



# Annual Report

(including 2019 Budget)

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## Rector's Welcome

My beloved fellow Episcopalians and friends,

Grace to you and peace as we gather in Annual Meeting this January! 2018 has been an incredible year for St. Paul's with a mix of highs and lows. As a congregation we have had many successes. Individually, many of us have grown. We have worked to live out our mission to be a place of *Inspiring Worship, Caring Service, and an Accepting Community*.

We all owe a debt of gratitude to the committed servants of Christ who have kept their nose to the grindstone allowing our long-standing ministries to continue doing the necessary work of Christian ministry in Manhattan. Even as we celebrate the work of the ministries represented by these reports, we need to ask ourselves whether we have individually stepped up.

New opportunities for such stepping-up came in the course of our year-long Welcoming Process. As a congregation, we were invited to consider our culture of welcoming in the course of many and varied adult education opportunities. Those of us who participated grew measurably in our understanding of the realities of our lives and our world. We learned about unconscious bias and our complicity with the sins of racism, homophobia, transphobia and misogyny. Many of us participated in this hard work and the vestry recognized this ongoing work with the adoption of a new Welcoming Statement in December (*page 24*). There is still much more for us to do and this next year will give us opportunity to externalize last year's internal work as we learn to grow into something more than just an accepting community: we can be a truly affirming and welcoming community.

As I look back on 2018, I have to say that I am immensely proud of St. Paul's, especially your lay leaders. The congregation owes a lot to the steadiness and hard work of this year's Vestry and administrative team (especially Rebecca Burton, Jennifer Jones, and Melody Saxton) in the course of a complicated year. We worked to modernize our bookkeeping and underwent a professional audit for the first time. Much of this work stays behind-the-scenes and we should be thankful when it does because it means it's working. However, sometimes it isn't working and it comes to the forefront. Even with these successes, St. Paul's began the year in a frustrating and confusing financial position: thanks to the great efforts of so many people, we had a surplus of funds from our capital campaign, but we stared down the barrel of a \$36,000 deficit budget (following \$40,000 and \$25,000 deficit years). The history of deficits didn't come to a head until June, but it came and the Vestry made the hard decision to liquidate a portion of our Endowment to meet our budget needs (*page 26*).

Whether it's our keystone ministries, our work to grow ourselves and our children through education, or our budget, the reality of our position at St. Paul's is as clear today as it has been since before I arrived. As clear as it is throughout the Church: *too few of us do too much and too many of us do too little*.

But this year's report speaks of **hope** and **opportunity** for St. Paul's to have a different story in 2019: a new Welcoming Statement, a balanced budget, capital campaign improvement wrapping up, an almost-full vestry. With plans to continue to focus on our culture of welcoming, there will be many opportunities for us to grow as members of and participants in the kingdom work of St. Paul's. But you have to show up to do the work, the Christian faith life isn't passive.

We have to look to the future and notice where God is at work. When we behave as though our faith matters only in the pew, we miss Christ's message. God is working beyond our walls and as Manhattan continues to grow, the vestry has recognized that the St. Paul's of 2020 has to see itself differently than the St. Paul's of the last few years. To that end, the vestry will initiate a congregational assessment this Spring to help inform long-range planning for 2020 and beyond. Our balanced budget is very exciting, but it's balanced after many years of deficits. Until the budget is met and accompanied by **YOUR** work and formation, it's an intangible hope. We can't know whether we will be able to meet the challenges of 2020 and beyond unless we all commit to the work.

St. Paul's needs you! Christ needs you! I hope you will join the vestry and I in our excitement for 2019, an excitement that recognizes our need to invest in and plan for a future beyond 2019.

With hope and joy,



Fr. Patrick

## **Proposed Agenda of the 2019 Annual Meeting**

**Call to Order and Opening Prayer**

**Appointment of the Clerk of the Meeting & Determination of a Quorum**

**Approval of Consent Calendar** (Requires Motion & Second by a member of the meeting)

1. Adoption of 2019 Annual Meeting Agenda – *this page*
2. Adoption of the Minutes of the 2018 Annual Meeting – *page 4-6*
3. Reception of Ministry Reports – *pages 8-25*

**Ratification of Parish Bylaw Update** – *Supporting Document, Orange Book*

**Honoring the Vestry Class of 2019**

**Introduction of and Balloting for Vestry** – *Details on page 7*

(Report and Re-balloting, if necessary, to occur when results come back)

**Election of the 2019 Wardens**

Deb Lamb, Senior Warden – Standing for First 1-year Term

\_\_\_\_\_, Junior Warden – Standing for First 1-year Term

**Ratification of Endowment Enabling Resolution** – *Supporting Document, Green Book*

**Financial Report and Introduction of the 2019 Budget** – *pages 27-32* – Joe Barbercheck, Treasurer

**Rector's Address** – Fr. Patrick Funston, Rector

**Commissioning and Decommissioning of Elective Ministers** – *pages 34-35*

**Acknowledgements and Thanksgivings**

**Closing Prayer and Adjournment**

## Minutes

Of the 2018 Annual Meeting

January 21, 2018

The annual meeting of St. Paul's Episcopal Church was called to order at 12:00 noon by the Chair, The Very Reverend A. Patrick Funston.

The Chair provided a prayer and reading of scripture to open the meeting.

There being no formal rules regarding the appointment of a clerk, the Chair appointed Melody Saxton as clerk. No disagreements were expressed.

The right to vote as called for by the Church bylaws were explained. Membership to the Church congregation is required.

The bylaws also require a quorum to hold the annual meeting. A quorum requires that ten percent (10%) of the membership be in attendance to open the meeting and complete the required business. The current membership of the Church is 208. Forty two (42) members were in attendance, thus a quorum was met.

It was requested by the clerk that when individuals spoke, they stated their name prior to making their comments for ease of recording.

The Chair requested a motion and second be made to approve the consent calendar, which included the minutes of the annual meeting held in January 2017 and the reports. Art Loeb moved that the consent calendar be approved. Ellie Lamb seconded the motion. Upon proper inquiry and vote, the motion passed unanimously.

The Class of Candidates was discussed. Three candidates were presented for election to the Vestry for a term of three years: Katie Dempsey, Marian Fuller and Kurt Weber. The Chair asked for any further nominations. There being none, the candidates presented were elected by acclamation.

The election of delegates then proceeded. It was explained that parish delegates serve for a period of two years. The previous delegates were thanked for their service. Two candidates were presented for election as Parish Delegates: Yvonne Amanor-Boadu and David Littrell. The Chair asked for any further nominations. There being none, the candidates presented were elected by acclamation.

The Chair invited Tom Snyder to present the Construction and Junior Warden report. Mr. Snyder explained during the construction phase of the capital campaign, he had been diligent in his duties by auditing costs and services carefully. He then reviewed the timing and actions taken during 2017. He noted that because of the improved acoustics of the Nave, many new concerts had been performed in the building, bringing over 1,000 individuals to the Church who would never have seen the building without this change. He thanked BHS Construction and the congregation for all they have done.

The floor was opened for comment after the report. Betsy Barrett commented that Teresa also deserved the congregation's thanks for all she had done during this period of time.

Marian Fuller told the story of a person who had attended the service that morning in a wheel chair and what a delight it was that they could enter the building easily because of the new ramp.

Candie White expressed her thanks to Tom.

Robert Smith expressed his thanks to both Tom and Teresa, speaking in detail about their commitment to the Church.

Father Patrick commented about the telephone problems currently happening in the Encore Shop and how Tom and Teresa fed new cable through the ceiling tiles of the offices to establish a new working line for the store. He also noted that Tom is an educator and a student, that he stays with the workers questioning and learning from each one as they did their job.

The discussion closed.

The Chair reminded everyone that a coloring page had been provided in the Annual Report if anyone was bored or needed something to do as they listened to the meeting.

The next item on the Agenda was the election of the Junior and Senior Wardens. It was explained that the Senior Warden is appointed by the rector and that the Junior Warden is appointed by the vestry. These positions are assigned on a one year basis and can be held for up to three years.

David Littrell and Tom Snyder have been appointed to these positions and agreed to continue in those positions for an additional year.

The appointment of David Littrell as Senior Warden was confirmed by acclamation.

The appointment of Tom Snyder as Junior Warden was also confirmed by acclamation.

A review of the Church policies followed. The Chair asked for any questions or comments. Ann Pearce noted that the Baptism Policy noted that the word "chicken" was in eighth paragraph and should be replaced with the word "Children." The Clerk made a notation and will make the change in the policy

The Chair recognized the new treasurer, Kurt Weber, and asked that he provide the financial reports. Mr. Weber expressed his honor to be asked to serve. It was noted that the Vestry approved that Church to operate in a deficit balanced budget. He also explained that those involved with the finances of the Church will be working with Varney's, an accounting firm, to streamline the current bookkeeping practices. The floor was opened for comment after the report.

Art Loub questioned that on page 34 of the Annual Report, it appeared that pledges were up from the past two years. He also inquired that if the organization operated on a negative budget, where did the money come from to meet the required obligations.

Mr. Weber passed the floor to Father Patrick for discussion of this matter.

First Father Patrick explained that the pledges were up. He also noted that what people say they will give and what they actually give can be very different. The last balanced budget was in 2014. He then explained that when expenses exceed income and the Church starts operating in a deficit, it is able to borrow money from the endowment. He explained that at the current rate, the endowments could carry the Church for ten more years if the markets continue as they are. He explained that the budget is trim but that there are steps that can be taken to reduce costs: can continue to draw on the endowment or go to a part-time rector. He noted that the embezzlement dollars will be repaid in six years and that after that, the deficit budget will increase by an additional \$20,000 per year.

Robert Smith assumed the floor to explain that he had been involved in the Church finances in various positions for several years and that the Church is lean, open and that any money given will not be wasted.

The Chair thanked Kurt Weber for his service.

Father Patrick acknowledged that the Church had received a new piano but that the instrument had never been blessed. It is a 1980 Steinway that is built to pre-war specifications. The piano has served well. He took this time to bless the piano.

Father Patrick discussed a phrase in Acts – "to row under." One rower cannot row the boat alone. He asked that everyone question whether they are pulling their own load. He discussed a conversation that he had with Deacon Sandy. In that conversation, they discussed that one cannot find himself in idolatry to a building, that it is not an end to itself. We need to talk about faith and we need to act. St. Paul's needs commitment to the church, not the building. There is so much that needs to be done. When do your words become an action? The Happy Kitchen, the Encore Shop, and attendance in community.

Father Patrick discussed about his own exhaustion in 2016 and how the Vestry supported him, encouraging him to continue on. Now, he expressed, he has more joy and excitement. He expressed his gratitude to the Vestry and to the Congregation. "Thank you for allowing me to be the rector in 2017."

In 2018, a new Bishop will be elected by the diocese. Two members of St. Paul's are on the search committee. The election will be held in October 2018 with the consecration to be held in 2019. We are now in a position to do something great.

Father Patrick has been asked to attend the annual meeting of a failing church on January 28<sup>th</sup>. Deacon Sandy will lead morning prayer.

The floor was then opened for discussion about issues that have arisen during the past year.

The question of the need for a prayer chain was raised. The answer was a resounding Yes. Marian Fuller spoke about the need to know, pray and send cards for those who have a need but also those who wish to celebrate. Requests will be sent out by e-mail blast.

- Ellie Lamb asked for a newsletter that includes birthdays, Lenten practices, anniversaries.
- Mary Bosch asked for a new parish list that includes names, phone numbers and birthdays. She also commented that it needed to be a printed list.
- Candie White discussed that she had been a member of the Church for 40 years and does not know everyone's name. She wondered if name tags for members might be an answer.
  - Mary Sier noted that name tags had been made years ago but were only used once and then not returned or not used.
  - Father Patrick that learning other people's names requires a change in the culture of the Church, a change that would allow parishioners to walk up to each other and ask for the other's name.
  - Candie White discussed how the dinner groups, foyer groups really help build relationships and that she is grateful Teresa Snyder started this program. Teresa passed a sign-up sheet for the dinner groups.
- The Liturgical Lay Ministry is another way to serve. Father Patrick explained that there are fewer people serving which requires them to serve multiple times over a month. He discussed a training to be held on March 3<sup>rd</sup> with the hope of allowing more people to serve.
- Father Patrick discussed Lent activities:
  - Lent Madness
  - Sunday adult ed classes will start examining the Collects that start each service
  - Monday evenings will offer a class based on *Meeting Jesus in the Gospel of John*
- A Red Mass will be held on May 1<sup>st</sup> to pray for the legal profession. If that is successful, a White Mass for medical professionals will be held in October and a Blue Mass for responders later in the year.

