

Saint Andrews 2024 Annual Reports



JANUARY 26, 2025

Saint Andrew's Episcopal Church

7410 South 12th Street

Tacoma, WA 98465

253-564-4402

Saint Andrews Episcopal Church

2025 Annual Meeting

MINISTRY REPORTS

January 26, 2025, 10:30 AM

RECTORS ANNUAL REPORT— THE REV. PAUL J. LEBENS-ENGLUND

“...let the whole world see and know that things which were cast down are being raised up, and things which had grown old are being made new, and that all things are being brought to their perfection by him through whom all things were made...”

Dear Friends,

What a delight to be writing to you with my second Annual Report, following a year of exploration and experimentation and learning. I’ve come to know Saint Andrew’s as a faith community *grounded* in **openness** and **tenderness**, *guided by thoughtfulness and compassion, committed to Jesus* and to his **Way of Love**.

We are **soft sanctuary** for those seeking a new way to *belong*.

We are **learning lab** for those seeking a new way to *believe*.

We are **field study** for those seeking a new way to *behave*.

In the true Benedictine spirit, we are a community of *spiritual practitioners*, sharing a commitment to **stability** (in the place, with these people), a commitment to **obedience** (to the call of God, to the love of neighbor), and a commitment to the **total transformation of our lives** (from scarcity and smallness, to generosity and big-heartedness).

In all of life, there’s a gap between our stated ideals and our lived reality, so too in the Church. We are people of high ideals, but we’re people nonetheless. And people are messy. Thus the Church – a hospital for sinners, not a club for saints. We won’t create heaven on earth, but that doesn’t mean we don’t aim to build **Beloved Community** – a living, breathing witness to what God can do with these mortal lives when we confidently entrust ourselves to God’s love and leadership.

My **role & responsibility** as your **priest & rector** is twofold:

First, to ensure that God is the center of our lives together here at Saint Andrew’s; and

Second, to ensure that whatever is distracting us from that singular focus is either strengthened or pruned.

We are living, breathing, worshiping in a time of significant socio-cultural change. The decline of religious institutions – and disaffiliation with voluntary associations generally – **MUST** spur us to serious self-reflection and informed action to ensure that the unique treasures embedded in the soul of Saint Andrew’s aren’t lost by any clinging to our passing preferences. We **WILL NOT** carry our past into the future, except that which is essential, timeless, and true for the people of God across the millennia – the practices of **prayer** (intimacy with God), **learning** (exploring with God), and **service** (loving with God). These make up the key components for every person’s ‘Rule of Life,’ the practices by which we order, direct, and live our lives as followers of The Way. With the time we have, we must make a concerted return to these essentials our singular focus. Rising generations aren’t es-

chewing God, but they ARE eschewing religion and religious communities that don't look or act like the God they know as 'Love.'

Our work at Saint Andrew's is to ensure the God of Love is real and obvious and active (and, I'd add, effective), and to have the hard conversations and make the hard decisions when She's not.

We are here for this. I am here for this. God is here for this.

ADMINISTRATOR/COMMUNICATIONS— HOLLI GREER

This was my first full year as Parish Administrator/Communications and there was a large learning curve. I'd like to thank everyone for their patience and help!

Accomplished this year:

- Updated, redesigned weekly announcements.
- Managed and updated Safe Church records, managed updates needed.
- Transitioned primary email account to admin@saintandrewstacoma.org
- Set up dedicated Saint Andrews emails for major function/ministry leaders with objective for continuity with forwarding enabled to appropriate person/s.
- Updated archives of Bulletins/Tartans
- Rebuilt and redesigned Website with the goal of easily accessible and useful information to including: working and accurate calendar, sign up for events on website, contacts for vestry members and church, quicker more responsive updates, updated appearance, pledging and giving available online
- Updated and renewed all facility rental contracts including AA evenings, AA mornings, Alanon, PEO, Weavers Guild and Various other occasional renters
- Updated, and continue to fine tune including: rental customary, facility application, wedding customary, memorial customary, and columbarium customary
- Continue to fine-tune expectations and set-up for facility renters.
- Transitioned to new database
- Documented all online account passwords and saved in safe place for contingency purposes
- Painted the offices and Sacristy
- Changed phone plan to online phone service which will accommodate; voice mail that we can access anytime, voice mail alerts, eliminated large expense if/when phones need to be changed or altered by eliminating complicated phone system.
- Organized keys in lock safe including: a key list, a check out sheet and an inventory
- Initiated and executed Google forms for sign ups and pledging
- Worked on updating and organizing files.
- Updated all online contracts/administrators to a Saint Andrews email that can be easily transitioned.
- Currently building a comprehensive Administrator/Communications Procedures and guidelines.

