had presumably already read it, that he was not going to read it all aloud. He pointed out some key points. At the last Annual Meeting we had recently welcomed Rev. Voysey as our new clergy person, but he soon realized that his commute was too great to sustain, so we again found ourselves rudderless. We used supply clergy to hold Sunday services and Eucharist between Stephen's departure and the arrival of Rev. Joyce.

We had a productive Parish meeting in June of 2019 to talk about our future. The Vestry has been busy in an ongoing process to increase visibility and evangelism. If you live in West Roxbury or Roslindale, you would have received the postcard sent to all residents just before Christmas. We had an extraordinary response with 111 attendees at Christmas Eve service, breaking records of more than 20 years. Obviously, record attendance at one service isn't enough. We also will be running ads for the next 26 weeks to help unchurched or folks thinking about a church aware that we are here. We have had 2-3 couples looking to have baptisms done in the upcoming Easter season after getting the postcards.

John thanked Gail for offering our children Sunday School each week. We continue to be involved in the BSAFE program to serve lunch at Church of the Holy Spirit Mattapan. Our backpack mission in 2019 worked with local organizations ABCD and Home for Little Wanderers and distributed 144 backpacks. We also support the Epiphany School supper program which feeds dinner to 75-80 middle schoolers. Thanks to Terri for her outreach to the homebound and others who cannot attend church by sending service bulletins.

We have continued advertisements with Diocese and Organist Guild for an organist. We thank Andy Castiglione for his continued generosity. Andy announced that he'd like to stay with some stipulations around time off flexibility.

PRIEST IN CHARGE REPORT

Rev. Joyce said although she has only been here a couple of months, she has noticed a lot of energy at Emmanuel even while she was a supply priest during the summer 2019. She sees a lot of good things. We do not maintain a building like this without a lot of volunteers. This parish has its challenges, but this is the issue with any church with lower attendance. She noted that spirits do not need to be dampened nor do Emmanuel have to stay small. It takes

time but this parish will grow! As only quarter time priest, she would like to put in more time to help make it happen.

Terri pointed out that Joyce's sermons are on YouTube and attested to enjoying listening to those sermons in the morning. She encouraged others to send friends the link to YouTube to watch the sermons. Susan noted that Emmanuel has had 128 views since November!

Joyce noted that the church at large does not use electronics well. Because we have some savvy people here, we want to take advantage. It would be good if the site could be interactive not for leaving a lot of comment, but for things like signup.

OTHER REPORTS

Property expenses were not remarkable. Thanks to Mark Skillman for arranging to replace the old sign out front so that it now looks like we are open and care about this parish.

FINANCE COMMITTEE AND TREASURER REPORT

John expressed that he hopes folks have reviewed the budget. The upcoming year budget is balanced. Pledged income went from \$25,360 to \$28,400. Cathy reported that we had a static number of pledging. If you have not pledged yet, please do so - It helps with budgeting for the upcoming year. We thank all those people who do pledge and ask if they'd consider a cost of living update this year if they can afford it. Christmas plate and Easter plate were both higher than budget in 2019.

Of the \$25,000 of our rectory sale proceeds released to us by the Diocese, we spent about \$10,000 for the postcard mail and we have about \$15,000 left currently. When we pay the rest of the bills, we will have about \$3,000 left. The Parish especially thanked Mark Skillman for his efforts in helping us get those funds released to us.

We also had a \$2,500 congregational development grant of which \$900 was spent on new street signs and another \$900 for new postcards for visitors. We had \$1,000 Sending and Serving Grant for the backpack campaign.

Ongoing expenses are based on stated assumptions. For example, the organist budget assumes that we will not find a permanent organist until mid-year. The Diocesan assessment continues to be net zero after the dividends from the Church of Our Savior, Roslindale fund.

We continue to have income from the Kingdom Church, Step Dancers, and Yoga and we now have a CPR class every Tuesday night. The classes are open to the paying public and we will add the link to our website.

NOMINATING COMMITTEE

Gail thanked the other committee members and on behalf of the parish, thanked those outgoing Vestry members for their service. John pointed out that he and Susan have been serving as Wardens for a long time and requested that anyone with any interest in the positions speak to them as they would be happy to help others get up to speed on the work. Gail noted that filling the Warden and Treasurer positions with someone new would require some lead time and that the Nominating Committee would need to take on succession planning this year.

