



The Episcopal Church of St Thomas the Apostle

Monthly Vestry Meeting - Minutes
February 20, 2024

IN ATTENDANCE

Rector

Father Christopher Thomas

Clergy, Staff/Guest

Deacon Jennifer Smith

Ex-Officio Officers

Joe DeuPree, Treasurer

Alberto Galué, Clerk

Rusty Rippamonti, Chancellor

Vestry Members

Alyssa Abadinsky

John Billingsley

Hampton Burwick

Janet Elsea - Senior Warden

Daniel Hall - Junior Warden

Jerry Knight

Jami Mifflin

John Van Buskirk

SUMMARY OF ACTIONS TAKEN AND SIGNIFICANT EVENTS

- Approval of the January Vestry Meeting Minutes.
- Approval of the transfer of the 2023 budget surplus to the Account 3010 Reserve Fund.
- Approval of utilizing funds from the Knight Flake Fund to cover the Parish Hall's sound system costs.
- Approval of the banking resolution for Fidelity Brokerage Services LLC account, authorizing changes in signatories and the sales of stocks, and granting access to the Treasurer and Controller.
- Approval of the 2023 Parochial Report.

NARRATIVE

I. Call to Order and Opening Prayer

Fr. Christopher Thomas

The meeting commenced at 7:00 p.m. with Fr. Christopher Thomas presiding. Following this, Fr. Christopher led the participants in a prayer.

II. Resource Person for Meeting

Fr. Christopher Thomas

Resource Person for the meeting was John Van Burskik.

III. Reflection/Formation

Deacon Jennifer Smith

Deacon Jennifer Smith opened the meeting with the poem entitled "Black Oaks" by Mary Oliver and facilitated group contemplation and discussion.

IV. Prior Meeting Minutes Approval

Janet Elsea

Upon motion by John Van Buskirk and seconded by Hampton Burwick, the Vestry unanimously approved all. Fr. Christopher clarified that he had included the minutes from the Annual Meeting in the documents for this meeting, but these were not incorporated into the Vestry Meeting minutes that were just approved.

V. Finance Committee

Joe DeuPree

The Finance Committee convened on February 13th, welcoming two new members, Hampton Burwick and John Billingsley. In attendance were Laura Giffin, Controller; Jerry Knight; Michael Legacy, Budget Committee Chair; Ft. Christopher; and Joe DeuPree, Treasurer. Together, the committee reviewed and approved the distribution of the final report for 2023, which surprisingly ended with a slight surplus of \$2,764.48. The Treasurer's report mentioned transferring the surplus to the Memorial Fund. There was a discussion about moving the surplus funds. However, **upon motion by Janet Elsea and seconded by John Van Buskirk, the Vestry unanimously approved the draft Motion provided by the Chancellor and handed out at the meeting (see copy email to Rector in the appendix) transferring of the surplus amount, \$2,764.48 from the 2023 budget to Account 3010 Reserve Fund.**

Furthermore, a proposal to rebrand the annual request for Easter and Christmas flowers to encompass enhancements for additional services, such as music, was introduced.

The Finance Committee is actively exploring avenues to refine investments within the Fidelity account, focusing on strategies with minimal risk. A forthcoming proposal will be presented to the Vestry for consideration.

This year, Hampton Burwick assumes the role of Chair for the audit committee, with Shelly Turner serving as a member, having chaired it previously.

Additionally, it was noted that the audio equipment in the Parish Hall necessitated an upgrade, estimated at \$1,000. The Finance Committee sought approval from the Knight Flake fund to cover this expense. Ft. Christopher clarified that while such matters involving building assets are typically brought directly to the Vestry by the Building and Grounds Committee, the urgency request from the Finance Committee stemmed from preparations for George Mason's visit.

Upon motion by Alyssa Abadinsky and seconded by Dan Hall, the Vestry unanimously approved to utilize \$1,000 from the Knight Flake Fund to cover the cost of the Parish Hall's sound system.

The Committee also discussed a resolution pertaining to the Fidelity account, specifically who may authorize the sale of securities in the account. Janet Elsea replaces John Van Buskirk as an authorized representative of St. Thomas, while Joe Dupree as Treasurer continues in his role as authorized representative. Both are individually empowered to execute sales of stocks received into St. Thomas' Fidelity account.