Day-to-day tasks include:

Monthly Tasks

Update Vestry meeting minutes in the notebook.

January: Annual Parish Meeting and report, File Parochial Report, Fire Inspection by Tacoma Fire

Prepare for new years filings by providing labels and folders

February: Renew/Update Facility contracts, At this point, 5 consistent and several occasional renters, Update customaries if needed

September; Renew Annual Report with WA Secretary of State

November: Have Fire extinguishers checked.

Weekly Tasks:

- General Office Tasks include checking email, keeping the church calendars (website, wall, etc) and check supplies for cleaning and kitchens.
- Blue Visitor Cards: keeping the drawer stocked with cards, managing and directing ministry actions for the cards.
- Update and print weekly service bulletin
- Create and manage Event sign-up sheets which includes creating sign up sheets online, notifying Fr. Paul of people signed up, set up zoom meetings, send coordinate information with zoom details to attendees
- Database, keeping it updated with new visitor cards, encouraging and aiding parishioners using and signing up.
- Update Website, by direction of Ministry leaders and rector to include seasonal notices, sermons, calendars, hours, contacts.
- Friday Emails via Constant Contact
- Columbarium; coordinate niche requests and applications, name plate orders, and keep track of all relevant information.
- Memorials/Weddings; coordinate facility applications, the church calendar, fees.

Goals for 2025:

Continue to make the downstairs hall more inviting to rent by:

Clean out and redo the old youth room to be available for small group use.

Re-organize tables etc so they can be put away and out of sight.

Columbarium (started in 2024, finished in 2025)

Update and organize the Columbarium information, Plats, names, dates, etc.

Update the application and regulations

Facility Use

Coordinate and implement a tracking system for payments/invoices/statements for renters.

SENIOR WARDEN— SUSAN ROWE

The vestry members elected at the 2024 Annual meeting were Bill Brice, Chris Johns, Cindy Martin, Ken Rhodes, and Ed Wolfer. They joined the previously elected members Kendall Burch, Susan Rowe, and Marian Warren, with Father Paul Lebens-Englund.

At the 2025 Annual meeting, Kendall Burch, Ken Rhodes, and Marian Warren will finish their terms with our sincere thanks.

At the Vestry retreat in February, we started the process of reorganizing our Vestry into service groups, including the church ministries. The first grouping is Administrative and has included the senior warden (Susan Rowe), Clerk (Marrian Warren), Finance with treasurer (Joe McGuire), Stewardship (Ken Rhodes), and Property (Bill Brice). The second grouping focuses on the process of Worship, and has included the junior warden (Cindy Martin), Gather (Chris Johns), Transform (Kendall Burch), and Send (Ed Wolfer). Between vestry meetings, each vestry member is working with the church ministries that make up their service group, reporting back to vestry, and recommending items for more discussion and deci-

sions. This is a change in how the vestry functions; the vestry has come a long way with this change and will continue to translate these changes to practical use for our congregation.

As a church, we finished the kitchen remodel this year! This was preceded by YEARS of planning, and so many hours of sorting, cleaning, and moving by our kitchen committee. Thanks to Sandy Dick, Wynn and Margie Hoffman, and Ken and Pam Rhodes for your ongoing commitment. The kitchen remodel was paid for with donations from our congregation, above and beyond their pledges, and the overruns were paid for with unassessed endowment funds, deposited as part of the 2024 financial budget. I also want to thank Bill Brice, our property chair for his diligence, and Gregg Howe, our general contractor. We were even able to hold a dinner for 80 to celebrate our stewardship drive and Celtic Faire. Thanks to chef Ken Rhodes and the cooking team.

We were able to continue our fundraisers and community engagement with Quiz Night and Celtic Faire. These two events contributed almost \$10,000 to our operating budget this year. Thanks to Kristina Younger for organizing Quiz night, and Liz Herriges for bringing together our Celtic Faire volunteers.

We opened our doors to the community for a wonderful Thanksgiving service and collaboration with Associated Ministries. We also hosted The Gifts of the Magi, by Taproot Theater for our congregation in December.

We started the 2024 year with a deficit budget, and finished with a deficit budget, but half the amount originally predicted. The Finance committee continued through this year to identify savings for 2025. Our Stewardship chair and Finance team gave testimony and follow-up during our Pledge campaign. We owe so many thanks to our Finance team, Joe McGuire, Bill Brice, Virginia Gaub, and Don White. We will start 2025 with a balanced budget for the first time since 2020. While we celebrate this, it is important to remember that our budget and financial future are fragile because all the lives of our congregation are fragile. It will continue to be important to identify additional income sources for our church campus.