The Commissioning of Wardens, Members of the Vestry and Parish Delegates was then held as described in the annual reports brochure.

The Decommissioning of Retiring Vestry and Past Delegates was held as described in the annual reports brochure.

Special Thanks were then given to: The Deacon and Archdeacon, Ingrid and Betsy, Patti Sexton and the Altar Guild; Glenn Horton-Smith and the Choir; Eleanor Blaker for her work in the Encore Shop; Marian Fuller for her work with the Happy Kitchen; the service leadership; Dillon Green; Liz Kolstad for Pastoral Care. Finally, Father Patrick thanked his wife, Michael, for her support, especially during the capital campaign.

A prayer was given to close the meeting.

The meeting was adjourned at 1:36 p.m.

Respectfully submitted,

/s/

Melody Saxton, Clerk

## **Candidates for Election to the Vestry**

*Three-year term, Elect three (3)*

Joe Barbercheck  
Landon Leiker  
Phil Ryan

*Two-year term to cover vacancy, Elect one (1)*

Betsy Barrett

*One-year term to cover vacancy, Elect two (2)*

Yvonne Amanor-Boadu  
Mary Vanier

## **Candidates for Election as Wardens**

### **Senior Warden**

*First (up to three) one-year term*

Deb Lamb

### **Junior Warden**

*First (up to three) one-year term*

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## Rector's Report

*The Very Rev. Patrick Funston*

This has been a great year to be rector of St. Paul's and I'm excited by the work we have accomplished together.

Personally:

- The most important takeaway of 2018 is that my personal life continues to be blessed by my three loves: Michael, Eirín and York.
- Did Swim Lessons with Eirín in the Spring.
- Celebrated Thanksgiving and my dad's retirement from active parish ministry in November in Ohio.
- Began training for Biking Across Kansas (June 2019).
- One main takeaway from 2018 is that that I used less than half of my vacation time. This is irresponsible rectoring and I will do better this year.

Pastorally (St. Paul's Stuff):

- Undertook and completed a full-bore renovation and improvement of parish financial practices
- Conducted the first professional audit of St. Paul's books in many years
- Continued mentoring three parishioners in discernment toward ordination in the Church, added one more (see the Discernment Process Report)
- Ongoing work with parish on Racial Reconciliation and Welcome
- Presided over:
  - Seven Funerals
  - Six Baptisms
- Continued to delight in supporting the congregation's capital improvement work
- Continued Sung Compline at Lent and Advent
- Brought Tenebrae to the Holy Week Services
- Sermons and Art Reflections continue to populate [fatherfunston.tumblr.com](http://fatherfunston.tumblr.com)
- LEGO Star Wars Advent Calendar!
- Hosted the Bishop Walkabout Clergy Luncheon at St. Paul's in October

Professionally (Wider Church Stuff):

- Became Dean of the Northwest Convocation on January 1, 2018.
- Was selected to join a diocese small group at *Project Resource*, a finance/giving conference, in April at Camp Allen in the Diocese of Texas.
- Participated in my first *Gathering of Leaders*, an invite-only continuing education conference, in San Francisco in April. *Topic: Racial Reconciliation*
- Wrapped up, in May, an 18-month continuing education cohort in *Missional Leadership* out of Luther Seminary in St. Paul, MN.
- Attended my second General Convention as a clergy deputy and served on the *Legislative Committee to Receive the Report on Resolution A169*. This was the Legislative Committee that received resolutions and made recommendations about potential Prayer Book Revision.
- Served as Social Media Czar at *Camp Wood* in June.
- Wrapped up, in October, six years of service to the diocese on both the Council of Trustees and the Commission on Ministry.
- Elected in October to the presidency of the diocesan Disciplinary Board, the group that works with the Bishop to oversee the formal disciplinary processes of clergy.

I continue to be grateful for St. Paul's and for the love and care you show me and my family. Growing to love you has been a great joy. Finally, I want to note that none of my ministry to you would happen without Michael. She is a rock, an incredible partner, an example of abiding faith and perseverance and she makes me a better priest.



## **Archdeacon's Report**

*The Venerable Charles Pearce*

August of 2018 marked the beginning of my 12th year as Archdeacon for the diocese. In just a little over a fortnight, on February 19th, will be the 19th anniversary of my ordination to the diaconate and as being assigned to Saint Paul's. In June of 2018, I reached the age of 72 and, in accordance with the Canons of the Episcopal Church, I was required to resign from all active ministries in the church. The Canons provide for the Ecclesiastical Authority (usually the bishop, but this year was the Council of Trustees) to allow continued exercise of ministries for one year, renewable each year. The Council of Trustees accepted my petition to continue until June of 2019, and then it will be up to Bishop Bascom to grant me to continue.

As archdeacon, usually I assist the bishop when making parochial visits to the parishes in the two convocations that I serve—the Northwest and Southwest Convocations. However, as the diocese is currently without a bishop, there have been no parochial visits this year; but that will change in a couple of weeks as Bishop-elect Bascom will begin making extended visits to the four Convocations of the diocese. What roles the archdeacons will play in these visits has yet to be determined.

In my role as archdeacon, I am honored to serve in diocesan services, such as ordinations, the Chrism Mass, the convention Eucharist, and so on. I share these duties with my brother archdeacon, Monte Giddings, who is assigned to St. Michael's and All Angels in Mission. Monte and I plan, organize and present our annual Gathering of Deacons, which is usually held the second weekend after Easter. This year, however, the deacons gathered in September with the presbyters from around the diocese for the first Gathering of Clergy and Monte and I coordinated with the Canon to the Ordinary for the integration of deacons into this gathering.

I continue as the Archdeacon for Diaconal Formation in the diocese and serve on the Ecclesial Relations Committee of the Council of Trustees. This committee interviews postulants for ordination prior to making them candidates for ordination to holy orders. I also continue to serve on the Board of Directors of the Bishop Kemper School of Ministry, which provides oversight for the operation of the school and advice and consent to the dean.

My involvement with the Bishop Kemper School extends beyond the board as I continue to teach a weekend course on Diakonia each year and co-facilitate Colloquium and Praxis sessions each month of the academic year. Colloquium is a session that meets each month with the same group of students in the school to talk about the process of moving toward ordained ministry and the transitions and transformations that are taking place in the students' lives and in their ministries.

Praxis, coordinated by the dean and the Colloquium facilitators, is a monthly session of varying topics concerning the practice of ministry. Topics range from church music, to conducting vestry meetings, to canonically mandated paperwork, to setting the altar for Eucharist, to making pastoral visits in hospitals and homes, to recruiting and working with volunteers, among other things. I personally led a praxis this year on making hospital visits.

In addition to these duties as archdeacon, I provide pastoral care to the deacons of the diocese, counseling with them when needed, mediating/advocating for them when needed, and simply being present when needed. In this capacity, I also provide some oversight of the deacons in the two convocations I serve. I also work with the Candidate to the Ordinary, my fellow archdeacon and the Ecclesiastical Authority of the Diocese (usually the bishop) to coordinate the placement of deacons in parishes for their internship year or permanent placement.

As a member of the Search Committee for the 10th bishop of the Diocese of Kansas, the first six months of the year were occupied with conducting telephone interviews with candidate references, teleconference interviews with potential candidates and several meetings of the committee to screen for potential candidates. In early June, the committee met with the potential bishop candidates in Wichita for a four-day discernment retreat. Out of this retreat came the names of the candidates that were proposed as a slate for the bishop election in October. This has been an interesting process to watch from the inside. The committee proposed a slate of two candidates, and after a petition

period, a third name was added to the slate. This ended the duties of the Search Committee and we were disbanded. At the annual convention of the diocese in October, The Reverend Cathleen Chittenden Bascom was elected to become the 10th Bishop of the Diocese of Kansas and will be ordained and consecrated on March 2nd.

As deacon assigned to Saint Paul’s I continue to serve at the altar for two services per Sunday, when I’m not traveling, and at other services when required. I assist our rector with pastoral care of our parishioners, and perform other duties as requested. I maintain the parish web site with the goal of making it easy for the rector and the parish administrator to add and change information and to update its look. And, early in 2018, I rotated off of the Board of the Flint Hills Community Clinic after having served on the board for a total of 12 years.

Box Score:

Parochial visits with the bishop:.....	0
Bishop Kemper Board meetings:.....	4
Bishop Kemper Colloquium:.....	9
Bishop Kemper Praxis:.....	9
Bishop Kemper Praxis and Colloquium coordinating meetings: .....	2
Bishop Kemper courses taught: .....	1
Diocesan Convention: .....	1
Gathering of Clergy, Spiritual Life Center, Wichita:.....	1
Cathedral services (ordinations, Chrism Mass, Convention, etc.):.....	4
Flint Hills Community Clinic Board meetings: .....	1
Miscellaneous meetings for the Diocese: .....	8
Search Committee meetings, interview sessions, phone interviews, etc.: .....	Many

Continuing Education:

- Attended Gathering of Clergy, September 4–6, Spiritual Life Center, Wichita

**Deacon’s Report**

*The Rev. Sandy Horton-Smith*

I continued as co-mentor for the Education for Ministry (EfM) group here at St. Paul’s this year. We formed a new group that started in September with 2 first-year members, 1 second-year, 2 third year, and 1 fourth year. EfM is a 4-year program that involves study of the Old Testament, New Testament, church history, and theology. You only have to commit to one year at a time. We meet once a week to talk about the lessons and do theological reflection. Please talk to me or Gabrielle Thompson if you are interested.

We had a small group book study that read several books this year. Discussion was led by me, Yvonne Amanor-Boadu, and Mary Bosch. We read books by Barbara Brown Taylor, the Dalai Lama and Bishop Tutu, and N. T. Wright. This group is not currently meeting but may start up again if there is interest.

Manhattan’s annual Crop Hunger Walk was October 7. A small group of parishioners and some Canterbury House members walked to raise funds for Church World Service's hunger ministries around the world and in our own community. St. Paul's members raised over \$1100.

We participated in a Lent Madness bracket competition again this year using the brackets to raise funds for Shepherd’s Crossing with Fr. Patrick as our bracketology winner. We raised \$70 which was matched from both the rector's and deacons' discretionary funds. Father Patrick and I gave an adult education series on the saints that are part of the 2018 contest and we did it again in January and February of 2019. You can visit the Lent Madness website to learn more about it at [www.lentmadness.org](http://www.lentmadness.org) and follow the bracket this Lent.

I'm still serving on the Commission on Ministry which interviews those people who are in the ordination process and are moving from being a nominee to being a postulant. The Commission then advises the Bishop regarding these candidates

for postulancy. In addition, each member of the Commission is appointed to act as a shepherd for a person or two in different stages of the ordination process. Shepherds check in with those people to see how they are doing and if they have any questions or concerns regarding the process. I had my first sheep ordained as transitional deacon in June and to the priesthood in January.

Continuing Education:

- I traveled to Sewanee, TN, to take an EfM retreat about Using your Talents for Ministry.
- In June, I attended a foundation level training for EfM mentors in Topeka.
- I completed my second year of studying biblical Greek at BKSM and began the third year ending in December.

## **Senior Warden/Verger's Report for 2018**

*David Littrell*

Fr. Patrick got the idea for a verger for St. Paul's at the General Convention in 2015. The verger leads processions during the service, but mainly takes care of numerous duties before and after the service. I arrive at 7:40 for the 8:30 service, open up the church, turn on the lights and sound system, and fulfill numerous other duties on my checklist. I'm expected to serve as a lector or chalice bearer on a moment's notice, be the thurifer, and I've also assisted at several funerals.