Upon motion by John Van Buskirk and seconded by Hampton Burwick, the Vestry unanimously approved the banking resolution for Fidelity Brokerage Services LLC account, as outlined on page 17 of the meeting handouts.

Chancellor Report - Rusty Rippamonti elaborated on the tax advantages associated with donating highly appreciated stocks, proposing the dissemination of information regarding

these benefits to parishioners. The proposal encountered no opposition and was consequently concluded without further deliberation.

Parochial Report Approval - The meeting then moved to the approval of the Parochial Report, a comprehensive overview of the congregation's activities and finances from the previous year. The report, spanning several pages, delved into membership statistics, demographic breakdowns, attendance figures, etc.

Notably, while membership fluctuations were observed, the true measure of congregation health lay in the Average Sunday Attendance (ASA) – a pivotal factor determining voting delegate allocations for the Diocesan convention. ASA, calculated from weekly service attendance, stood at 72, down from the previous year's 77.

Financial insights followed, emphasizing the computation of assessments, akin to taxes, based on the operating budget and ASA threshold. This is crucial for diocesan and national church contributions. Assessment figures, contingent on ASA thresholds, guided financial planning, with the impending year's assessment forecasted at \$30,000.

It was noted that parameters exclude virtual attendance of service from ASA raise concerns regarding accurate convention representation, especially for those unable to physically attend but still engaged.

Fr. Christopher acknowledged St. Thomas' longstanding commitment to meeting its obligations to the Diocese and National Church, emphasizing the significance of adhering to regulations, and fostering visibility and accountability within the congregation.

Upon motion by John Van Buskirk and seconded by Alyssa Abadinsky, the Vestry unanimously approved the 2023 Parochial Report found on pages 19 – 26 of the meeting handouts.

VI. Mission – Outreach Committee

Janet Elsea

The committee convened with a modest turnout, only three attendees present. Janet provided an update on the homeless count, noting St. Thomas' participation was ineffective this year because St. Thomas was assigned to count homeless persons in an affluent area. Stressing the importance of early online registration to participate in the count for securing favorable geographic spots to count, the group acknowledged the need to be situated where homeless populations are prevalent to address the need effectively.

Shifting focus to community initiatives, the committee spoke about on the timing and frequency of blessing bag distributions, with uncertainty surrounding the last distribution. Discussion expanded to the church's involvement with K.B. Polk School, noting a decline in activity due to changes in the school's leadership/contact person. Suggestions were made to re-establish connections, highlighting the church's past contributions such as supplies, coats, reading tutoring, refurbishing the teacher lounge, etc.

Deacon Jennifer Smith proposed collaboration with Cathedral of Hope during the Pride Festival to engage with the local community. The implementation of 'Invite, Welcome, Connect' tools was discussed for its potential in enhancing outreach efforts.

Alyssa Abadinsky introduced an opportunity for mentorship, drawing from her involvement in the Big Brother Big Sister Lone Star program, called Mentor 2.0. She outlined the program's low-commitment structure, which pairs mentors with teenagers, underlining the importance of building rapport and aligning interests. Monitoring ensures safe interactions, while

discussions remain open-ended, facilitated by trained match specialists. The need for male mentors was highlighted, with plans to distribute flyers to bolster recruitment efforts.

VII. Building and Grounds (B&G) Committee Dan Hall

Dan Hall emphasized the importance of establishing a plan for the year. Regarding Lee Swift's update on water usage, Dan Hall noted that Lee Swift provides monthly reports on our water consumption, enabling us to track our usage trends over time. Dan suggested deferring further discussion on this matter for the time being.

VIII. Guild Liaisons Reports

- Acolytes/Eucharistic Ministers: Jerry Knight – No Updates
- Eucharistic Visitors: John Billingsley – No Updates
- Altar Guild: Rene Aguirre – Not present in the meeting
- Greeters/Ushers: Hampton Burwick spoke with Tim to initiate the process of determining the tasks and responsibilities. Currently, they are contemplating the actions required for our welcome and greeting initiatives. It's essential to gather input from all relevant individuals regarding the upcoming plans.
- Kitchen/Social: Jami Mifflin has agreed to lead the Kitchen Social Committee. Not further updates were provided, but more to come in the next month.
- Lectors (Readers): Alyssa Abadinsky – No updates
- Music: Janet Elsea – The only event scheduled for March 10th is Joe Henry's organ recital immediately following the service. Meeting attendees were encouraged to attend this event.