We have also finished our first year since calling our Rector, Paul Lebens-Englund, and with our Administrator, Holli Greer. Do you remember what it was like the last time you started a new position? There was so much to learn that was interesting, fascinating, and yet, occasionally exhausting. It has been a joy for me to work with both, and on behalf of our church, I thank them. It is important to always remember the special people who support us in our lives; Erica Lebens-Eglund was also learning a new position. I thank Erica and Brenner Greer too.

I have been incredibly grateful for a hard-working, willing, and fun vestry. We, as a vestry, have been privileged to work alongside a talented and generous congregation. Many thanks to the Vestry, the Congregation, and Tom Rowe for the support you have shown me this year.

JR. WARDEN— CINDY MARTIN

This past year at St. Andrew's was rich with fellowship, comfort, education and fine dining. The Round Table dinners, the Episcopal 101 gatherings, the picnic, the food bank and the Celtic Fair to name a few are good examples of "how we roll" at St. Andrew's. But the cherry on top is the way we worship and love Jesus in our weekly services.

FELLOWSHIP AND COMMUNITY EVENTS

At St. Andrew's, we have cultivated a vibrant and welcoming community through a variety of events. The Round Table dinners have been a wonderful opportunity for members to gather, share meals, and engage in meaningful conversations. Similarly, the Episcopal 101 gatherings provided a space for newcomers and long-time members alike to deepen their understanding of our faith and traditions.

ANNUAL PICNIC

Our annual picnic was a delightful affair, bringing families and friends together to enjoy the outdoors, good food, and each other's company. It was a day filled with laughter, games, and the joyous spirit that characterizes our community.

FOOD BANK

The food bank has been a cornerstone of our outreach efforts. It is heartening to see the generosity of our congregation as we work together to support those in need. This endeavor has strengthened our bonds and reaffirmed our commitment to serving others.

CELTIC FAIR

The Celtic Fair was yet another highlight of the year. With vibrant performances, traditional crafts, and delicious fare, it celebrated our heritage and provided a fun and educational experience for all who attended.

WORSHIP AND SPIRITUAL GROWTH

Of course, the foundation of our community is our worship. Each week, we come together to celebrate and love Jesus through our services. These moments of collective prayer, reflection, and praise are the essence of our spiritual life at St. Andrew's.

LOOKING AHEAD

As we look forward to the coming year, we are excited to continue building on these traditions and exploring new ways to grow in fellowship and faith. The spirit of St. Andrew's is one of warmth, inclusivity, and devotion, and I am confident that we will continue to thrive as a community.

In conclusion, this past year has been a testament to the strength and vitality of St. Andrew's. From our community events to our worship services, we have shared countless moments of joy and connection. I am grateful for each and every one of you and look forward to another year of blessings and growth.

Cindy Martin,

Junior Warden

TREASURER, FINANCIAL REPORT—JOE MCGUIRE

From a financial viewpoint, St Andrew's had a busy and successful year. Although our pledged income was less than anticipated, our expenses were considerably less than planned. Income was supplemented by a \$17,817 withdrawal from the Diocesan Investment Fund (DIF) and \$5,298 of interest from CD investment. Almost all cost savings came from personnel.

However, the fact remains: we spent more than we had in income. This is an unsustainable position. The philosophical direction we plan to implement to reverse this trend is threefold:

Emphasizing pledging. This includes:

- Migrating existing giving from plate to pledge.
- Encourage existing pledgers to increase their gift.
- Expand the pledge base through congregational growth.

Monetizing the campus. Efforts in this area include:

- Increasing fees for campus use
- Develop ways to monetize our parking lot.

Utilizing the DIF earnings as a regular part of the budgeting process.

A major project for 2024 was the updating of the Kitchen. This project was completed for about \$240,000; \$30,000 over budget. This over run was paid for with approximately \$28,000 of DIF money that trans-

ferred to our reserve account in 2023 and \$2,000 from the Building Fund. By using these transfers for construction/capital improvements, we did not have to pay an assessment on the funds.

Our overall financial position is strong. We have \$443,943 of cash or cash equivalent assets; \$61,144 of this amount is committed to various ministries.

Any questions may be directed the Treasurer, Joe McGuire (360) 871-6781.