In 2017, I revised slightly my father's 1998 article about the stained-glass windows. Charles Pearce took the color photographs, and I published a hardcover book through Shutterfly, *A Historical and Genealogical Discussion of the Windows, St. Paul's Episcopal Church*. There is a bulleted condensed history of St. Paul's on the last page. In 2018, I wrote a detailed description and historical analysis of the photographs in the hallway leading to the Chapel, which is more interesting than a cursory glance at them affords.

I've been senior warden for several years and, therefore, a member of the vestry. I have been heavily involved in the renovation discernment and implementation process since 2013, as well as the Capital Campaign. I have helped Tom and Teresa Snyder with some of the behind-the-scenes work and take my turn at mowing the lawn. I've been involved in bringing music concerts and recitals to St. Paul's.

## **Junior Warden/Construction Report**

*Tom Snyder*

2018 found St. Paul's continuing to make significant progress on restoration of all the church buildings and lawn. The following is a listing of just some of the major restoration projects accomplished during 2018:

- Installation of the remainder of outside doors weather resistant doors was completed.
- Main doors to the church installed and finished with installation of the traditional Lion knockers which were restored.
- Original church signage was restored and re-installed by the main doors to the church and Common Room.
- New energy-efficient windows placed in Common Room and all main church buildings. Some windows on the Encore shop have been replaced but the majority of the windows were beyond the scope of the original capital campaign. I would like to see these updated eventually.
- Alley entrance to the basement restored with new energy efficient door. Stone work around door and old windows properly filled in with stone.
- Outside electrical service updated and restored.
- New security lighting in place in landscape and on all buildings.
- New irrigation system installed for lawn.
- Lawn graded and sod provided as memorial by Jennifer and Gary Jones. Installed by Prairie Stone.
- 134 plants and bushes installed in landscape beds with mulch.
- Outside original metal sign restored and placed on new stone pedestal and lighting installed.

I am very pleased to report that all the above work has been accomplished well within the budget guidelines. The start of Phase Three of the restoration/construction process was postponed shortly to allow more pledge payments to come in. These funds are now available and we are obtaining estimates for starting the next phase of the restoration. We have approximately \$75,000.00 available for construction on the Common Room, Church Offices, Nursery and Chapel restoration.

As Junior Warden and Restoration Coordinator, I am very pleased with the work that has been accomplished thus far. I can assure everyone that great care has been taken to assure that we got the best value and quality workmanship for our money.

As you can see from the budget report, our work has done wonders for our building expenses, especially in our Maintenance and Repair Line Item. We beat our budget by over \$15,000!

As I complete my term as Junior Warden, I also want to sincerely thank everyone who contributed to the Capital Campaign for their generosity. Without your help, all we have done to restore St. Paul's to its proper state would not have been possible.

## **Altar Guild Report**

*Patti Sexton*

The Altar Guild's mission has always been to maintain and prepare the altar for all services conducted at Saint Paul's and to assist the priest. With this mission come a variety of challenges, but with it many blessings. Any budget that the Altar Guild receives goes for necessary items for the services - i.e. liquid wax for candles, bread and wine for communion, items for special services, etc.

Many thanks go to ALL the tireless members who give their time and talent to this ministry. Thank you all for your hard work in preparing for our weekly services and our special services throughout the calendar year in 2018.

Let me take this opportunity to encourage anyone who is considering joining this elite group of Saint Paul's ladies/gentlemen. Please don't hesitate to talk to one of our Altar Guild representatives or contact me anytime. Our door is always open for new volunteers. We are divided into 3 groups, so your commitment would only be for one month 4 times a year

We gained a new member this year in Chelsea Barbercheck. She has been a wonderful addition. Our other new member can only be part-time - Catherine Caffera, but she has proven to be a huge help to me. Thanks go to both for helping out this past year.

Special thanks again go to Tom and Teresa Snyder who always help decorate for our special services. Thanks also go to our other part-time member, Mike Sexton, who makes sure our flower containers get to the florist.

I feel very blessed to be able to serve Saint Paul's as director of Altar Guild.

The following are our tireless members who serve throughout the year:

Eleanor Blaker - Coralie Boatman - Alice Conn - Marian Fuller - Ann Pearce

Stacey Rogers - Chelsea Barbercheck - Patti Sexton - Gabrielle Thompson - Catherine Caffera

Honorary members: Mike Sexton - Tom and Teresa Snyder

## **Canterbury at K-State Campus Ministry Report**

*Rachel Jackson, Program Assistant*

It's been a great year for the Campus Ministry program at St. Francis Canterbury. This Fall, we have six peer ministers, up from three in the Spring, as the ministry continues to grow. Gage Woodyard and Victoria Sparkman continue to live in the house and serve as peer ministers. This year we also welcomed new peer ministers Jeremiah Shipman, Aaron Gallaway and novice peer ministers Kendra Christman and Carson Avery. We're excited about the work we've been able to do and the programs we've provided for the students of K-State.

In August, Program Assistant Dillon Green began attending Virginia Theological Seminary with plans to become a priest. Rachel Jackson was hired to be the new Program Assistant for the 2018-2019 academic year. Our weekly program takes place on Monday from 6:30-8:30 pm. Our weekly attendance has been steady, averaging around 10-12 students each week. We have been blessed with delicious homecooked meals for our Monday program from some of the wonderful folks here at St. Paul's.

Many of the students also attend St. Paul's on Sunday and volunteer to serve as lectors, chalice ministers and ushers.

We continue to be blessed and nourished by our service at Happy Kitchen on Tuesday mornings, and we cherish the opportunity to connect to the Manhattan community in this way. Working with Hands-On K-State, a campus resource to help students find service opportunities in Manhattan, we have also been able to serve with a few students who are not otherwise engaged in our programs.

A few of the peer ministers requested that we begin a bible study to help deepen their faith and understanding of scripture. From this discussion we have started Gospel and Goodies at 7 pm on Tuesday at Sparrow Specialty Coffee. We read and discuss the Gospel passage for the upcoming Sunday. We hope to continue this new ministry in the spring semester and try to reach new students.

Brewing on Belief, our Wednesday night program for young adults, continues to grow. We have begun to move to different locations to change scenes and maybe reach some new people. We work together with the Ecumenical Campus Ministry (ECM) to plan and implement this program. This year we have begun using a new curriculum called The Wired Word that takes an event from the news and provides some scripture passages to help look at the event through a theological lens. We have an average weekly attendance of about 6-9 young adults.

We had a great turnout at Diocesan Convention this year with Gage Woodyard serving as a campus ministry delegate and Victoria Sparkman serving as an alternate. Jeremiah Shipman, Carson Avery, and Victoria Sparkman also served as volunteers during the bishop election and as pages during the normal business session.

This summer, we held our first college-age event called “Mini-Camp” at Camp Wood YMCA. This is a 24-hour retreat for anyone age 18-24ish. The formation theme for the retreat was *Connect – Explore – Transform*. The entire retreat was planned and sessions were led by Kirsten Lee, Dillon Green, Abby Zimmerman, and Will Chaney. There were 3 educational sessions followed by learning activities and small group discussion. Participants had the option to go canoeing and climb the tower. Saturday evening there was a healing service, s’mores, and stargazing. Sunday everyone traveled to Emporia for worship at St. Andrew’s.

This year also saw the return of the Bishop’s Bowl, the same day as the KU-K-State football game on November 10. We held a tailgate in the morning with hot chocolate and coffee, followed by a corn hole tournament after the game at the Canterbury House with the winning house (K-State) getting the Bishop’s Miter trophy. We video-conferenced with Bishop-elect Bascom and she blessed our trophy. It was a great time of fellowship and friendship with students from both K-State and KU.

We held two house work-days this year, April 14 and September 30. The Spring work day we focused on leaf pick-up and deep-cleaning the house, as well as cleaning out and organizing the pantry and mud room. The Fall work day we painted the garage. We are also grateful for the work of Pat Pesci on our basement bedroom renovation. The bathroom has been retiled and a new vanity installed, the old flooring removed and replaced in the bedroom, the closet reconfigured, and everything painted. Carson Avery also helped by removing carpeting and painting the wood paneling in the basement hallway. Victoria Sparkman, Gage Woodyard, Carson Avery and some friends of Canterbury helped rip up the old flooring in the bedroom and bathroom to help move the remodeling project along. This fall we discovered a water leak and had to have the entire water line replaced. We also installed a smart thermostat, water leak detector, and security cameras.

If you would like to get involved with any aspect of the program, provide a meal for Monday night, or help with house or yard maintenance, contact our Campus Ministry Program Assistant, Rachel Jackson ([internksu@episcopal-ks.org](mailto:internksu@episcopal-ks.org) or 425-417-2606).

# Capital Campaign Report

*The Very Rev. Patrick Funston*

The Capital Campaign formally kicked-off after Easter in April 2017 and continues to be a marvelous example of St. Paul's dedication to its facilities.

This is the financial report of the capital campaign, a companion piece to Tom Snyder's report (page 12) which emphasizes the way we've used the campaign gifts we've received and the ways we want to use the pledge payments we have still to come.

*If you have not participated in the capital campaign, there is still time to support the incredible work we have done and will continue to do. Once the Phase Three construction/renovation is complete in Spring 2019, surplus campaign funds and additional gifts will populate the Capital Fund as a reserve for future and ad hoc needs.*

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The *Honoring Our Past, Preparing for Our Future* Capital Campaign officially kicked off at Sunset Zoo on April 23, 2017. Based on a comprehensive feasibility study, we set a goal of \$634,000. At the kick-off, parish leadership had already pledged \$558,670.

Twenty months later at the end of 2018, I am pleased to report that St. Paul's has done an **INCREDIBLE** job of meeting its campaign goals:

**Campaign Goal at April 2017 Kick-Off:** \$634,000

**Pledge Total:** \$661,964 on 71 Pledges

**On December 31, 2018 (20/36 Months)**

		Percent of Total
<b>Payments Received in 2017:</b>	\$524,626.90	79.25%
<b>Payments Received in 2018:</b>	\$103,096.49	15.58%
<b>Total Received by 12/31/18::</b>	\$627,723.39	94.83%
<b>Pledges Outstanding:</b>	\$34,240.61	5.17%
<b>Number of Pledges Outstanding:</b>	25 (2 at Full Balance)	

**Capital Fund Balance (12/31/2018):** \$83,586.33

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Thank you to all who have contributed and who continue to support his necessary work!

## **Choir Report**

*Glenn Horton-Smith*

In 2018, the choir sang at regular Sunday services in spring, fall, and winter, plus Easter Saturday Vigil and Christmas Eve.

Choir members this year included Corinne Anderson, Alice Conn, Ingrid Nelson, Larry Nelson, Lynn Parsons, Samantha (Skylar) Phillips-Zee, Sarah Schneider, Teresa Snyder, Tom Snyder, and myself. Thanks to all of them for sharing their time and making a gift of their voices as an offering to the Lord. We also have been blessed by volunteer instrumentalists from our own congregation, including David Littrell (cello), Tom Snyder (piano), Sandy Horton-Smith (horn and piano), and Corinne Anderson (piano) who also is our regular accompanist for Wednesday rehearsals.

Expenditures from the choir's budget have been mostly for special accompanists. Our organist has been crucial in finding these talented people to join us.

## **Organist Report**

*Dr. Paula Moseman*

This year was a fulfilling one for my ministry as organist of St. Paul's. The sanctuary is a beautiful place to make music and the instruments are wonderful as well! The organ gets tuned twice a year since the changes of the seasons greatly affects its tuning. We also had an issue with one of the pipes ciphering after Easter Vigil and literally had to pull the pipe until it was repaired in October.