IX. Rector's Report

Fr. Christopher Thomas

Fr. Christopher expressed gratitude for the recent period of restful time away and shared experiences from his travel. Appreciation was extended to those who covered responsibilities during his absence, acknowledging their support. The value of visiting other Episcopal churches for informational purposes was discussed, emphasizing the potential for learning and growth through such experiences.

Plans are underway for the upcoming **Invite-Welcome -Connect kick-off** event scheduled for May 17-19, strategically placed before Memorial Day weekend. This event will feature social gatherings and workshops led by Molly Carnes, aimed at fostering a culture of inclusion within the parish community. Additionally, a **Labyrinth Walk** will be held on March 16, offering a meditative opportunity for attendees.

Details regarding **Holy Week and Easter** were outlined, including plans for a physical journey from the Parish Hall to the Sanctuary during the Easter Vigil service and special musical performances – aimed at reviving interest in this service. **Joe Henry's organ recital** on March 10 was highlighted again as an event to support and enjoy his talents.

The Rector's upcoming **spiritual retreat** was announced, including a unique opportunity for a silent retreat in Cambridge, highlighting a commitment to personal and spiritual growth among parish leadership.

Lastly, the **Security Committee**, led by Ruth Woodward continues to meet monthly, with Alyssa Abadinsky and Rusty Rippamonti providing updates.

Appreciation was expressed for the dedication of all involved in ministry work, underscoring the collaborative and supportive nature of the parish community.

X. Resource Person for Meeting on March 19, 2024 **Fr. Christopher Thomas**

Alyssa Abadinsky will be resource for next meeting.

XI. Compline **Fr. Christopher Thomas**

During the meeting, Compline was observed to offer a contemplative space for participants to conclude their day and find solace in prayer and meditation.

XII. Dismissal **Fr. Christopher Thomas**

The meeting was closed with a prayer at 8:33 p.m. by Fr. Christopher.

APPENDIX

- Vestry Meeting Agenda
- Vestry Meeting Minutes – January 16, 2024
- Annual Meeting of the Parish – February 4, 2024
- Budget and Finance Committee Report – February 2024
- Balance Sheet – Jan 31st, 2024
- Income Statement – Jan 1st – Jan 31st, 2024
- Banking Resolution for Fidelity Brokerage Services LLC Account
- Possible Tax Advantages for Gifting Appreciated Stock to a Charitable Organization
- The 2023 Report of Episcopal Congregations and Missions According to Canons 1.6, 1.7 and 1.17
- Mission and Outreach 2/12/2024
- E-mail to Christopher Thomas from Rusty Rippamonti. Subject: Draft Motions for next Vestry meeting on February 20
- Black Oaks
- Water Usage – 2024, 2023 and 2022 Comparison
- Vestry, Ex-Officio Officers, Clergy & Staff, Endowment Fund Committee
- The Baptismal Covenant

Meeting Minutes prepared by Alberto Galué, Clerk



The Episcopal Church of St Thomas the Apostle

Vestry Meeting Agenda

February 20, 2024

South Room

7:00 pm

“Through the intentional modeling of the baptismal covenant, the Vestry provides a foundation of leadership that promotes the active, vibrant, and transformational ministry of all.”