	2023 Actual	2023 - 2024 Difference	2024 Actual	2024 - 2025 Difference	2025 Budget
Operating Income					
Pledge	\$293,061	-\$6,345	\$286,716	\$25,018	\$311,734
Plate	\$7,060	-\$1,342	\$5,718	-\$18	\$5,700
Other Contributions	\$4,145	\$8,135	\$12,280	-\$7,280	\$5,000
Other Income	\$7,650	\$25,345	\$32,995	-\$1,495	\$31,500
Total Operating Income	\$311,916	\$25,793	\$337,709	\$16,225	\$353,934
Operating Expense					
Interest Expense	\$517	\$41	\$558	-\$58	\$500
Outreach	\$27,077	\$3,086	\$30,163	\$98	\$30,261
Diocesan Assessment	\$41,282	-\$977	\$40,305	\$11,015	\$51,320
Office & Administration	\$50,112	-\$3,595	\$46,517	\$5,388	\$51,905
Personnel	\$208,485	\$23,923	\$232,408	-\$21,795	\$210,613
Programs	\$6,710	-\$906	\$5,804	\$896	\$6,700
Total Operating Expense	\$334,183	\$21,572	\$355,755	-\$4,456	\$351,299
		\$0		\$0	
Net Income	-\$22,267	\$4,221	-\$18,046	\$20,681	\$2,635

GATHER

Everything we do to bring people together and create community

GATHER – VESTRY REP, CHRIS JOHNS

The purpose of the Gatherers is to welcome newcomers to St. Andrews and also help build community among parishioners. A “blue information card” was developed this past year and placed in the pew rails. Each Sunday a parishioner welcomes all to the services, adding a special welcome to newcomers, extending our hospitality and how we’d like to get to know them.

In 2024, the Gatherers hosted 2 series of Round Table Suppers. There was good turnout at both series with lively table discussions led by Fr. Paul. A “Welcome Back to the Program Year” church wide picnic was held in September And we finished out the year in late November by hosting a reception following the Associated Ministries Interfaith Celebration. If you are interested in being a part of the Gather ministry team contact Chris Johns at 812-327-5475 or christina.johns@comcast.net.

GREETERS/USHERS

These are the folks greeting each one entering the narthex on Sunday mornings. Ushers count attendance, pass the offering plate and guide people to the communion rail. If you would like to serve as an usher contact Linda Brice at 253-759-1423 or Lloubrice@gmail.com.

COFFEE HOUR/FELLOWSHIP

The social hour offered after each service is a valuable weekly time to bring people together and create/strengthen our community. Volunteers offer coffee, tea, juice and a variety of goodies to enjoy. If you are interested in joining the coffee hour/fellowship team contact Sandy Dick at 253-861-4516 or sdickld@outlook.com.

TRANSFORM—VESTRY REP, KENDALL BURCH

No report

CHILDREN, YOUTH, AND YOUNG FAMILIES – JENNY GLASS

In the fourth quarter of the year, St. Andrews leadership formalized the Children, Youth and Young Families Ministry. Prayers of gratitude and thankfulness for all those who have supported the ministry. I know there is a talk and a desire to get back to the days of a large and vibrant youth community at the church but times have changed so we need to look to the future of how we can meet, welcome, and support the youth of today and their families as they are.

I have been working hard to nurture connections between the youth and families and the St. Andrews community- I thank everyone who contributes to this work. Liz Herriges, as the Sunday School Administrator, has worked to create a meaningful Godly Play curriculum as well as organize the teaching roster of willing volunteers-so it has been a blessing to be able to support this program. CYYF has organized several social times-including with the funding from the church- the popular Taproot Theater play we hosted in December. Ideas for the coming months include pizza and bowling, after-church walks at local parks, game nights, teen coffee house chats, and possibly even an unofficial 'let's get together and go camping' event this summer.

Please consider how you might want to contribute to the St. Andrews Youth Ministries in 2025.

Opportunities include (a) assisting with Sunday school education or nursery care (Jenny can help you with getting the necessary Safe Church curriculum completed), (b) helping with a working group to create "welcome to church" activity kits for children (especially visitors) or (c) contributing to social events at church.

Other work accomplished via CYYF includes managing Safe Church trainings and other requirement, keeping families and youth informed of Diocesan activities including Confirmation, Camp Huston, and working to stay in communication with youth and their families.

Please keep the program and the families we serve in your prayers. I look forward to additional communication and always welcome suggestions and ideas. Peace Jenny

St. Andrews Nursery Update - Thanks to Berna Moody and Devyn Cameron for being faithful volunteers for the Nursery each month. Several individuals contributed additional/modern toys. We haven't had much activity in the nursery through the latter part of 2024 but it is nice to be able to offer this service to parents who want to take advantage of some quiet time to worship.

Future needs: It would be wonderful in the future to be at a place where we can hire a childcare provider. So many parishioners have volunteered willing to help out but on Holy Days and other special days, these volunteers typically want to be worshipping with the congregation.

In Peace, Jenny Glass (questions jennyrglass@gmail.com or 360/649-5591)

MUSIC MINISTRY – PAUL TUREL

No report .