The Steinway piano was a wonderful investment and is a beautiful instrument to play! I have told my fellow members of the Manhattan Area Music Teachers' Association (MAMTA) that it is a wonderful instrument. Due to this, Dr. Agustin Muriago, piano professor at K-State, chose to come perform a recital in November. It was a spectacular concert and he really showed the instrument off! I also played for a French horn player who needed to do a recording for job applications and she chose the acoustics of St. Paul's over All Faith's Chapel. I will continue to promote St. Paul's as a wonderful venue for small, intimate recitals.

I also use the nave to teach piano lessons one day each week and will be holding a studio recital here in the spring. In addition, I am planning a recital of my own for the fall. I am so thankful to the community of St. Paul's for allowing me to use this beautiful space!

I am very blessed to be able to minister to all of you and thankful for the opportunity to help you in your worship!



## Daughters of The King Report

*Eleanor Blaker*

The Daughters of the King is an International Religious Order for Episcopal Women and Girls. The mission of The Order is the extension of Christ's Kingdom through Prayer, Service and Evangelism and our members do this by being involved in Altar guild, Pastoral Care, Encore Shop and on hospitality teams.

St. Paul's Martha and Mary Chapter has ten members and our purpose is to pray daily for St. Paul's, the clergy, deacons and the names on the blue cards that we receive. These blue cards can be found in the pew rack and are filled out requesting prayers for someone facing surgery, an illness, safe travels, employment, conflicts, bereavement, and thanksgivings. The cards collected by the ushers are put in the DOK mailbox in the office and a member sends the requests out via email to the other members. The information on the cards is confidential, however if there is a need for Pastoral Care of the clergy to be involved, they are informed.

We meet the third Saturday of the month at the church and sometimes outside of the church for a social time. This year, we spent time reading *Home By Another Way* By Barbara Brown Taylor.

If you are interested in this Order, come to one of our meetings or talk to one of the following members: Coralie Boatman, Carol Francis, Nancy Walker, Ann Pearce, Donna MacDougal, Sari Hedinger, Dee Muelsisen, Kay Halazon, Eleanor Blaker, Kristy Armstrong – a new member this year.

## Encore Shop Report

*Eleanor Blaker & Jeannene Ivy*

In 2018, the Encore shop was a year of some changes, new volunteers but continuing to serve the Manhattan and surrounding communities with bargains and hospitality. Total sales for the year were \$21,677.86 and total donations/contributions were \$17,256.74. In addition to our quarterly donations to Shepherd's Crossing -\$1500, the Flint Hills Community Clinic-\$400, Rector's Discretionary Fund -\$300, the Happy Kitchen -\$300 and St Paul's Endowment -\$1000-1500, we also honored vouchers from Shepherd's Crossing, Catholic Charities, Crisis Center and Head Start helping people who need clothing and household items. Entrance mats for St. Paul's and the Encore Shop were purchased. We had our usual twice a year bag sale which the costumers look forward to. Prior to closing for cleaning in July a new door was installed making it sometimes way too bright on the main floor. The basement floor was painted, a new thermostat installed and a new wall heating unit for the basement.

Some of our volunteers retired this year, Pam Smith, Peggy Null, Sue Swartz, Mary Bosch, Sarah Thomas however Betsy Barrett, Alice Conn, Sonya Conrad, Pat Hanson, Kate Moore, Candie White, Allison Dollar have joined the ranks either being there on a regular basis or alternating with me on certain days. In addition to the above mentioned, Jeannene Ivy, Roene Bartle, Coralie Boatman, Nancy Walker, Garolyn Connary, Lynn Parsons, Mary O'Laughlin, Elisabeth Leipold make up our staff. We have had several K-State students come in to help occasionally. Last spring, an Asian woman was coming in almost daily and said coming in and hearing English was helping her to learn English, her husband is doing research at K-State and they have two school-age sons. After several weeks she asked if she could come in and volunteer as it would help her even more. Emily is a regular Monday volunteer and a joy to have around, interacting with the shoppers, helping people bringing donations in and shoppers with their purchases. We would love to have a few more like her. Without the help of Rex Boatman, Mike Sexton, Deacon Charles and Kim Conrad we would be inundated with trash, cardboard, clothes not up to our standards for selling, our thanks and appreciation for them, if anyone would like to help them out let them know.

Jeannene Ivy keeps the shop dusted and clean and has the eye for putting clothing together in a fashionable eye catching way. She is there in the sorting room on Mondays, Fridays and other days if needed. My regular day is Tuesdays, alternating Saturdays with Kate Moore, on Mondays Candie White and I have covered it. For awhile we had to close on Thursdays because of no volunteers for that day but after a month of concerns from customers Coralie Boatman and I now alternate keeping it open. Without more help we may have to rethink our opening 6 days a week.

## Endowment Report

The Very Rev. Patrick Funston

St. Paul's maintains two endowments managed by The Trust Company of Manhattan, 800 Poyntz Avenue. In 2018, the endowments were overseen by an endowment committee made up of:

- Rector, The Very Rev. Patrick Funston
- Senior Warden, Dr. David Littrell
- Treasurer, Joe Barbercheck
- Appointed Member, Art Loub

Both endowments are currently invested in a "Balanced Growth" portfolio. Which is currently made up of approximately:

7%	Cash and Cash Equivalents
17%	Equity – Foreign
35%	Equity – US
34%	Fixed Income
7%	Real Assets

### Year-End Investment Market Values

Operating Endowment	\$364,462.20
Housing Endowment	\$132,912.73

### Realized Income from 2018 Investments (Income for 2019 Budget)

Operating Endowment	\$4,127.16
Housing Endowment	\$1,434.38

For the 2018 fiscal year, the Endowment Committee monitored St. Paul's investments in two meetings with our financial advisors at the Trust Company on July 19, 2018 and January 8, 2019.

2018 was characterized by market volatility that ultimately led to a downturn in our investments. Our Operating Endowment saw a 8.96% decrease and our Housing Endowment saw a 8.86% decrease.

Over the course of 2018, the Trust Company responded to market movement by refocusing our investment allocation mix on the long-term securities in our Balance Growth portfolio. (Since 2017 was such a good year for the markets, our investment portfolio had grown a little overweight in Equities.)

As with all investments, it's worth noting that we can be troubled by this downturn, but it isn't associated with anything other than the year the market had. Investments require long-term goals and conservative practices, so the Finance Committee and Vestry affirmed the Endowment Committee's decision to continue with the same investment strategy.

For some longer-term perspective, since the beginning of 2016, the Operating Endowment has seen growth of 3.08% and the Housing Endowment has grown 3.22%.

## St. Paul's Dinner/Foyer Groups Report

*Teresa Snyder*

A total of 60 adults and four children participated in our dinner groups for the Spring and Fall semesters of 2018. For the Fall semester we tried some new groupings to better accommodate dietary issues and include children. We had a restaurant group, a parents with children group and two groups who chose either potluck or restaurant for each meal. We were able to get better acquainted with each other as well as discover some local restaurant offerings while enjoying fellowship.

## Giving Tree Report

*Teresa Snyder*

St. Paul's parishioners were generous again in providing our two families with a total of 74 gifts. Our first family included six children and a mother. The second had five children and two parents. Each child received a shirt, a pair of pants, shoes, and three additional items including coats, sets of sheets and toys. Most of the parental gifts were for all to share. The Pastoral Care team provided a tin of cookies for each family.

The Junior League who sponsors this event thanked us for our support and generosity with the Adopt-a-Family program. They were able to provide gifts for 95 families with a total of 251 children.

In addition, our parishioners gave \$180.00 to the Flint Hills Bread Basket.

Thank you to all who participated. Thanks also to Ingrid Nelson who crafted great gift tags and Tom Snyder for helping deliver the gifts in 39-gallon bags to the Douglass Center Annex for distribution.

## Happy Kitchen Report

*Marian & Jim Fuller*

Happy Kitchen, part of St. Paul's feeding ministry, continues excellent service to the community with free home-cooked breakfasts served in our Fellowship Hall on Tuesday and Friday mornings, 7:00 to 8:30 a.m.

St. Francis Canterbury students, headed up by Rachel Jackson, crews the kitchen on Tuesdays during the university year and a committed group of St. Paul's folks fills in during university holidays and the summer months. Unitarian Universalist Fellowship handles the Friday breakfasts.

Seven Dolors Catholic church also covered breakfasts on Fridays but in the spring they found they could no longer get enough volunteers to continue. They tried their best but finally had to withdraw. The Unitarian Universalist Fellowship formed an additional crew in addition to the three they already had, and now they will be taking over those Catholic Fridays starting February 2019.

Serving in the Happy Kitchen means getting up early, rain or shine, feel like it or no, and getting that meal cooked, served, and doing the clean up afterward. It is a labor of love by all the wonderful volunteers, but it is labor. These giving folks are going to have so many stars in their crowns!

Every single member of St. Paul's can feel gratitude that our church engages in this hospitality which helps our neighbors who have more than their share of challenges – poverty, homelessness, mental illness, loneliness.

Maybe we all can't work in the Happy Kitchen, but we all can help this ministry by the simple, powerful act of linking our **Dillons Plus Shoppers Card** to St. Paul's with Account Number

**L1824**. Easy to do – just go online at Dillons, click the Community Rewards tab, and register your card to benefit St. Paul's. Thereafter our church will receive a check from Dillons giving us a portion of your grocery payments at absolutely no cost to you and no effect to any of your Shoppers Card benefits. It is simply free money! Go home and make a PLUS for St. Paul's!



## Fellowship Team Report

*Ingrid Nelson*

The Fellowship Teams continued to have a very busy year. The teams were set up on a rotating basis, thus, allowing St. Paul's to plan and organize baby showers, baptism receptions, funeral receptions, wedding showers, etc. The team concept allows many parishioners to participate in the planning and hosting of parish events.

The events organized in 2018 involved two funeral receptions, four baptism receptions, one baby shower, Mardi Gras party a graduation and a farewell reception.

### **Team 1:**

\*Ingrid and Larry Nelson  
\*Nancy Walker  
Coralie Boatman  
Alice Conn  
Chinyere and Ike Ehie  
Jennifer Jones  
Pam and Bob Smith  
Candie White  
Mary DeBuys

### **Team 2:**

\*Eleanor Blaker  
\*Yvonne Amanor-Boadu  
Connie Cattell  
David Littrell  
Ava Merryfield  
Mary Sier  
Larie Schoap  
Bria Taddiken-Williams

### **Team 3:**

\*Teresa Snyder  
\*Deb Lamb  
Corrine Anderson  
Michael Funston  
Sandy Horton-Smith  
Kate Moore  
Gabrielle Thompson

### **Team 4:**

\*Betsy and Pat Pesci  
Sonya Conrad  
Marian and Jim Fuller  
Ann Pearce  
Sue Schwartz  
Patti and Mike Sexton

If you would like to have your name added to a team, please contact Ingrid Nelson. [lan3864@cox.net](mailto:lan3864@cox.net) or 785-233-3758 or 785-539-2362

## **Service Fund**

*Liz Kolstad*

"Truly I tell you, just as you did to one of the least of these My brethren, you did to me."

- Matthew 25:37-40

"Service" – according to one of its definitions listed in the Webster dictionary is: "an act of assistance or benefit to another or others."

While the Episcopal Relief Fund assists on a global scale, the St. Paul's Service Fund serves on a local level. When there is a need within our parish, or community, that is brought to our attention; for example: assistance with purchasing needed medication, having some necessary dental work done, or some other challenge, the Service Fund committee, to the best of its ability, strives to find a way to assist the individual(s) with the request.

We work together with community outreach programs like Shepherd's Crossing, the Community Health Clinic, the Konza Dental Clinic, and others to find a way to find a solution for these requests.

Please see Fr. Patrick if you or someone you know in our parish has a need the Service Fund could assist with.

Membership: Fr. Patrick Funston, Liz Kolstad, Deacon Charles Pearce, and Pam Smith.

We want to mention that Marilyn Davenport and Louise Hardisty were members of the Service Fund for many years. They will be greatly missed.