- *Purpose Statement of the 2024 Vestry*

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|--|-------------------------------------|
| I) Call to Order/Opening Prayer | The Rev. Christopher Thomas, Rector |
| II) Resource Person for Meeting | John VanBuskirk |
| III) Reflection/Formation (15 min) | The Rev. Jennifer Smith, Deacon |
| IV) Prior Meeting Minutes Approval | Janet Elsea, Senior Warden |
| V) Finance Committee – (15 min) | Joe DeuPree, Treasurer |
| a) Chancellor Report | |
| b) Parochial Report Approval | |
| VI) Mission - Outreach Committee – (15 min) | Janet Elsea, Senior Warden |
| VII) B&G Committee – (15 min) | Dan Hall, Junior Warden |
| VIII) Guild Liaisons Reports (10 min) | |
| a) Acolytes/Eucharistic Ministers: Jerry Knight | |
| b) Eucharistic Visitors: John Billingsley | |
| c) Altar Guild: Rene Aguirre | |
| d) Greeters/Ushers: Hampton Burwick | |
| e) Kitchen/Social: Jami Mifflin | |
| f) Lectors (Readers): Alyssa Abadinsky | |
| g) Music: Janet Elsea | |
| IX) Rector’s Report (20 min) | The Rector |
| a) Update on “Invite-Welcome-Connect”: Vestry/Parish Weekend – May 17-19, 2024 | |
| b) Labyrinth Walk – Saturday, March 16, 9:30 am | |
| c) Holy Week/Easter Schedule: Bishop’s Visit, Easter Sunday! | |
| d) Rector’s spiritual retreat – April 29 – May 6 | |
| X) Resource Person for March 19, 2024 Meeting | TBD |
| XI) Compline | The Rector |
| XII) Dismissal | The Deacon |



The Episcopal Church of St Thomas the Apostle

Vestry Meeting Minutes January 16, 2024

IN ATTENDANCE

Rector

Father Christopher Thomas

Clergy, Staff/Guest

Laura Giffin, Controller, via Zoom

Deacon Jennifer Smith

Ex-Officio Officers

Joe DeuPree, Treasurer

Alberto Galué, Clerk

Rusty Rippamonti, Chancellor

Vestry Members

Alyssa Abadinsky

Rene Aguirre

John Billingsley

Hampton Burwick

Janet Elsea - Senior Warden

Daniel Hall

Jerry Knight

Jami Mifflin

John Van Buskirk

SUMMARY OF ACTIONS TAKEN AND SIGNIFICANT EVENTS

- December Vestry Minutes and updates to the Room Usage Agreement were approved.
- 2024's Vestry Jr. Warden and Ex-Officio Officers were elected.
- Guild Liaisons were assigned.
- A banking resolution, outlining new signatories, will be issued for Vestry approval via email, and subsequent execution.
- Approval for the revised financials for the year's end will be conducted via email prior to Annual Meeting scheduled on February 4.

NARRATIVE

I. Call to Order/Opening Prayer**Fr. Christopher Thomas**

The meeting was called to order at 7:03 p.m. by Fr. Christopher Thomas with a prayer. Subsequently, he proceeded to read the mission statement of the Vestry, encouraging all participants to perceive their responsibilities within the Vestry through this particular lens. He reminded everyone of their collective calling to mutually transform each other and contribute to the congregation's development throughout the upcoming year.

II. Resource Person**Hampton Burwick**

Resource Person for the meeting was Hampton Burwick.

III. Reflection/Formation**Deacon Jennifer**

Deacon Jennifer Smith opened the meeting with the poem entitled "From This River, When I Was a Child, I Used to Drink" by Mary Oliver and facilitated group contemplation and discussion.

IV. Election of Vestry Jr. Warden and Ex-Officio Officers 2024

Fr. Christopher Thomas

Fr. Christopher Thomas introduced Janet Elsea as the new Senior Warden of St. Thomas. He then called for nominations and the election of the Junior Warden and the Ex-Officio Officers. The following nominations were unanimously approved by all Vestry members, with no objections.

- Joe Dupree – Treasurer
- Alberto Galué - Clerk
- Daniel Hall - Junior Warden
- Russell Rippamonti - Chancellor

V. Standing Committee Assignments for 2024

Fr. Christopher Thomas

Fr. Christopher asked members of the Vestry and Ex-Officio Officers to serve on three standing committees. The following standing committees were confirmed:

Mission and Outreach

- Alyssa Abadinsky
- Rene Aguirre
- Janet Elsea (Chair)

Building and Grounds

- Daniel Hall (Chair)
- Jami Mifflin
- John Van Buskirk

Finance

- John Billingsley
- Hampton Burwick
- Joe DeuPree (Chair)
- Jerry Knight

VI. Prior Meeting Minutes Approval

Fr. Christopher Thomas

Upon motion by Jerry Knight, and seconded by Alyssa Abadinsky, the Vestry unanimously approved the December 19, 2023, meeting minutes.