ALTAR GUILD – HELEN ABBOTT, HOLLI GREER

It was a busy year! The guidebook has been updated, and we cleaned out and organized the Altar Guild spaces. We welcomed some fabulous new members and we continue to recruit. Not only is this ministry a meaningful and essential ministry, members are typically on call just one week a month and

it's a great chance to get to know some fellow parishioners better. Anyone interested in joining Altar guild, please contact any member.

ALTAR FLOWERS— SANDRA DICK

No Report.

PARISH CARE TEAM — CHRIS JOHNS

I have made visits or phone calls to parishioners at home, in rehab facilities and hospitals trying to anticipate their needs. With volunteers this past year we have provided meals for 3 families through the Meal Train.

Though Covid seems almost a distance memory, I monitor data sent out from the Tacoma-Peirce County Health Department and the CDC for trends in health issues that may need to be communicated to the parish.

Periodically, I check First Aid kits located throughout the facility and also check the duffle bag located in the closet in the Ada Webb Room to ensure the appropriate items – wound care supplies, ice packs, blood pressure cuff, to name a few – are available. .

PASTORAL/DEACON – MARGO FLESHMAN

The St. Andrew's prayer team ministry continues to be a powerful way to respond rapidly to requests for prayer support for people within and outside of the parish. We currently have approximately 65 parishioners on the team. We continue to invite parishioners who would like to receive prayers requests to become a part of this ministry. To do so, contact Margo Fleshman at fleshman@harbornet.com to become a part of this email valuable ministry.

DAUGHTERS OF THE KING – CHRIS JOHNS

Daughters of the King is an order of women working on our spiritual journey in life. Our focus is to spread the love of God thru daily prayers, service to others giving encouragement and support. We are always asking the question "Lord what would you have me do?"

Monthly meetings are held on the third Sunday after the 10am service. In 2024, our monthly study program was a study of the Gospel of Mathew. Daughters continue to reach out to parishioners with cards and notes of comfort, encouragement and well wishes. We send birthday cards to the women of the parish.

The ministry of the Daughters is grounded in daily prayers. Prayer request cards given to us are incorporated in our daily prayers. We had an uptake in prayer requests during the summer months so in addition to our daily prayers, the Daughters held a weekly prayer meeting via zoom. Daughters hosted coffee hour on All Saints and Pentecost Sunday. On Pentecost Sunday 2024, the Daughters presented Fr. Paul with the Chaplain's cross of the Daughters of the King.

Our service project in 2024, was to "sell" liturgical calendars and then use the money raised to buy supplies for "Blessing Bags". These bags contained food items, water, a card of encouragement, and hand-warmers. Daughters and other parishioners have given these bags to those people living on the street in need of food.

To round out 2024, the Daughters sponsored a Quiet Day on December 7th giving parishioners an opportunity to take some time out and enjoy the beautiful and quiet of the Advent Season.

If you have questions or are interested in the Daughters of the King contact Chris Johns at 812-327-5475 or christina.johns@comcast.net.

SEND—VESTRY REP, ED WOLFER

No report.

COMMUNITY OUTREACH COMMITTEE – SUSAN ROWE

Committee: Kendall Burch, Margo Fleshman, Margie Hoffman (clerk), Judy Nelson, Kit Proctor, Susan Rowe (chair), Kathleen Keliher, Karen Porter, Christina Johns, April Wallace, Fr. Paul Lebens-Englund, Ed Wolfer, Vestry Send chair. Marilyn Baker provided communication to our congregation on the bulletin board.

This year, a direct service project of providing a monthly meal to the Veteran's Village was finished in June due to a loss of funding on behalf of the sponsoring organization. We had provided a monthly dinner for this year through the help of dedicated volunteers; our cooking crew was Annabella Brocke, Kendall Burch, Ayn Dubois, Chris Johns, Judy Nelson, Tom Egnew, Joan Halley, Susan Rowe, Cindy Martin, and April Wallace.

As an education highlight, the committee was able to pay for a year's tuition for a young woman, Claudia C, in Guatemala, through the RISE program.

During Advent, the committee collected \$1085 in donations for Save the Children to purchase food, vaccines, and equipment. Thank you to the members of the congregation.

We were grateful for our ability to share Community Outreach funds on behalf of Saint Andrew's. Through the end of December, we were able to distribute \$ 24,355. Funds are sorted on the categories of assistance and locality.