A motion was made to elect the slate of officers, vestry and diocesan and deanery delegates listed in the report. The motion was seconded and unanimously approved.

APPROVAL OF ALL REPORTS

A motion was made and seconded to accept all reports in the Annual Report, including the Finance Committee Report and Budget Report. The motion was unanimously passed.

NEW BUSINESS

Gail asked if folks could think about becoming involved in developing and implementing processes for visitor follow-up/new member incorporation. We need a team (not Susan or John) to do this work which we have never been really good at, so we may also need some outside help to learn how.

John also talked about the importance of personal evangelism to church growth. Most Episcopalians invite one or 2 people to church in our entire lifetime and we need to do better. He asked that each of us invite 1 or 2 people we know who do not currently attend church.

Ted recommended that we do more socially as a parish to strengthen the bond and cohesiveness of the existing community. Joyce mentioned showing short (30 minute) movies with discussion about meaningful topics.

Andy mentioned that St. Johns JP is doing a lot at Sherrill House and wonders if we could do something like that here in the Parkway.

There being no other new business, the meeting adjourned at 12:30 PM.

Priest-in-Residence Report



The Rev. Dr. Joyce Caggiano,
Priest in Residence

It has been an amazing and frustrating year! When I read the Co-warden's report that is in this report, I was struck by how much we have been able to accomplish despite the hardships of 2020. I will never forget when, in March we were told that we had to stop having in-person services. I couldn't believe it. We had just begun a wonderful ambitious program of evangelism and new focus on parish growth.

For me, the difficulty was exacerbated by the fact that I was only just becoming familiar with names and faces, having only been in the parish a few months. But, supported by two very competent Wardens, I was able to find my way in a new and very different kind of ministry. A ministry that brings with it some really wonderful and surprising things. It seemed impossible that we would miss Holy Week and Easter together, but we did. Then Pentecost, Advent, Christmas, and New Year's.

The resiliency of the parish was remarkable. When we realized that the pandemic was not going away soon, we focused our efforts on finding an economical way to do our ministry through the internet. It was frustrating. But we found our way and have developed what I believe is a manageable and rewarding face-to-face service via Zoom.

Though completely unpredictable, we learned some valuable things. We have learned through the Dialogue Sermon that we all share the work of spreading the Gospel. We listened to one another in ways we may never been afforded before this. I believe that today we stand closer to one another in striking contrast to the demand to "distance" ourselves!

Unfortunately, we lost one of the parish's most active and beloved members in Virginia Lamb. Though I had only met her once, it was clear that she was an important part of the Emmanuel community. We were, however, able to put together an outdoor graveside service that gave her the respect that was her due. As a parish we honored her life through our prayers and presence.

We have had a strange 2020. As we move ahead, we can take the experience of this past year and fold it into 2021 and beyond.

God Bless,

Co-Wardens' Report



Susan Kryczka
and John Gooley,
Co-Wardens

At our annual meeting in January, 2020, we celebrated the success of our postcard drive which brought 110 people to our Christmas Eve 2019 service. We never would have predicted what would happen next. When we held our last in-person service on Sunday, March 15, 2020, we still expected to be sending another postcard to welcome worshipers back to church, especially for Easter Sunday, April 12, 2020.

It is now February 2021, and we are still worshipping and meeting at a distance but looking forward to a time in the future when the terrible pandemic is under control and behind us. We pray, hope, and wait for a better year ahead of us.

Despite the challenges and social distancing constraints, we still accomplished much in 2020:

- A wonderful Shrove Pancake Breakfast was held on Sunday, February 23, 2020 and burning of palms to create ashes for Ash Wednesday. Ed Fleming was one of our chefs, turning out some memorably crispy pancakes. A thank you to all those who participated in the set up and additional foodstuffs—Andy, Anne, Terri, John, Ed F., Frank, Gail, Helen, and others.
- The Vestry began to meet weekly in January through early March after each service to ensure that our momentum from Christmas would continue. Cathy and Gail kicked off a Strategic Planning Task Force which included Ed Fleming and Rev. Joyce. They created a physical center for strategic planning and Vestry work, with goals and actionable steps tacked to the walls. A 2020 calendar as a planning tool to identify and

prioritize possible parish events and activities in the context of liturgical and secular dates of note. Welcome and usher/greeter procedures and schedule and badges were created to ensure warm welcomes to our services. We plan to revisit these when it is safe to do so.