VII. Finance Committee

Joe DeuPree

Rev. Christopher Thomas introduced Laura Giffin to the Vestry, who provides accounting services to St. Thomas. He explained that the report sent to the Vestry before the meeting is preliminary, not the final report, and stressed that it's impossible to close the year properly as only two weeks have passed.

Laura Giffin explained to the Vestry that due to using two accounting systems throughout the year, she needs to work with the staff regarding further information needed for finalizing the 2023 Financial Report. She assured the Vestry that she would inform them of any substantial changes. Overall, it initially appears that St. Thomas performed \$16K better than expected by year-end, with income exceeding the budget by about \$37K. Most over-budget expenses were related to building and groundwork. She committed to ensuring these expenses were paid from the appropriate funds.

Rusty Rippamonti highlighted that the Vestry had approved transferring money from the endowment fund to pay for the new doors, but there's uncertainty if this occurred. Jerry Knight clarified that the money should come from two separate accounts— \$15K from the endowment fund and the remainder from the memorial fund.

Joe DeuPree emphasized the need for approval of the revised financials for the year's end via email, as the Vestry wouldn't meet until after the February 4th annual parish meeting.

VIII. Update Room Use Agreement

Rusty Rippamonti

Rusty Rippamonti directed the Vestry to the Room Use Agreement sent in preparation for the meeting. He explained each change and the reason for updating the policy. The change from "member" to "member in good standing" was applied universally, clarifying the criteria for good standing, such as receiving communion at least three times a year and being a financial contributor of record. Changes were made to the fee schedule for rentals, increasing the cleaning fee to \$250 and adding a linen cleaning fee of \$200. It was clarified that compliance with Safe Church and Use of Key policies is already addressed in the current policy.

Fr. Christopher noted that events at St. Thomas' space are usually monitored. The Rector may ask Vestry members to oversee these events, and it's important to note that the Rector holds complete authority in approving the use of the space.

Upon motion by John Van Buskirk and seconded by Hampton Burwick, the Vestry unanimously approved the changes to the Room Use Agreement and Fee Schedule.

John Van Buskirk brought to the attention of the Vestry the importance of verifying signing authority, emphasizing the need for a banking resolution. Rusty Rippamonti volunteered to draft the resolution for Vestry approval. It was clarified that checks require two signatures, with the typical signatories being the Wardens. To serve as a backup in the event of a Warden's absence, Hampton Burwick has been designated as the third signature.

IX. Mission and Outreach Committee

Janet Elsea

Janet Elsea elucidated the committee's overarching mission to serve those in need within our community. She shared that 9 individuals from St. Thomas participated in assembling blessing bags, and 3 volunteers supported Union House by serving and cooking meals. Fr. Christopher highlighted the significant economic impact St. Thomas has on the community, surpassing what can be quantified. He emphasized the importance of conveying the narrative of St. Thomas' contributions and the need to share its impactful story.

X. Building and Grounds Committee

Junior Warden

Daniel Hall refrained from making comments as he is new in his role.

XI. Guild Liaisons Reports

Fr. Christopher Thomas

Fr. Christopher emphasized the need to assign Vestry members to various Guild groups. While traditionally a listening mechanism, Fr. Christopher envisions a more active interaction with ministries, assisting in their development and aiming to transition from a task-oriented group to a ministry-oriented approach. The following assignments were agreed upon:

- Acolytes/Eucharistic Ministers: Jerry Knight
- Altar Guild: Rene Aguirre
- Eucharistic Visitors: John Billingsley
- Greeters/Ushers: Hampton Burwick
- Kitchen/Social: Jami Mifflin
- Lectors (Readers): Alyssa Abadinsky
- Music: Janet Elsea

John Van Buskirk volunteered to lead the Stewardship campaign this year.

Rusty Rippamonti provided updates on Bill Leazer's estate. Another will was discovered, and the probate is currently handling the matter. Regardless, the parish stands to benefit 10% from either will, totaling approximately \$120K, in addition to the approximate \$15K already received. An

estate sale is planned for Bill's personal possessions, with the possibility of a pre-sale for the parish. The Vestry expressed interest, and Rusty will proceed with informing his contact.