Categories of assistance:

Food: \$3905

Nourish: \$2000, Food Connection: \$1105, USO: \$800,

Shelter: \$9100

Rector's Discretionary Fund: \$2000, Associated Ministries: \$2500, YWCA: \$1100, Habitat for Humanity: \$1800, Nativity House: \$1300, Tacoma Power low-income assistance fund: \$400

Health: \$3000

Caring for Kids: \$200, Neighborhood Clinic: \$1300, Pediatric Interim Care: \$600, Oasis Youth Center: \$400, Water for South Sudan: \$500

Evangelism: \$2440

CDSP (Seminary fund): \$2440

Education: \$3860

Scholarship fund: \$3000, RISE: \$660, TCC Foundation: \$200

Disaster relief: \$2050

Doctors without Borders: \$1150, Save the Children: \$900 plus \$1085 from Advent collection

Localities of assistance:

Pierce county: \$18,705

United States: \$2440

International: \$3210

Rector's Discretionary Fund: 2024

The Rev. Paul J. Lebens-Englund, Rector

Total Deposits, 2024/25: \$3615.00

Total Withdrawals, 2024/25: \$1396.20

Checkbook balance, 1.13.25: \$4610.83

Bank balance, 1.13.25: \$5325.27

Categorical giving:

- Direct material assistance: \$516.20
 - Indirect material assistance: \$350.00
 - Camperships: \$530.00
- Total: \$1396.20

Narrative:

Words cannot express my gratitude to the Saint Andrew's Outreach Committee for their on-going support of the Rector's Discretionary Account – a pot of resources that allow me to make both direct material assistance to individuals and families in need, as well as indirect support for community ministry partners.

As I've increased my knowledge of local need during this first year as your rector, I anticipate utilizing these annual resources in roughly the following formula:

- 75% -- indirect ministry support: housing, food, education
- 25% -- direct material support: rental assistance, utility assistance, travel, other

The Saint Andrew's congregation can be proud of the way these funds (currently \$500 per quarter) are utilized to make a positive difference in our community.

JACKSON STREET FOOD BANK – ED WOLFER AND VIRGINIA GAUB

2024 was a very stable year at the Jackson Street Food Bank. Our numbers were down from 2023, but we have had 7% increase in the number of seniors we are serving. We continue to feed the needy of the West Slope neighborhood and beyond. We have been able to meet this need due to the great support from the St. Andrew's community as well as funding from the St. Andrew's Outreach Committee. This money has been used to purchase food to dispense to our clients and ensure that we continue feed the hungry on west side of Tacoma.

We had wonderful food drives from Temple Beth El and Skyline Elementary School, and we have continued to support our neighborhood by sending extra food items to the Geiger Elementary backpack project.

We have continued our monthly feeding of the hungry on the last Wednesday of every month. In 2024 we fed 404 families, with 1,271 members a grand total of 11,439 meals. These numbers are down around 10% from our 2023 monthly average, and we continue to do our best to get food to those that need it. With the removal of Covid restrictions, we have been able to return to normalcy and have seen a return of most of our volunteers. In 2024 our volunteers worked 803.75 hours, which was a 4% increase from 2023.

We can always use new volunteers, so if you are looking for a rewarding experience, drop by on the last Wednesday of any month, either in the morning at 9:00 to help set up, or in the afternoon/evening from 4:30 to 7:00. Contact: JacksonStFoodBank@hotmail.com

SCHOLARSHIPS – JUDY NELSON

The Scholarship Committee is a subset of the Outreach Committee. St. Andrews pledges 10% of the dollars pledged to the church to the work of the Outreach Committee. Each year the Scholarship

Committee of St. Andrew's has had the great privilege of awarding scholarships to deserving students at various stages of their educational journey. Awardees may receive amounts ranging from a few hundred dollars to \$1000, depending on the amount designated by the Outreach Ministry and the number of qualified applicants. This year the Scholarship committee awarded \$3745 to six applicants: several returning students and several new additions to our list. The awards announcement took place on June 2nd at both the 8 and 10am services.

The six recipients of the 2024-25 scholarships were Kendall Burch, Emmanuel Ching'umba, Dominic Johnston, Ashley Cameron, Betsy Timons and Judith Magundho.

Members of the Scholarship Committee are members of your Community Outreach Committee. The committee is chaired by Judy Nelson. Other members included Susan Rowe, Margo Fleshman, Margie Hoffman, Kit Proctor, Kathleen Keliher, Christina Johns, and April Wallace.

PROPERTY

Ensuring best, highest use of buildings and grounds

PROPERTY COMMITTEE— BILL BRICE

Significant events of 2024 included completion of the kitchen upgrade, wood chips applied to grounds, pruning and removal of overgrown plants, pew repairs, some exterior painting, adding a gate to secure garbage area, installing name plates in the columbarium and other recurring maintenance items.

Thank you to all who provided leadership to this project: : Wynn and Margie Hoffman, Sandy Dick, Pam and Ken Rhodes, Angie Barr and Carol Baarsma.

The need never ends and I would love to have more help. If this is the kind of ministry that appeals to you please contact me at billbrice21@gmail.com.