- We had the baptism of Emmeline, daughter of Will McIntire and Marie White on Sunday, March 8, 2020. There was a wonderful feast hosted by the family after the service. It was a momentous day to welcome another baby to our Emmanuel community, especially as the baptism was one of the last two in-person services held in the church.

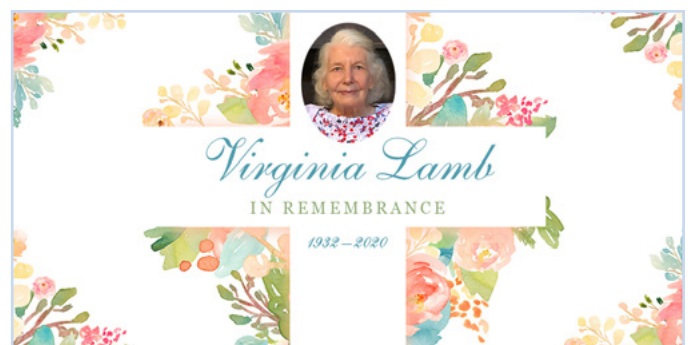




- Beginning in November, 2019, we made major advances in providing digital worship opportunities to those unable to attend services in person. We started by posting Rev. Joyce’s sermons via our YouTube site. We continued to offer those sermons thru the early pandemic weeks and then expanded to Sermon Dialogues with discussions in May, 2020 via Zoom and YouTube. In June we began broadcasting live via Zoom and posting an entire recorded service on our website. We continue that today and we are amazed at how many people we reach and have sent emails telling us how much they enjoy the services. Thank you, Andy, for continuing to play the organ/piano to support our hymnal sing during coffee hour. And all those who have stepped up to support the service who act as lectors/ respondents: John, Gail, Anne, Helen, Terri, Ed F.
- We celebrated Alexis Fredericks graduation from Concord Academy in May by organizing a car parade to drive past the Fredericks who were waiting to wave at us. It was also the first time we had seen each other, at a distance, in months. Thank you, Gail, for organizing this and to all who participated.
- Our missions have continued. Our small team of volunteers again supported the supper program at the Epiphany School (a middle school for Boston resident children in need, located in Dorchester), in partnership with our friends from St. John’s Westwood. We participated in the B-SAFE program and delivered enough bags of groceries in July to Church of the Holy Spirit in Mattapan to feed more than 10 families for a week. We also donated a bin full of children’s activities to them for use at home. In November and December, we raised a total of \$1600 for the Rose Bounty Food Pantry at our neighbor church, Stratford Street United. We presented the check to their food pantry in time for Christmas.

The pandemic took a personal toll on Emmanuel. We lost one of our long-time parishioners, Virginia Lamb, to COVID-19 on May 6, 2020. Virginia was the parish historian having first been a parishioner at Church of Our Savior in Roslindale. She served in every possible volunteer ministry including lector, altar guild, usher, lay service leader, Sunday school teacher, and volunteer office administrator and is remembered for her sharp mind and her faith in God. Personal remembrances of Virginia can be read on our [website](#).

We are stepping down as co-wardens after serving for over five years in these positions. We thank the Vestry and parishioners for their support for what Emmanuel has achieved as a faith community these years and we look forward, with God’s help, to the future.





Finance Committee Report

Respectfully submitted,
Cathy McCarthy, Treasurer
John Gooley, Assistant Treasurer
on behalf of the Finance Committee

The existential threat of the COVID-19 pandemic continues to loom large for us all, not only as individuals but also for the Parish of Emmanuel Church West Roxbury. The year began with great momentum after the successful direct mailing postcard campaign which saw a packed attendance at the Christmas Eve 2019 service.

The Diocesan Standing Committee was sufficiently encouraged by this to release an additional nine thousand dollars from our Emmanuel Legacy Fund managed by the Diocesan Investment Trust, with the intention of funding further community outreach efforts for Easter 2020. This endeavor however came to a sudden halt in mid-March last year when the Diocese and the Commonwealth forbade in-person worship to reduce community spread of the contagion. The effects of this are readily apparent in the budget presented for this coming year. Because of social distancing mandates we lost a sizeable rental income revenue as the Yoga class, the Kingdom Movement Church and the Irish Step Dancing school were forced to make other arrangement. Pledge income was also less than anticipated as the effects of the pandemic on the general economy necessitated “belt-tightening” for those of us fortunate enough to still have employment. Unfortunately, the expenses involved in maintaining an old building remain, whether occupied or not. Some reductions in the cost of heat and other utilities have been attained by keeping the temperature just high enough to protect the plumbing from freezing to maintain good stewardship of the physical plant.