John Billingsley commented on the historical emphasis of the parish on talent and treasure in conjunction with financial treasure. Members recalled a more active past engagement with Guilds, resembling a job fair. Fr. Christopher concurred, noting ongoing efforts, and invited John Billingsley to lead in this aspect, which he accepted.

XII. Rector's Report

Fr. Christopher Thomas

- **Update on "Invite-Welcome-Connect" Potential Vestry/Parish Weekend:** Fr. Christopher announced that St. Thomas has enlisted Molly Carnes to facilitate the "Invite-Welcome-Connect" event. He urged the Vestry to read the provided book. The event, spearheaded by new member couples Linda and Jack Nelson and Ethan and Ken, along with Fr. Christopher and Chaplain Fr. Stephen Waller, will take place over a weekend in March. All parishioners are invited, starting with a Friday night mixer, a Saturday learning event, and concluding with a Sunday sermon. This will take the place of the usual early-year Vestry retreat. Fr. Christopher proposed considering a separate retreat next year, possibly off-site.
- **Annual Meeting Date – February 4, 2024:** Fr. Christopher urged Vestry members to mark their calendars for the upcoming annual meeting scheduled on February 4, 2024. Bishop George Sumner is set to visit the Parish on that day and will open the meeting.
- **Black History Month Events:** Fr. Christopher encouraged Vestry engagement in Black History Month events after the 10:30 service. If successful, this model may expand. A recital is scheduled for February 11, immediately after the service, and a presentation by George Mason is planned on February 22. Fr. Christopher is urging members to attend and invite friends.
- **Rector's Winter Holiday – January 17 – January 21, 2024:** Fr. Christopher has secured assistance for opening the church on Sundays during his vacation. Vestry members offered their assistance for closing and securing the building on specific dates: January 21 (Daniel Hall) and January 28 (Rene Aguirre & Alyssa Abadinsky).
- **Lent Begins on Ash Wednesday, February 14:** Fr. Christopher reminded the Vestry that Lent starts on Ash Wednesday, February 14.
- **Ordination of Allen Junek to the Priesthood – 2/27/24:** A group will gather in the South room to watch Allen Junek's ordination on February 27. Steven Toon is coordinating, with information provided in the Doubter. A link for remote viewing will be included.
- **Easter Sunday:** Bishop Smith will preside over Easter Sunday at St. Thomas. Joe Henry has creative ideas for the Easter Eve Vigil. He, along with Fr. Christopher, is exploring the possibility of holding the Easter Eve service in the Parish Hall and incorporating distinctive musical elements.

XII. Dismissal/Closing Prayer

Fr. Christopher Thomas

The meeting was closed with prayer at 8:30 p.m. by Fr. Christopher.

XIII. Next Meeting and Resource Person

Fr. Christopher Thomas

Next Vestry Meeting is February 13, 2024, and the Resource Person will be John Van Buskirk

APPENDIX

- From this River, When I was a Child, I used to Drink - Poem
- The Episcopal Church of St Thomas The Apostle – Vestry Meeting Agenda
- Request and Agreement for Single use of Room(s)/Facilities at St. Thomas the Apostle
- Room Usage Fee Schedule
- St. Thomas Counting Schedule
- The Baptismal Covenant
- The Episcopal Church of St. Thomas The Apostle – Balance Sheet – As of Dec. 31st, 2023

Meeting Minutes prepared by Alberto Galué, Clerk



The Episcopal Church of St Thomas the Apostle

Annual Meeting of the Parish - Minutes
February 4, 2024

IN ATTENDANCE

Rector

Father Christopher Thomas

Clergy, Staff/Guest

Dr. Joseph Henry
Mother Virginia Holleman
Deacon Jennifer Smith
Dr. Stephen V. Sprinkle
Bishop George Sumner

Ex-Officio Officers

Joe DeuPree, Treasurer
Alberto Galué, Clerk
Rusty Rippamonti, Chancellor

Vestry Members

Alyssa Abadinsky
John Billingsley
Hampton Burwick
Janet Elsea - Senior Warden
Daniel Hall – Junior Warden
Jerry Knight
Jami Mifflin
John Van Buskirk