## Ordination Process Report

The Very Rev. Patrick Funston

Among the many joys of ministry as rector is the honor of supporting those who are feeling God's call to ordained ministry. Though the formal discernment process is handled by the diocese through a body called the "Commission on Ministry," the process begins with and continues to be a conversation between priest and discerner. In 2018, St. Paul's added a fourth person to its list of potential-future-clergy and should be very proud of itself for its role in forming these church leaders.

I am proud of St. Paul's for the support it has given to these discerners! If you think it's even a remote possibility that God is calling you to ordination, do not hesitate to talk to me!

**Yvonne Amanor-Boadu, *Diaconal Postulant*:** Yvonne has been a member of St. Paul's since October 2014. She serves in various liturgical roles and has served on Vestry. She is currently one of our convention delegates and is standing this year for election to a one-year term on the vestry. This year, Yvonne co-led the Welcoming Advisory Team and taught the *Engaging Diversity* class on identifying and combatting various forms of bias.

Yvonne was named a postulant for ordination to the diaconate in August 2018 and began attending the Bishop Kemper School for Ministry (Topeka) that same month. She hopes to graduate and be ordained to the diaconate in the summer of 2020.

**Dillon Green, *Presbyteral Postulant*:** Dillon came to Manhattan from his home in Alabama in August 2016 to begin work as Campus Ministry Intern for the Canterbury House at K-State. He became a member of St. Paul's in the summer of 2017 and pursued the ordination process. He was named a postulant in March 2018.

Dillon matriculated at Virginia Theological Seminary in August 2018 and is in the middle of his first of three years. He is Junior Class Vice-President and was recently named one of only a few Chapel Sacristans responsible for facilitating the worship life of the seminary. Dillon hopes to return to the diocese in the summer to work for the Diocesan Youth and Campus Ministry Program as a summer intern. Dillon hopes to graduate from VTS in May 2021 with ordination soon after.

**Landon Leiker, *Presbyteral Aspirant*:** Landon began attending St. Paul's in November 2017 and was received into the Episcopal Church in May 2018. Landon serves St. Paul's in a variety of liturgical roles and was on the small team that planned and implemented 2018's *Tenebrae* service on the Wednesday of Holy Week. In the Fall of 2018, he pursued an internship with the Episcopal Service Corps in New Hampshire and returned to Manhattan at Christmas. He works in the Admissions Office at K-State. He is in the early stages of preparation for application to the diocesan discernment process, but has received both vestry and rector support. Landon is running for a full three-year term on vestry.

**Abby Zimmerman, *Presbyteral Postulant*:** Abby was named a postulant in March 2018. Abby began attending KSU Canterbury House and St. Paul's during her sophomore year and was received into the Episcopal Church in April 2016. Abby graduated from Kansas State in May 2018 and moved to Omaha, Nebraska where she is helping the Diocese of Nebraska start a Benedictine Service Corps, an intentional-community service house modeled in the Benedictine spiritual tradition. Fall of 2019 will be the beginning of some form of seminary education. Abby is still in discernment about the path that she will take and is waiting on a conversation with Bishop-elect Bascom. She says that while she can see the benefit of residential seminary, she is enjoying Omaha on both a personal and professional level and is leaning toward living and working in Omaha while attending Bishop Kemper School for Ministry.

***Thank you, St. Paul's, for your support of these discerners!***

## Liturgical Lay Ministry

*Rebecca Burton*

By the end of 2018, there were thirty-five individuals serving as Lectors, Chalice Bearers, Ushers and Acolytes (special services), with eight persons needed to fill the positions every Sunday, between the two services. Occasionally, a few individuals served in more than one position on a Sunday or special days to cover a need for that service.

Every week, an e-mail is sent out on Thursday or Friday prior to the Sunday service to remind those scheduled to serve on that weekend. Additionally, in the last week of the month, a request for Sundays off is sent out before the schedule is finalized for the month.

At the beginning of the new year, a sign-up sheet was laid out in the Common Area, to request parishioners to volunteer for this Ministry for Sunday services. St. Paul's offered a morning of training on Saturday, March 3rd, 2018 for those interested in supporting this ministry.

Thank you to everyone to everyone currently serving in the Lay Liturgical Ministry for sharing your time and talents so willingly, thus making it easy for me to create a schedule that allows for the seamless flow of the services each week.

## St. Paul's Concert Series Report

*Tom Snyder & David Littrell*

2018 was another very good year for musical performances at St. Paul's. These concerts and recitals not only provide the performers a beautiful venue, but bring a significant number of the community's citizens to our church during the year.

The following is a listing of the major concerts and performances which were held in our nave:

January 27, 2018	David Littrell's open dress rehearsal for his Final Faculty Recital
March 15, 2018	K-State Collegium Musicum, <i>Seven Centeries of Music by Women</i>
April 28, 2018	KSU Concert Choir
May 5, 2018	David Littrell's pre-college cello studio recital
November 3, 2018	Augustin Muriago, piano recital, <i>Music of Spain</i>
November 6, 2018	KSU Concert Choir and Womens Choir Concert, <i>Music of the Baltic States</i>
December 7, 2018	Oak Grove Preschool Winter Concert
December 15, 2018	David Littrell's pre-college cello studio, two separate recitals
January 11, 2019	David Littrell's recital w/ his older students accompanying

A concert policy for anyone using the nave was developed so that the church would be properly cared for and restored for worship following each concert.

During the past 1.5 years, our concert series has brought in over 1300 people into St. Paul's, many of whom may never have been here. This year, our church is even more lovely with the landscaping completed for people attending church and our concert series.

Performers and Manhattan audiences are raving about the beauty of our historic church and certainly about the acoustics. Outsiders have no idea how much the replacement of the ceiling has significantly enhanced the acoustics. The new ceiling drywall is reflecting sound rather than absorbing it as did the fiber board from the 1930s construction. Our Steinway Model M grand piano could very well be the only Steinway in existence at a Manhattan church.

We hope to continue the use of our beautiful nave for the performance of fine music in the future.

## Pastoral Care Team Report

*Liz Kolstad*

The St. Paul's Pastoral Care ministry mission is to carry the love of Christ to the members of our parish and our community who are ill, hospitalized, homebound, or those dealing with other challenging life circumstances. This past year brought many blessings, times of joy and also sorrow. We experienced the deaths of some dear folks. As we've said before, on behalf of Pastoral Care, we thank our St. Paul's parish family for your prayers!

A St. Paul's Pastoral Care team goes out each Tuesday on home and nursing homes visits. In addition to taking communion to those we visit, we attend and assist with the monthly Elder Eucharist service at Homestead Assisted Living on the second Tuesday of each month and at Via Christi Village on the fourth Tuesday of each month.

Pastoral Care also assists with various medically-assisted needs, with transportation to various types of appointments, and other similar tasks. We have provided clothing to those in need. The clothing is often generously donated by the Encore Shop. Pastoral Care also takes the weekly Sunday bulletins, and the Forward Day-by-Day to folks. We often help find information for folks: for Home Care, Meals on Wheels etc.

Throughout the year, Pastoral Care takes treats and little gifts (lotions, tissues, lip balm) to the folks we visit. Upon occasion, we take flowers to the folks we visit. These lovely flowers are often from the altar and can be enjoyed some more!

Over the years, we have made friends with folks who are not members of St. Paul's but look forward to our weekly visits.

There is always something people (you) can do to extend a helping hand from St. Paul's to people in nursing homes. Some people might enjoy a visit, a phone call, someone to help them write a note. If you have time to spare once in a while, please let us know. We'll be happy to introduce you to someone who would welcome your company!

If you know of someone who would like or is in need of a visit, please let us know. We don't always know when someone is in the hospital, or at home recovering from surgery, or homebound and would like communion. Please help us take care of our St. Paul's parish family and our extended "family."

Pastoral Care funding relies solely on Christ's love and on the generous donations made to this ministry by St. Paul's parishioners, others, and memorial funds.

We thank you all for your support! Without your prayers and the generous giving of your time and talents, this ministry could not function.

Thank you to the members of the Team!

Eleanor Blaker, Coralie Boatman, Rosemary Burroughs, Carol and Frank Connizzo, Fr. Patrick Funston, Sari Hedinger, Liz Kolstad, Iona Learned, Teresa Snyder, Nancy Walker, Candie White.

We want to mention that Marilyn Davenport, who died last January, was a founder and member of the Pastoral Care Team for many years. She will be greatly missed.

## Welcoming Steering Team Report

Yvonne Amanor-Boadu & The Very Rev. Patrick Funston

In 2018, the Welcoming Steering Team has worked, in various incarnations, to get to know the welcoming culture of St. Paul's with the goal of understanding where we are as a congregation and to create opportunities for continued formation and development of a broad welcoming philosophy. When we initially started this process, we imagined a multi-phasic conversation around how the congregation welcomes "those who have not been historically welcome in the wider Church." As leaders, our assumption was that the majority of our work would take place in conversations with/about our culture of welcome of members of the LGBTQ community. We were honestly surprised at the degree to which these matters were already "old news" and that the greater interest, from both the Team and the Congregation was around Race.

### Timeline of Work:

Fall 2017	Formation of the Team with report to Vestry
Winter 2018	Group Formation, Process Familiarization, Frame Development
Spring 2018	Welcoming Prayer drafted
Spring 2018	One-to-Ones (conversations with formal and informal leaders of the parish)
Spring-Fall 2018	Formation/Education Opportunities
April/May 2018	<i>Engaging Diversity Class</i>
August 2018	<i>Brown Bag Movies, Diversity &amp; Welcoming Series</i>
September 2018	<i>The Theology of Race Class</i>
Fall 2018	Welcoming Statement Development
Fall 2018	Welcoming Process Survey



The Welcoming Advisory Committee drafted and tested the following Welcoming Statement in our survey to the congregation in the Fall of 2018:

*Loving hearts...*

*We believe Jesus has called us to love God with all our hearts and to love our neighbor. In that call, we find our neighbor in people from all walks of life, all economic statuses, all genders, all sexualities, all abilities, all ethnicities and races. We are all children of God, made in the image of God: neighbors.*

*Curious minds...*

*We wish to know how to be better neighbors to all people and to live together in God's present kingdom. We are ready to learn and grow by listening to the stories of those we may have hurt, offended, or ignored, affirming the value in diversity of thought, culture, and experience. We learn together how we can show the light of God's love. We do not assume that we already know the needs of those we welcome here.*

*Open doors...*

*We aim to practice Christ's example of hospitality by welcoming every person who comes to St. Paul's. We hope to welcome all who desire to better know and worship God, all who need comfort and fellowship, and all who seek to find their place.*

*All are welcome.*

*You are welcome.*

The Team presented the Welcoming Statement along with a report of its work to the Vestry at its December 2018 meeting. In response, the vestry took the following actions:

- The vestry adopted the welcoming statement as an official statement of the parish, encouraging its publication in internal and external communication.
- The vestry established the Statement as a guiding principle for mission & ministry in 2019.
- The vestry supports the rector in his utilization of the Statement as a guiding principle for formation opportunities in 2019.
- The vestry and rector decided to roll-out the Statement and its implications at the Annual Meeting on January 30, 2019.

We would like to recognize and thank those current and former members of the team who have participated in this leadership over the last year:

Luke Dempsey, Dillon Green, Glenn Horton-Smith, Sandy Horton-Smith, Ellie Lamb, Landon Leiker, Nicolette Manglos-Weber, Peter Oppelt, Laura Phillips-Zee, Mary Sier, Nancy Walker, Claudia Weese

We would also like to thank those who provided their feedback in one-to-ones and in participating in our congregation survey.

## Finance/Treasurer's Report

*Joseph Barbercheck, MBA and the Very Rev. Patrick Funston*

St. Paul's enjoyed great progress and realized several very significant achievements in financial management in 2018. Chief among them were 1.) passage of a balanced budget for 2019, 2.) completion of a comprehensive parish financial audit, 3.) re-formation of the Finance Committee, and 4.) modernization of our budget and financial report formats.

St. Paul's began 2018 in the same budgetary position as 2016 and 2017 – operating with a deficit budget. The deficit for 2018 was \$35,683.34; that deficit was closed, in part, by making two draws on the principal balance of our Operating Endowment. Those draws are explained in greater detail in the note below.