FACILITY REPORT— HOLLI GREER

Memorials/Weddings

In 2024 I facilitated 5 memorials and 1 wedding. The following are the fees and expectations for each:

MEMORIAL FEES

Please note: Honoraria are paid directly to the clergy, musicians, and coordinators and are **due on the day of the memorial**. All other building use fees are paid directly to Saint Andrew's.

Officiant: \$250

Facility Coordinator: \$250

- Includes 5 hours for set up, memorial, and reception (if applicable). Additional time is \$50/hour
- Coordinate opening and closing of church for set up and memorial.
- Ensuring equipment needed is available and ready.
- Coordinate flower deliveries.
- Can coordinate catering deliveries and/or reception. Reception requests to be negotiated with Coordinator.
- Create and print, with family input, the memorial bulletins. Limited to 100 copies.

Music Director: \$250

Nave fee*: \$500

Deposit: 50% of Nave fee due when booked. (* Nave use fee waived for members as defined as being within 3 years of pledging)

Reception: For receptions, see general building use customary.

NICHE NAMEPLATE

If your loved one has a niche in the Columbarium, a nameplate will need to be ordered. This must be paid ahead of ordering. Current pricing and payment options can be arranged with the Parish Administrator.

WEDDING FEES

Please note: Honoraria are paid directly to the clergy, musicians, and coordinators and are due on the day of the ceremony. All other building use fees are paid directly to Saint Andrew's.

Nave fee*: \$500

Facilities Coordinator: \$250

- Includes 2 hours for the rehearsal and 3 hours for the ceremony. Additional time is \$50/hour.
- Coordinates opening and closing of church for set up, rehearsal, and the ceremony.
- Ensuring equipment needed is available and ready.
- Coordinates flower deliveries.
- Can coordinate catering deliveries and/or reception. Reception requests to be negotiated with Coordinator.
- Create and print, if requested, the wedding bulletins. Limited to 100 copies.

Officiant: \$400

- Premarital Counseling: \$150
- Rehearsal and ceremony planning: \$250

Music Director: \$250

Deposit: 50% of Nave fee due when booked. (* Nave use fee waived for members as defined as being within 3 years of pledging)

Reception: For receptions, see general building use customary

2024 BUILDING USE FEE STRUCTURE

	Profit/ Non Members	Nonprofit*	Pledging Member
<i>Downstairs Fellowship Hall (Puddicombe Hall) or Sanctuary</i>			
1-3 hours	\$200	\$150	\$75
3-6 hours	\$400	\$300	\$150
All Day use (no later than 11)	\$600	\$400	\$200
With Kitchen, additional.....	\$300	\$150	\$75
Refundable Deposit	\$150	\$150	\$150
Refundable deposit with Kitchen use	\$500	\$500	\$500
<i>Upstairs Meeting Room (Ada Webb Room) or Library</i>			
1-3 hours	\$150	\$100	\$50
3-6 hours	\$300	\$200	\$100
Refundable Deposit	\$150	\$150	\$150

*Rector may negotiate non profit.

STEWARDSHIP—VESTRY REP, KEN RHODES

No report.

ENDOWMENT — PAT MCGUIRE

Committee Members: Dianne Stefanko; Margo Fleshman, Pat McGuire, Fr. Paul Staff Liaison

After somewhat of a hiatus, the St. Andrew's Endowment Committee is moving forward with some events to both educate and promote continued giving to the St. Andrew's Endowment Fund.

Educating the parish on the St. Andrew's Endowment Fund (part of the Diocesan Investment Fund that is managed by US Bank) and its' interface with the annual budgeting process, as well as recognizing past and current donors will continue to be ongoing projects. The St. Andrew's Endowment Fund plaque, with the names of past donors, is in the Ada Webb room right by the new coffee machine.

Newer events include participation in the Planning for the Future; Homecoming events (originally named as Death over Dinner) that bring together clergy, musicians, doctors, lawyers, funeral directors, etc. all to discuss ways to ensure that your wishes on end-of-life issues as well as your thoughts/wishes surrounding your celebration of life are known and honored. Stay tuned for the future date for this event!

As part of the budgeting process and with the Vestry's approval on the Endowment Fund's allocation methodology, a portion of the appreciation in the fund is allocated to the operating budget of St. Andrew's. In 2024, \$17,817 was recommended to the Vestry as the amount allocated from the Endowment Fund for the operating budget.

It is a blessing to have this Endowment Fund to assist us in our continued growth and we welcome your active participation. Please do not hesitate to contact any of us to discuss any questions you may have regarding giving to the St. Andrew's Endowment Fund.

Saint Andrews Episcopal Church

2024 Annual Meeting Minute

January 28, 2024, 10:30 AM

The Meeting was opened in due form with a quorum of 85 at 10:35.