The switch to online worship via videoconferencing has made our electronic virtual presence even more important in preserving fellowship with existing congregants as well as reaching out to others in the community who need pastoral care now more than ever. Thanks to the expertise of the folks at Cleveland Design we did launch a major upgrade to our website last year. This was a substantial expenditure in our Communications line item in the budget but a worthwhile improvement in our digital presence.

2021 BUDGET

We have made some “best guess” assumptions in framing this year’s budget in that it seems unlikely we will resume in-person worship until the Fall of this year, hopefully when the widespread vaccination of a large number of the adult population has been achieved and the number of reported cases in the community starts to decline. With the anticipated reduction in income it is clear that we will have a significant operating deficit this year. We are grateful to all in the parish who continue to give so generously to allow us to do the work of the Church. We look to guidance from the Holy Spirit to help ensure that we are able to prevail.

ASSETS, LIABILITIES, AND FUNDS ARISING FROM CASH TRANSACTIONS

For the Year Ending December 31, 2020 (Rounded to the nearest dollar)

ASSETS		LIABILITIES	
Citizens Business Green Checking 1	\$14,628	Accounts Payable	\$0
Citizens Business Green Checking 2	\$28,537	Stokes Loans	\$0
Citizens Money Market	\$3,732	Total Liabilities	\$0
Coca-Cola Shares 100 @ 50.69	\$5,069		
Diocesan Investment Trust (Emmanuel Legacy Fund)	\$215,847		
Buildings and Contents (insurance value)	\$2,700,000		
Total Assets	\$2,967,813		

PARISH OF EMMANUEL CHURCH REPORT OF 2020 ACTUAL AND 2021 BUDGET

	2020 Budget	2020 Actual	Difference	2021 Budget
INCOME				
Pledge	28,400.00	19,295.00	-9,105.00	21,740.00
Non-Pledge Income	1,000.00	2,820.00	1,820.00	1,500.00
Plate	1,500.00	216.00	-1,284.00	200.00
Easter	1,000.00	200.00	-800.00	200.00
Christmas	1,000.00	1,925.00	925.00	1,000.00
Faith in God	250.00	0.00	-250.00	250.00
Inti/Birthday	36.00	10.00	-26.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Investment Income	4,500.00	4,796.00	296.00	4,800.00
Diocesan Grants	1,000.00	10,661.00	9,661.00	1,000.00
Uncategorized				
Usage				
Yoga	3,200.00	910.00	-2,290.00	0.00
Irish Step Dance	7,000.00	600.00	-6,400.00	0.00
Kingdom Movement Church	13,200.00	2,200.00	-11,000.00	3,300.00
Parish Hall other	1,500.00	2,598.00	1,098.00	1,000.00
Special events	0.00	0.00	0.00	0.00
Other Income				
Fundraising	1,500.00	1,250.00	-250.00	1,500.00
Gifts	250.00	512.00	262.00	250.00
Poland Fund	525.00	525.00	0.00	525.00
Operating Income	65,861.00	48,518.00		37,265.00
Altar Guild Funds	1,000.00	20.00	-980.00	500.00
Memorial Funds	200.00	25.00	-175.00	100.00
Diocesan Assistance ¹	0.00	9,000.00	9,000.00	0.00
Non-Operating Income	1,200.00	9,045.00		600.00
Total Income	67,061.00	57,563.00		37,865.00
EXPENSES				
Salaries				
Rector	18,000.00	18,000.00	0.00	18,000.00
Supply Priest	875.00	0.00		875.00
Sexton	2,600.00	2,600.00	0.00	2,600.00
Organist	7,600.00	0.00	-7,600.00	2,600.00
Church School	500.00	0.00	-500.00	150.00
Salary Totals	29,575.00	20,600.00		24,225.00