But as the result of the extraordinary commitment of our congregation, and supported by the remarkable work of David Littrell, St. Paul's received sufficient pledge commitments for 2019 to enable the Vestry to adopt a balanced budget for 2019. While the future will certainly bring additional challenges, the 2019 balanced budget represents an enormously significant step forward toward sustainable financial management and stewardship for St. Paul's.

Additionally, having recognized the necessity of a comprehensive parish financial audit, St. Paul's was able to meet this obligation for the first time in 2018. Aided by the support of Eric Kientz of Varney and Associates, Melody Saxton was able to complete a thorough reconciliation of our parish financial records. Thereafter, Varney and Associates undertook a complete audit of our financial statements. By the end of 2018, our auditors were able to affirm the appropriateness of our financial management systems, and to make recommendations for further improvement.

2018 also saw the reconstitution of a Finance Committee at St. Paul's. That committee has been a key contributor to many of the achievements described here. The support and effort of a fully engaged Finance committee is one of the ways in which St. Paul's demonstrates its commitment to good stewardship and to actively building and preserving the financial resources necessary to support the work of the church, both for the short and the long term. The Committee is comprised of Mary Bosch, Larry Nelson, Peter Oppelt, the Rector *ex officio*, and is chaired by the Treasurer. The Committee has provided invaluable work in drafting the budget, reviewing the audit report, and making recommendations to the Vestry on financial matters. We are incredibly fortunate to have such dedicated and thoughtful members of our financial management team.

Finally, the format of our financial reports has been updated to meet two goals. Primarily, it will provide clearer, more easily comprehensible information to the Vestry regarding the financial position of the parish. Secondly, the new format will better align our regular monthly reports with the parochial report that is generated once per year.

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A note on 2018 Endowment draws: two draws were made on the principal balance of our Operating Endowment over the course of 2018 in response to the exigent need that arose from our deficit budget. The first draw was prompted by the realization at the end of June that there were not sufficient funds in our Operating checking account to cover that month's payroll; as a result, the Rector and Treasurer consulted, ultimately deciding to transfer \$15,000 from the Operating Endowment to our Operating checking account. This decision was taken quickly, in response to a time-sensitive shortage. The circumstances of that decision, coupled with concern on the part of the Rector, the Treasurer, and the Vestry for propriety and transparency in our financial management decisions, prompted two pieces of work: 1.) research into the bylaws as they pertain to management of endowment funds, and 2.) projections of cash flows for the remainder of the year, which would enable the Vestry to consider any additional measures in a more deliberate conversation. Those projections, and the reality of our cash position, led to a second draw against the Operating Endowment principle in the middle of September. This second draw transferred \$21,000 from our Operating Endowment to our Operating checking account; the amount was projected to be significant enough to meet our cash needs for the remainder of the budget year, and to obviate the need for any additional draws.

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## Summary of 2018 Financials

*Joseph Barbercheck, MBA and the Very Rev. Patrick Funston*

As was mentioned earlier in this report, the budgeted deficit for 2018 was \$35,683.34. By the end of the year, however, expenses had exceeded that budgeted deficit by \$8,983.55. Beyond routine variations in expenses over the course of the year, the additional expensed were primarily related to two items. The cost of conducting the parish financial audit was substantially higher than was budgeted (and higher than it will be in subsequent years) because of the number of hours required to do the work of reconciling our financial records. The additional expense of \$5,328.79 above the budgeted amount was a necessary investment, the result of which is that all of our checks, account statements, bookkeeping entries, and documents are accurate and consistent, going back to 2014. The second impactful expense was \$461.67 more than the budgeted amount for software. That expense addressed a pressing need to upgrade to the most recent version of QuickBooks, which is the software we use for all of our bookkeeping. The upgrade was necessary in order to reconcile our finances, and to act on the recommendations of the auditor to help in keeping our finances in good order going forward.

Of further and final note, see the Balance Sheet item *1299 · Due To/(From) General Account*. This was created in the course of our 2018 reconciliation work when the was made to stop the comingling of General and Restricted Funds as had previously been practiced. When Restricted Funds were given their own checking account, it became clear that the Restricted Funds lacked the liquidity to meet their full obligations. The total difference is currently -\$21,934.51. That is money that the General Fund “owes” to the Restricted Funds.

**St. Paul's Episcopal Church**

2019 Budget with Three-Year Actuals

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 BUDGET
<b>OPERATING INCOME</b>					
<b>Individual contributions</b>					
Pledged	\$ 148,003.00	\$ 133,015.00	\$ 145,877.00	\$151,690.00	\$ 203,120.00
Non-Pledged	\$ 35,496.99	\$ 52,116.31	\$ 40,681.00	\$ 45,000.00	\$ 35,000.00
Plate offering	\$ 4,422.77	\$ 4,697.34	\$ 4,790.45	\$ 4,500.00	\$ 4,500.00
Easter	\$ 285.00	\$ 997.00	\$ 747.00	\$ 500.00	\$ -
Christmas			\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 188,207.76</b>	<b>\$ 190,825.65</b>	<b>\$ 192,095.45</b>	<b>\$201,690.00</b>	<b>\$ 242,620.00</b>
<b>From investments</b>					
Operating Endowment	\$ 4,886.51	\$ 5,578.96	\$ 2,706.14	\$ 2,706.14	\$ 4,127.16
Housing Endowment	\$ 1,788.44	\$ 2,273.05	\$ 1,429.52	\$ 1,429.52	\$ 1,434.38
Other Draw	\$ -	\$ -	\$ 36,000.00	\$ -	\$ -
<b>Drawdown</b>	<b>\$ 6,674.95</b>	<b>\$ 7,852.01</b>	<b>\$ 40,135.66</b>	<b>\$ 4,135.66</b>	<b>\$ 5,561.54</b>
<b>Space use income</b>					
AA	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00
Al-Anon	\$ -	\$ -	\$ 120.00	\$ -	\$ 120.00
Happy Kitchen	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120.00</b>	<b>\$ -</b>	<b>\$ 4,320.00</b>
<b>Other Operational Income</b>					
Misc.	\$ 116.30	\$ 363.95	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 116.30</b>	<b>\$ 363.95</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Non-Apportioned Operational Income</b>					
PK	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
<b>Subtotal</b>	<b>\$ 20,000.00</b>	<b>\$ 20,000.00</b>	<b>\$ 20,000.00</b>	<b>\$ 20,000.00</b>	<b>\$ 20,000.00</b>
<b>TOTAL</b>	<b>\$ 214,999.01</b>	<b>\$ 219,041.61</b>	<b>\$ 252,351.11</b>	<b>\$225,825.66</b>	<b>\$ 272,501.54</b>
<b>OPERATING EXPENSES</b>					
<b>Work outside congregation</b>					
Diocesan Apportionment	\$ 35,700.00	\$ 42,642.00	\$ 32,256.00	\$ 32,256.00	\$ 33,060.00
<b>Subtotal</b>	<b>\$ 35,700.00</b>	<b>\$ 42,642.00</b>	<b>\$ 32,256.00</b>	<b>\$ 32,256.00</b>	<b>\$ 33,060.00</b>
<b>Personnel</b>					
Clergy compensation	\$ 58,999.96	\$ 61,000.00	\$ 61,000.00	\$ 61,000.00	\$ 64,000.00
Admin salary	\$ 15,999.96	\$ 16,833.32	\$ 21,897.48	\$ 20,000.00	\$ 20,500.00
Nursery Care	\$ 1,822.37	\$ 1,650.50	\$ 2,614.23	\$ 2,000.00	\$ 2,400.00
Payroll taxes	\$ 1,372.36	\$ 1,465.48	\$ 1,794.87	\$ 1,500.00	\$ 1,700.00
Medical insurance	\$ 25,788.15	\$ 26,440.00	\$ 26,312.90	\$ 22,008.00	\$ 28,506.00
Pensions	\$ 11,496.29	\$ 10,611.96	\$ 11,348.04	\$ 10,980.00	\$ 11,520.00
Continuing education	\$ 23.64	\$ 1,965.71	\$ 1,745.52	\$ 2,000.00	\$ 2,000.00
Auto	\$ 3,531.47	\$ 3,548.46	\$ 3,252.88	\$ 3,500.00	\$ 2,500.00
Supply Clergy	\$ 400.20	\$ 1,238.58	\$ 434.00	\$ 1,000.00	\$ 1,250.00
Rector Other	\$ -	\$ 1,082.59	\$ (246.00)	\$ -	\$ -
Admin Search	\$ 4,121.00	\$ -	\$ 435.75	\$ -	\$ -
Deacons' Continuing Education	\$ -	\$ -	\$ 350.00	\$ 1,000.00	\$ 2,000.00
Deacons' Conference	\$ -	\$ 460.00	\$ 240.00	\$ 500.00	\$ 500.00
Organist	\$ 7,500.00	\$ 9,850.00	\$ 7,685.00	\$ 8,400.00	\$ 9,000.00
Seminarian Support	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,800.00
<b>Subtotal</b>	<b>\$ 131,055.40</b>	<b>\$ 136,146.60</b>	<b>\$ 140,064.67</b>	<b>\$135,088.00</b>	<b>\$ 147,676.00</b>
<b>Plant operating expenses</b>					
Property & casualty insurance	\$ 21,412.75	\$ 23,069.30	\$ 24,508.28	\$ 23,000.00	\$ 25,000.00
Utilities	\$ 13,056.08	\$ 12,406.95	\$ 15,107.49	\$ 13,000.00	\$ 13,000.00
Maintenance & Repair	\$ 12,613.43	\$ 20,103.83	\$ 4,814.18	\$ 20,000.00	\$ 10,000.00
Service Contracts	\$ 4,950.00	\$ 5,425.00	\$ 7,465.00	\$ 6,865.00	\$ 7,350.25
HVAC Replacement	\$ -	\$ -	\$ 5,736.00	\$ 5,000.00	\$ 6,000.00
Janitorial Supplies	\$ -	\$ -	\$ 574.03	\$ -	\$ 500.00
<b>Subtotal</b>	<b>\$ 52,032.26</b>	<b>\$ 61,005.08</b>	<b>\$ 58,204.98</b>	<b>\$ 67,865.00</b>	<b>\$ 61,850.25</b>