The minutes were approved as read.

Retiring Vestry members: Norbert Herriges, Sandy Dick, Judy Nelson

Returning Vestry members Kendall Burch, Susan Rowe

The Vestry slate;

- for 3-year terms: Chris Johns, Cindy Martin, Ed Wolfer;
- 2-year term: Bill Brice;
- 1 year: Ken Rhodes was approved.

Current Delegates to Diocesan Convention:

- Current: Tom Agnew and Kathy Arthur;
- Rotating in: Cindy Martin and John Cain;
- Alternate delegate Wesley Hunter was approved.

Annual reports were given:

- Joe McGuire gave the treasurers report.
- Susan Rowe gave the Senior Warden's report.
- Kendall Burch gave the Junior Wardens report.
- Father Paul gave the rector's report.

"Groupwork":

- Explanation of Vestry Organization
 - ⇒ Senior Warden
 - ⇒ Junior Warden
 - ⇒ Gather
 - ⇒ Transform
 - ⇒ Send
 - ⇒ Stewardship
 - ⇒ Property/Building

The meeting was closed in due form with the Closing Prayer by Fr. Paul Lebens-Englund and the Charge from Fr. Ed Sterling.

Vestry

Senior Warden: Carola Wittman, '28*

Junior Warden: Cindy Martin, '27

Treasurer: Joe McGuire, appointed annually

Clerk: Susan Rowe, '26

Gather: Chris Johns, '27

Transform: Judy Nelson, '28*

Send: Ed Wolfer, '27

Stewardship: Victoria Dodson, '28*

Property: Bill Brice, '26

*Bios

JUDY NELSON

I joined St Andrews 10 years ago. Since coming to St. Andrews, I have had the privilege of being part of your Outreach Committee as well as overseeing the Scholarship committee, serving as both lector and Eucharistic minister and serving on your vestry.

After an almost 30 year career as a childrens' librarian in the public sector (most recently overseeing all youth services for the Pierce County Library System) I retired. Now, I enjoy reading, exercising, puttering in my garden and hanging out with my Great Pyrenees, Nana (think Peter Pan).

I am excited to be asked to join this new vestry group and support our work as we strive to fulfill our mission "to know Christ and to make Christ known".

Thank you for considering my candidacy.

CAROLA WITTMAN

Carola Wittmann and her husband, Charlie Wittmann, joined St. Andrew's a little over a year ago. Previously, they have been parishioners at Grace in the Desert Episcopal Church, Las Vegas, and at St. Luke's Episcopal Church, Renton, where Carola served on Vestry as Clerk and Senior Warden.

After retiring from being a Head of School, Carola and Charlie decided to make Tacoma and the South Sound their home. They were drawn to St. Andrew's by its commitment to prayer, study and service, and are grateful for the warm welcome they received. A regular volunteer at Nourish Pierce County food bank, Carola is also active in several book groups and loves a good workout.

VICTORIA DODSON

Victoria Dodson has been a member of St. Andrew's since 2018 and cherishes the church's vibrant community. She earned a degree in Nonprofit Management with a specialization in Development from the University of Oregon and currently works as a Risk Analyst at Pierce Transit. Combining her expertise in development with her analytical skills, Victoria is excited to serve on the Vestry and collaborate with parishioners to explore and create new fundraising opportunities.

Development and fundraising are essential to the health and growth of a parish. They provide the financial resources necessary to support the church's mission, including worship, outreach programs, and pastoral care. A strong development strategy enables the parish to maintain its facilities, compensate clergy and staff, and expand its ministries to serve the community more effectively. Fundraising also fosters a sense of stewardship and shared responsibility among parishioners, encouraging them to invest in the church's present and future. Beyond the practical needs, development efforts deepen relationships within the congregation and the broader community, helping build a vibrant, sustainable parish that reflects God's love in action.

SAINT ANDREWS EPISCOPAL CHURCH 2025 ANNUAL MEETING

AGENDA

January 26, 2025, 10:30 AM

10:30 GATHER—SONG AND PRAYER

10:35 APPROVAL OF 2024 MINUTES

ACTION— CALL FOR ELECTIONS

Vestry: Carola Wittman, Victoria Dodson, Judy Nelson

Delegates: Pat McGuire, Geri Schlosser, Wesley Hunter,
Nominations from the floor

Endowment: Virginia Gaub

10:45 TREASURER/STEWARDSHIP/FINANCE

Dashboard (Overall health)

Financial Statement of Mission (Goals/Priorities/changes)

Receive the budget

10:55 EXECUTIVE COMMENTS:

Senior Warden

Junior Warden

Rector

11:15 THANKS AND PRAISE

11:25 THE CHARGE AND CLOSING PRAYER