	2020 Budget	2020 Actual	Difference	2021 Budget
Benefits				
Rector's Medical/ Dental	0.00	0.00	0.00	0
Rector's Pension	0.00	0.00	0.00	0.00
Rector's Auto	400.00	77.00	323.00	100.00
Rector's Dues	150.00	0.00	150.00	150.00
Rector's Discretionary	200.00	0.00	200.00	0.00
Benefits Total	750.00	77.00		250.00
Utilities				
Gas - Church	12,000.00	7,776.00	4,224.00	9,000.00
Electric - Church	2,200.00	1,228.00	972.00	1,500.00
Water & Sewer (Church)	250.00	72.00	178.00	80.00
Utilities Total	14,450.00	9,076.00		10,580.00
Property				
Repairs - Church	3,000.00	1,763.00	1,237.00	1,800.00
Property Insurance	8,000.00	8,732.00	-732.00	8,800.00
Liability Insurance	150.00	0.00	150.00	150.00
Supplies	150.00	122.00	28.00	120.00
Snow Removal	1,200.00	350.00	850.00	1,000.00
Lawn	1,200.00	1,400.00	-200.00	1,200.00
Church Alarms	280.00	290.00	-10.00	290.00
Property Other	0.00	0.00	0.00	0.00
Property Total	13,980.00	12,657.00		13,360.00
Other Expenses				
Postage	66.00	22.00	44.00	22.00
Copier	200.00	0.00	200.00	100.00
Telephone	2,040.00	2,170.00	-130.00	2,040.00
Office Supplies	300.00	285.00	15.00	300.00
Bank Charges	0.00	0.00	0.00	0.00
Parish Life	500.00	309.00	191.00	400.00
Organ Maintenance	1,500.00	546.00	954.00	600.00
Worship & Outreach	300.00	614.00	314.00	600.00
Communications	400.00	10,000.00	-9,600.00	200.00
Promotion	400.00	660.00	-220.00	400.00
Mission/outreach c'tee	400.00	0.00	400.00	500.00
Miscellaneous	0.00	0.00	0.00	0.00
Parish Mission	0.00	0.00	0.00	0.00
Altar Guild Expenses	1,200.00	0.00	1,200.00	400.00
Grant Spending	1,000.00	611.00	389.00	500.00
Total Other Expenses	8,306.00	15,217.00		6,062.00
Diocesan Assessment ²	0.00	1,897.00	-1,897.00	365.00
Total Expense	67,061.00	59,524.00		54,842.00
Net Income	0.00	-1,961.00		-16,977.00

¹ Released from Legacy Investment Fund for evangelism and promotion

² Net after Roslindale Fund and misc. credits applied



Nominating Committee Report

THE PARISH OF EMMANUEL CHURCH VESTRY FOR 2020

Officers of the Parish:

One-year term

Co-Wardens	Terri Halliday, Ken Thelen
Treasurer	Gail Halpin-Evans
Clerk	Anne Jackson

Vestry Members:

Three-year term	Ed Barrett
Three-year term	Andy Castiglione
Two-year term	Ed Fleming*
Two-year term	open
One-year term	Ted Gilbert*
One-year term	open

**Indicates term remaining from a prior year's election*

To represent the Parish at Diocesan Convention of the Episcopal Diocese of Massachusetts:

Delegates — Amy Fredericks, Gail Halpin-Evans
Alternate Delegate — Ed Fleming

Delegates to represent the Parish in the Neponset River Deanery:

Ed Fleming, Amy Fredericks, John Gooley, Gail Halpin-Evans, Anne Jackson

Nominating Committee:

Rev. Joyce Caggiano, John Gooley, Susan Kryczka, Amy Fredericks, Lesley Quinchia, Gail Halpin-Evans

THANK YOU to those who are leaving the Vestry for their service:

Helen Lacouture, Cathy McCarthy, Mark Skillman

PROFOUND gratitude to our Co-Wardens for 5 years of faithful service, hard work and dedication:

John Gooley and Susan Kryczka



WELCOMING GOD. WELCOMING COMMUNITY. WELCOMING YOU.

OUR MISSION

Emmanuel Episcopal Church provides a spiritual home for those seeking to celebrate Christ's love, participate in caring fellowship, and faithfully serve the diverse community.

VISION

We seek to create a welcoming, warm, and vibrant faith-based community that nurtures spiritual growth in people of diverse ages and backgrounds.

CORE VALUES: GRACE

Grounded in Faith and the Scriptures

Respect for All

Acceptance of Everyone

Community Focused

Emmanuel: "God is with us"



EMMANUEL
EPISCOPAL CHURCH

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