<b>Office expenses</b>					
Advertising	\$ 1,028.35	\$ 637.54	\$ 490.18	\$ 700.00	\$ 500.00
Communications	\$ 3,651.25	\$ 3,789.35	\$ 2,961.04	\$ 3,800.00	\$ 3,000.00
Office Supplies	\$ 2,859.16	\$ 2,977.91	\$ 2,633.11	\$ 3,000.00	\$ 2,500.00
Postage	\$ 748.65	\$ 635.68	\$ 362.00	\$ 1,000.00	\$ 500.00
Copier	\$ 6,297.92	\$ 4,785.22	\$ 5,704.40	\$ 4,500.00	\$ 6,000.00
Misc & Other Expense	\$ 304.12	\$ 923.34	\$ 396.44	\$ 1,000.00	\$ 500.00
Computer Lease	\$ -	\$ -	\$ -	\$ -	\$ 3,600.00
License, Software & Database	\$ 539.98	\$ 300.00	\$ 761.67	\$ 300.00	\$ 900.00
Payroll & Accountant	\$ 1,410.00	\$ 2,100.46	\$ 2,025.75	\$ 2,000.00	\$ 2,000.00
Annual Audit	\$ -	\$ -	\$ 10,328.79	\$ 5,000.00	\$ 5,000.00
Reconciliation Discrepancies	\$ -	\$ -	\$ 604.79	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 16,839.43</b>	<b>\$ 16,149.50</b>	<b>\$ 26,268.17</b>	<b>\$ 21,300.00</b>	<b>\$ 24,500.00</b>
<b>Parish programs</b>					
Altar Guild	\$ 455.80	\$ 866.68	\$ 564.80	\$ 700.00	\$ 700.00
Christian Education	\$ 84.78	\$ 23.78	\$ 241.15	\$ 200.00	\$ 500.00
Youth Group	\$ 276.00	\$ 198.68	\$ 21.99	\$ 200.00	\$ -
Stewardship	\$ 141.00	\$ 98.00	\$ 301.24	\$ 400.00	\$ 400.00
Music	\$ 507.00	\$ 468.40	\$ 559.00	\$ 400.00	\$ 400.00
Convention Expense	\$ 1,721.06	\$ 1,386.19	\$ 1,563.86	\$ 1,400.00	\$ 2,000.00
Evangelism	\$ 191.61	\$ -	\$ 828.57	\$ 500.00	\$ 500.00
Hospitality	\$ 942.65	\$ 226.53	\$ 177.56	\$ 700.00	\$ 300.00
Miscellaneous	\$ 100.00	\$ 20.00	\$ (33.99)	\$ 500.00	\$ 500.00
<b>Subtotal</b>	<b>\$ 4,419.90</b>	<b>\$ 3,288.26</b>	<b>\$ 4,224.18</b>	<b>\$ 5,000.00</b>	<b>\$ 5,300.00</b>
<b>TOTAL</b>	<b>\$ 240,046.99</b>	<b>\$ 259,231.44</b>	<b>\$ 261,018.00</b>	<b>\$261,509.00</b>	<b>\$ 272,386.25</b>
<b>NET INCOME</b>	<b>\$ (25,047.98)</b>	<b>\$ (40,189.83)</b>	<b>\$ (8,666.89)</b>	<b>\$ (35,683.34)</b>	<b>\$ 115.29</b>
<b>NON-OPERATING REVENUES &amp; EXPENSES</b>					
<b>Restricted Funds</b>					
<b>Income</b>					
Flowers	\$ 370.00	\$ 585.00	\$ 1,373.06	\$ -	\$ -
Choir	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	\$ -
Deacon's Discretionary	\$ 105.00	\$ 85.00	\$ 445.00	\$ -	\$ -
Happy Kitchen	\$ -	\$ -	\$ 2,386.12	\$ -	\$ -
Memorial/Columbarium	\$ 0.99	\$ 6.46	\$ 8,685.00	\$ -	\$ -
Pastoral Care	\$ 447.50	\$ 775.00	\$ 600.00	\$ -	\$ -
Rector's Discretionary	\$ 3,296.14	\$ 4,835.39	\$ 2,478.83	\$ -	\$ -
Service Fund	\$ 300.00	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 6,863.82	\$ 13,565.15	\$ 966.80	\$ -	\$ -
<b>Total income</b>	<b>\$ 11,983.45</b>	<b>\$ 20,452.00</b>	<b>\$ 17,534.81</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Flowers	\$ 762.63	\$ 1,136.50	\$ 661.90	\$ -	\$ -
Choir	\$ -	\$ -	\$ 900.21	\$ -	\$ -
Christian Education	\$ -	\$ -	\$ 426.46	\$ -	\$ -
Deacon's Discretionary	\$ 770.00	\$ 127.50	\$ 515.00	\$ -	\$ -
Happy Kitchen	\$ 2,657.76	\$ 2,861.22	\$ 2,164.95	\$ -	\$ -
Memorial/Columbarium	\$ -	\$ 12,050.00	\$ 8,015.79	\$ -	\$ -
Pastoral Care	\$ 1,605.09	\$ 807.00	\$ 411.95	\$ -	\$ -
Rector's Discretionary	\$ 6,724.37	\$ 4,245.46	\$ 2,760.31	\$ -	\$ -
Service Fund	\$ 200.00	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 5,509.14	\$ 3,720.00	\$ (62.70)	\$ -	\$ -
<b>Total expenses</b>	<b>\$ 18,228.99</b>	<b>\$ 24,947.68</b>	<b>\$ 15,793.87</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Offerings received for transmittal</b>					
<b>Received for transmittal</b>					
BESS	\$ 1,088.92	\$ 1,015.42	\$ 2,738.88	\$ -	\$ -
Good Friday offering	\$ 485.35	\$ 156.00	\$ 27.00	\$ -	\$ -
<b>Total</b>	<b>\$ 1,574.27</b>	<b>\$ 1,171.42</b>	<b>\$ 2,765.88</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transmitted</b>					
BESS	\$ 1,371.13	\$ 1,200.93	\$ 1,266.85	\$ -	\$ -
Good Friday offering	\$ -	\$ -	\$ 27.00	\$ -	\$ -
<b>Total</b>	<b>\$ 1,371.13</b>	<b>\$ 1,200.93</b>	<b>\$ 1,293.85</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Additions to investments</b>					
Operating Endowment Contributions	\$ -	\$ 5,253.94	\$ 10,335.11	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,253.94</b>	<b>\$ 10,335.11</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Capital Funds</b>					
<b>Income</b>					
Capital Campaign Income	\$ 151,702.67	\$ 576,780.34	\$ 118,387.55	\$ -	\$ -
<b>Total</b>	<b>\$ 151,702.67</b>	<b>\$ 576,780.34</b>	<b>\$ 118,387.55</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Capital Campaign Construction	\$ 198,506.61	\$ 426,983.97	\$ 82,172.19	\$ -	\$ -
<b>Total</b>	<b>\$ 198,506.61</b>	<b>\$ 426,983.97</b>	<b>\$ 82,172.19</b>	<b>\$ -</b>	<b>\$ -</b>

## St. Paul's Profit & Loss Fiscal Year 2018

Operating Income/Expense			
	<b>Income</b>		
	<b>40000 · Income</b>		
	<b>4000 · Regular Operating Income</b>		
	401 · Pledge Income		145,917.00
	402 · Non-Pledge Income		40,681.00
	403 · Plate Cash		4,790.45
	404 · Holiday		707.00
	407 · Miscellaneous		120.00
	<b>Total 4000 · Regular Operating Income</b>		<b>192,215.45</b>
	<b>4400 · PK Note Income</b>		
	440 · PK Interest Income		7,062.97
	445 · PK Principal Income		12,937.03
	<b>Total 4400 · PK Note Income</b>		<b>20,000.00</b>
	<b>Total 40000 · Income</b>		<b>212,215.45</b>
	<b>Total Income</b>		<b>212,215.45</b>
	<b>Gross Profit</b>		<b>212,215.45</b>
	<b>Expense</b>		
	<b>50000 · Operating Expenses</b>		
	<b>5000 · Diocesan Expense</b>		
	501 · Apportionment		32,256.00
	502 · Diocesan Convention Expense		1,563.86
	<b>Total 5000 · Diocesan Expense</b>		<b>33,819.86</b>
	<b>5100 · Personnel</b>		
	<b>510 · Stipends &amp; Salaries</b>		
	51 · Rector Stipend & Housing		61,000.00
	52 · Administrator Salary		
	59AA · Admin Search		435.75
	52 · Administrator Salary - Other		21,897.48
	<b>Total 52 · Administrator Salary</b>		<b>22,333.23</b>
	53 · Nursery Worker Pay		2,584.23
	54 · Organist Stipend		7,685.00
	<b>Total 510 · Stipends &amp; Salaries</b>		<b>93,602.46</b>
	511 · Payroll Taxes		1,794.87
	512 · Pensions		11,348.04
	513 · Health Insurance		26,312.90
	<b>514 · Rector Expense</b>		
	55 · Auto Expense		3,252.88
	56 · Continuing Education		1,745.52
	514 · Rector Expense - Other		-246.00
	<b>Total 514 · Rector Expense</b>		<b>4,752.40</b>
	<b>515 · Deacon Expense</b>		
	57 · Deacons' Conference		240.00
	58 · Deacons' Continuing Education		350.00
	<b>Total 515 · Deacon Expense</b>		<b>590.00</b>
	516 · Supply Clergy		434.00
	517 · Seminarian Support		1,200.00
	<b>Total 5100 · Personnel</b>		<b>140,034.67</b>
	<b>5200 · Buildings &amp; Grounds Expenses</b>		
	521 · Insurance		24,508.28
	522 · Utilities		15,107.49
	523 · Maintenance & Repair		4,814.18
	524 · Service Contracts		7,465.00
	525 · HVAC Replacement		5,736.00
	526 · Janitorial Supplies		574.03
	<b>Total 5200 · Buildings &amp; Grounds Expenses</b>		<b>58,204.98</b>
	<b>5300 · Office Expenses</b>		
	531 · Advertising		526.18
	532 · Communications		2,961.04
	533 · Office Supplies		2,633.11
	534 · Postage		362.00
	535 · Copier		5,704.40
	536 · Licenses & Software		761.67
	537 · Payroll & Accountant		2,025.75
	538 · Annual Audit		10,328.79

					539 · Miscellaneous & Other	396.44
					590 · Reconciliation Discrepancies	604.79
					<b>Total 5300 · Office Expenses</b>	<b>26,304.17</b>
					<b>5400 · Parish Program Expenses</b>	
					541 · Altar Guild	657.98
					542 · Christian Education	241.15
					543 · Youth Group	21.99
					544 · Stewardship	301.24
					545 · Music	559.00
					546 · Hospitality	177.56
					547 · Evangelism	828.57
					549 · Miscellaneous Program	-33.99
					<b>Total 5400 · Parish Program Expenses</b>	<b>2,753.50</b>
					<b>Total 50000 · Operating Expenses</b>	<b>261,117.18</b>
					<b>Total Expense</b>	<b>261,117.18</b>
					<b>Net Operating Income</b>	<b>-48,901.73</b>
					<b>Other Income</b>	
					<b>62000 · Restricted Income</b>	
					6205 · Flowers	1,373.06
					6210 · BESS	2,738.88
					6215 · Choir	600.00
					6230 · Deacons' Discretionary	445.00
					6235 · Happy Kitchen Income	2,386.12
					6240 · Memorial/Columbarium	8,685.00
					6250 · Pastoral Care	600.00
					6255 · Rector's Discretionary	2,478.83
					6290 · Miscellaneous Restricted	
					694 · Lenten Offering	27.00
					6290 · Miscellaneous Restricted - Other	966.80
					<b>Total 6290 · Miscellaneous Restricted</b>	<b>993.80</b>
					<b>62000 · Restricted Income - Other</b>	<b>0.22</b>
					<b>Total 62000 · Restricted Income</b>	<b>20,300.91</b>
					<b>63000 · Capital Campaign Income</b>	<b>118,387.55</b>
					<b>66000 · Operating Endowment Income</b>	
					6610 · Operating Endow Contribution	11,335.11
					6620 · Operating Endow Interest/Div	15,070.92
					6630 · Operating Endow Invest Mgmt Fee	-3,762.69
					6640 · Operating Endow Gains/Losses	-47,077.81
					<b>Total 66000 · Operating Endowment Income</b>	<b>-24,434.47</b>
					<b>67000 · Housing Endowment Income</b>	
					6720 · Housing Endow Interest/Div	5,397.59
					6730 · Housing Endow Invest Mgmt Fee	-1,326.92
					6740 · Housing Endow Gains/Losses	-17,062.39
					<b>Total 67000 · Housing Endowment Income</b>	<b>-12,991.72</b>
					<b>Total Other Income</b>	<b>101,262.27</b>
					<b>Other Expense</b>	
					<b>72000 · Restricted Expenses</b>	
					7205 · Flowers	661.90
					7210 · BESS	1,266.85
					7215 · Choir	900.21
					7220 · Christian Education	426.46
					7230 · Deacons' Discretionary	515.00
					7235 · Happy Kitchen	2,164.95
					7240 · Memorial/Columbarium	8,015.79
					7245 · Parish Life / Hospitality	411.95
					7250 · Pastoral Care	559.51
					7255 · Rector's Discretionary	2,760.31
					7290 · Miscellaneous Restricted	
					793 · Good Friday	15.00
					794 · Lenten Offering	12.00
					7290 · Miscellaneous Restricted - Other	-62.70
					<b>Total 7290 · Miscellaneous Restricted</b>	<b>-35.70</b>
					<b>Total 72000 · Restricted Expenses</b>	<b>17,647.23</b>
					<b>73000 · Capital Campaign - ESB Expenses</b>	<b>82,172.19</b>
					<b>90000AA · Auditor Adjustment Expense</b>	<b>6,961.00</b>
					<b>Total Other Expense</b>	<b>106,780.42</b>
					<b>Net Other Income</b>	<b>-5,518.15</b>
					<b>Net Income</b>	<b>-54,419.88</b>

## St. Paul's Balance Sheet December 31, 2018

					Dec 31, 18
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
			10000 · General Checking		10,795.42
			11000 · Petty Cash		295.00
<b>12000 · Restricted Checking</b>					
			1205 · Altar Guild - Flowers		698.92
			1210 · BESS		1,505.04
			1215 · Choir		4,835.62
			1220 · Christian Education		826.38
			1225 · Daughters of the King		153.21
			1230 · Deacons' Discretionary		63.61
			1235 · Happy Kitchen		8,862.49
			1240 · Memorial/Columbarium		8,302.09
			1245 · Parish Life/Hospitality		138.22
			1250 · Pastoral Care		3,527.18
			1255 · Rector's Discretionary		860.93
			1260 · Service Fund		927.00
			1299 · Due To/(From) General Account		-21,934.51
			<b>Total 12000 · Restricted Checking</b>		8,766.18
			13000 · ESB Checking - Capital Campaign		83,586.33
			<b>Total Checking/Savings</b>		103,442.93
<b>Other Current Assets</b>					
			16000 · Operating Endowment		364,463.20
			17000 · Housing Endowment		132,912.73
			<b>Total Other Current Assets</b>		497,375.93
			<b>Total Current Assets</b>		600,818.86
<b>Fixed Assets</b>					
<b>19000 · Real Estate &amp; Contents</b>					
			1901 · Buildings		541,570.00
			1904 · Furniture & Contents		42,379.00
			1905 · Construction In Progress		76,197.00
			1990 · Accumulated Depreciation		-8,748.00
			<b>Total 19000 · Real Estate &amp; Contents</b>		651,398.00
			<b>Total Fixed Assets</b>		651,398.00
<b>Other Assets</b>					
			18000 · Note Due		
			1801 · P.K. Document		85,092.44
			<b>Total 18000 · Note Due</b>		85,092.44
			<b>Total Other Assets</b>		85,092.44
			<b>TOTAL ASSETS</b>		<b>1,337,309.30</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Other Current Liabilities</b>					
			20000 · Payroll Taxes		
			<b>2100 · Payroll Liabilities</b>		
			201 · Federal Income Tax		441.00
			202 · FICA Tax		1,017.34
			203 · State Tax Withheld		210.00
			204 · Medical Tax		355.16
			2150 · Payroll Deductions		794.00
			<b>Total 2100 · Payroll Liabilities</b>		2,817.50
			<b>Total 20000 · Payroll Taxes</b>		2,817.50
			<b>Total Other Current Liabilities</b>		2,817.50
			<b>Total Current Liabilities</b>		2,817.50
			<b>Total Liabilities</b>		2,817.50
<b>Equity</b>					
			30050 · P.K. Equity		84,952.44
			39000 · Retained Earnings		1,303,959.24
			Net Income		-54,419.88
			<b>Total Equity</b>		1,334,491.80
			<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>1,337,309.30</b>



# Endowment Enabling Resolution Change Explanation

*The Very Rev. Patrick Funston*

St. Paul's holds two endowments managed by The Trust Company of Manhattan:

- **St. Paul's Operating Endowment**, created by vestry resolution on July 12, 1978; amended June 12, 1985
- **St. Paul's Housing Endowment**, created by vestry resolution on March 16, 1989

In the Summer of 2018, the vestry had to make the decision to make a draw on our Operating Endowment to fund parish operations. In light of that need and in the course of reviewing parish policies and bylaws in the Fall of 2018, the Finance Committee and Vestry made the decision to pursue a restructuring of our Endowments to better reflect their usage and to create a structure for future endowments to be more easily created.

Undertaken in consultation with the *Episcopal Church Foundation* and the knowledge of the diocese, an updated endowment enabling resolution (sometime "bylaws") was presented to and approved by the October vestry meeting. Pursuant to diocesan canon, the update was forwarded to the diocesan Council of Trustees for its approval. That approval was granted at its November meeting, so the vestry formally adopted the new resolution with the following language:

Recognizing the need for modernization of endowment instruments, the Vestry of St. Paul's adopts the "Endowment Policies and Guidelines" as the enabling resolution and policies of the ongoing endowment and investment funds of St. Paul's Episcopal Church, Manhattan, Kansas, USA, replacing previous enabling resolutions. (14 November 2018)

During, but apart from the process for our two active endowments, a unattested hardcopy of bylaws for a *Capital Improvement Endowment* was discovered. The Capital Improvement Fund that we currently have was initially established as a Money Market account and has since been converted to a Checking Account, neither of which are endowments. When we began using that fund in earnest in 2015, the vestry was unaware that it had ever been designated as an endowment. After review of the unattested bylaws, the vestry abandoned them:

The unattested 1995 enabling resolution of the "Capital Improvement Endowment," being previously unknown to the Vestry, have been abandoned in practice and now by vestry action. The Capital Improvement Fund will remain for capital improvement expenditures without endowment classifications or restrictions entirely at the discretion of the Vestry. (14 November 2018)

## What does this new resolution do?

1. It replaces previous enabling resolutions.
2. It moves the Housing Endowment from a separate endowment to a sub-fund of a single endowment and clarifies its use.
3. It defines *true* and *quasi* endowments.
4. It recognizes the two current endowments as *quasi* endowments, which has been their use in recent years.
5. It allows regular draws between 3-5% by Vestry and Endowment committee action with larger draws being possible for *quasi* endowments under specific procedures.
6. It establishes provision for a, currently, unfunded *true* endowment.
7. It names specific recommendations for the use of endowment funds, the main desire of which should not be for regular operating expenses, but provides allowance for that use in emergency cases.
8. It reestablishes a separate Endowment Committee serving at the pleasure of the Vestry to help manage endowment funds.
9. It creates policies and procedures for bequest and gift acceptance, including, with Vestry permission, the creation of designated sub-funds of the endowment.

Pursuant to the requirements of the previous endowment resolutions, the Vestry requests that the Annual Meeting ratify its decision by formal vote at the 2019 Annual Meeting.

## The Commissioning of Wardens and Members of the Vestry

*The newly elected ministers gather before the assembly.*

*Retiring Senior Warden* Fr. Patrick, I present to you these duly elected or appointed persons to be admitted to the ministry of leadership in this congregation as Wardens and Members of Vestry.

*Rector* My siblings in Christ Jesus, we are all baptized by the one Spirit into one Body and given gifts for a variety of ministries for the common good.

Our purpose is to commission these persons in the name of God and this congregation to the special ministries to which they are called.

Are these persons prepared by a commitment to Christ as Lord, by regular attendance and by the knowledge of their duties, to exercise their ministry to the honor of God and the well-being of St. Paul's and the Diocese of Kansas?

*Retiring Senior Warden* I believe they are.

*Rector* You have been called to a ministry in this congregation. Will you, as long as you are engaged in this work, perform it with diligence?

*Lay Leaders* I will, with God's help.

*Rector* Will you faithfully and reverently execute the duties of your ministry to the honor of God, and the benefit of the members of this congregation?

*Lay Leaders* I will, with God's help.

*Rector* Will you, the members of this congregation, give thanks for the ministry of these persons? Will you support them in prayer and love in the exercise of their duties?

*Congregation* **We will.**

*Rector* Let us pray. *(silence)*

O Eternal God, the foundation of all wisdom and the source of all courage:  
Enlighten with your grace the elected leaders of this parish: Wardens, Vestry Members and Delegates.  
So rule their minds and guide their counsels, that in all things they may seek your glory and promote the mission of your Church; through Jesus Christ our Lord. **Amen**

In the Name of God and of this congregation, I commission you as Wardens and Members of Vestry.

*It is appropriate for the assembly to thank the newly commissioned leaders with hearty applause.  
The newly commissioned lay leaders take their seats.*

## The Decommissioning of Retiring Vestry and Wardens

*The retiring members of the vestry and wardens come before the assembly.*

*Treasurer* Fr. Patrick, I present to you David Littrell and Tom Snyder who have faithfully served as Wardens of St. Paul's.

I present to you Michael Donnelly, Ann Pearce and Mary Sier who have faithfully served as members of the St. Paul's Vestry.

*Rector* Have they shown their commitment to Christ, by regular attendance at worship, and by their commitment and responsibility in exercising their ministries as Vestry members to the honor of God and the well-being of God's Church at St. Paul's and the Diocese of Kansas?

*Treasurer* They have.

*Rector* Do you believe you have performed your duties with diligence, love, and patience?

*Retiring Ministers* I do.

*Rector* Will you, vestry and members of this congregation, give thanks for these people's ministries? Will you allow them to return to "a more ordinary ministry" and support them in their transitions?

*Congregation* **We will.**

*Antiphon (said in unison by the Congregation)*

**You are my witness, says the Lord, and my servant whom I have chosen.**

*Rector* Give thanks to the holy and life-giving God.

*Congregation* **Make known the deeds of our Creator.**

*Rector* Let us pray.

Regard our supplication, gracious Lord, and confirm your heavenly benediction upon these your servants who have served on the vestry of St. Paul's. We give thanks for the offering of their sincere devotion of mind and body and spirit to the service of God's Kingdom. **Amen.**

*Rector (to the Retiring Vestry)* Now, in the Name of God and of this congregation, I decommission you as members of the vestry in this congregation.

*Rector (to the Retiring Wardens)* Now, in the Name of God and of this congregation, I decommission you as a wardens of this congregation.

*It is appropriate for the assembly to thank the decommissioned leaders with hearty applause.*

*The decommissioned lay leaders take their seats.*

## Upcoming Events & Services



### **Bishop-elect Bascom at St. Paul's on February 10**

She will preside at both services and will also teach the Adult Education class at 9:45 a.m. In the afternoon, all are invited to a winter prairie hike with the Bishop-elect led by our very own Archdeacon Charles Pearce. The 45 minute to 1 hour hike will start at 3 p.m. at the Prairiewood Barn (1484 Wildcat Creek Road) and will conclude with hot beverages and treats! Or just join us at 4pm for treats!

The whole diocese is invited to the ***Ordination and Consecration of Bishop-elect Bascom*** on Saturday, March 2<sup>nd</sup> at 11 a.m. at Grace Cathedral, Topeka. Doors open at 9 a.m. with overflow seating in All Saints' Hall. Presiding Bishop Michael Curry will be chief consecrator and Bishop Scarfe of Iowa will be preaching. For more information on the events of Consecration weekend, including a Friday meet-and-greet, visit the diocesan webpage: <http://www.episcopal-ks.org/news/Consecration.php>

***Mardi Gras*** returns to St. Paul's on March 5<sup>th</sup>! Gumbo, Red Beans & Rice, King Cake will be served at 5:30pm, come when you can! At 6:30pm, join Fr. Patrick in the Celtic Cross Contemplation Garden for a short service to burn and bless last Palm Sunday's palm branches to form the ashes for the next day.

***Ash Wednesday*** is March 6<sup>th</sup>. Services will be held at 7:00 a.m., 12:00 p.m. and 7 p.m. Fr. Patrick will be holding a special service at Homestead Assisted Living at 10 a.m.

### **ADULT EDUCATION**

**February 17, February 24, March 3, March 10**

***Invite – Welcome – Connect***

As we begin to incorporate into our parish life the themes of this year's Welcoming Discernment Process, the congregation will dive into growing in our understanding of how we can transform into a church focused on ministry and evangelistic mission.

### **Sundays in Lent**

***I Will, With God's Help: Exploring the Baptismal Covenant***

Diaconal Postulant Dr. Yvonne Amanor-Boadu will take the Adult Education class on a journey through the Episcopal Baptismal Covenant, asking, "How do we turn promises into actions?"