Parishioners

45 parishioners, including 2 children and the persons listed above

SUMMARY OF ACTIONS TAKEN AND SIGNIFICANT EVENTS

- **Approval of the Annual Parish Meeting Vestry Minutes from October 29.**
- **Commissioning of the 2024 Vestry and Ex-Officio Officers.**
- **Reports of Rector, Sr. Warden, Jr. Warden, Treasurer and Budget Chairman, Formation Director, and Director of Music.**

NARRATIVE

I. Call to Order and Opening Prayer

Fr. Christopher Thomas

The meeting was called to order at 11:50 a.m. by Fr. Christopher Thomas. Subsequently, he proceeded to introduce Bishop George Sumner who addressed the congregation by reading a passage from Philippians. He stressed the importance of recognizing the presence of the Lord in all situations. The challenges of ministry and administration were acknowledged, with emphasis placed on avoiding worry and trusting in prayer and thanksgiving. Participants were reminded not to forget the issues beyond their immediate concerns and to allow God's transformative power to address anxieties and uncertainties.

II. Rector's Address

Fr. Christopher Thomas

The address began with an explanation of St. Thomas's practice of holding two meetings: one in October, where vestry members are elected, and the annual meeting, which serves to report on the state of the Church, detailing accomplishments and laying out plans for the future. The significance of the annual meeting was highlighted, emphasizing the importance of transparency, accountability, and responsibility. Fr. Christopher acknowledged accomplishments in the journey of faith and expressed gratitude for the commitment to God's

kingdom. The rector recognized individuals who have served with dedication and commitment to the church, including Ruth Woodward, Junior Warden, retired organist, Lee Corbin, non-compensated clergy, Virginia Holleman and Steven Sprinkle, Chancellor, Rusty Rippamonti, and many others. Various activities and achievements throughout the year, such as Christmas Eve services and outreach initiatives, were celebrated. The discussion shifted to the challenges and opportunities facing the church in 2024, emphasizing the importance of unity and listening across divisions, echoing Saint Paul's teachings on righteousness and inclusivity. His report concluded with a sense of optimism and determination to carry forward the mission and ministry of the church.

III. Approval of Annual Meeting minutes of October 2023

Fr. Christopher

Fr. Christopher allowed time for attendees to review the minutes before proceeding with their approval. Upon review, Fred Ellis made a motion to approve as presented, and Joe DeuPree seconded it. Discussion regarding the minutes was invited. All present voted in favor of the motion, and the minutes were approved unanimously as presented.

IV. Senior Warden's Report

John Van Buskirk

John Van Buskirk underscored the efforts invested in making St. Thomas Church exceptional, highlighting the various achievements in 2023, including lighting, air conditioning, safety measures, and the dedication of volunteers. Attendees were encouraged to actively participate in ministry by attending events and sharing ideas to enhance congregational life. Financial matters were highlighted, including budget allocation for church events and that funds for policing are from an anonymous donor and not a budgeted item. Recognition was extended to several members of the church and the retiring vestry members for their contributions to the church. Personal acknowledgments were made for Stephen Toon and Joe Dupree for their assistance to him throughout 2023 in his role as Senior Warden.

V. Junior Warden's Report

Ruth Woodward

Ruth Woodward began with expressions of gratitude and appreciation for being able to serve as a Junior Warden, acknowledging both the joy and pressure that come with the role. It was noted that the responsibility is an honor and a privilege. Various efforts were highlighted as part of a team endeavor, including the contributions of Father Christopher and Lee Swift, who attended to numerous details. The vestry members, specifically Dan Hall and Lisa, were recognized for their efforts in coordinating repairs and sourcing vendors for church needs. Safety priorities, such as repairing doors and installing AEDs, were discussed. Maintenance issues, including plumbing and irrigation, were addressed, along with repairs to the fountain and organ, covered by warranty. Additionally, investments in new audio equipment were noted.

VI. Report of the Formation Committee

Dr. Stephen V. Sprinkle, Theologian-in-Residence

Stephen Sprinkle underscored a range of educational initiatives within the church, with the goal of achieving full participation. Special recognition was given to efforts aimed at enhancing adult formation (Christian education), which led to a significant rise in attendance at adult education events, in some events doubling previous levels. Noteworthy events included liturgical sessions, which drew 15 participants, and confirmation attended by 18 individuals. Hybrid seminars of in-person or zoom, proved highly successful, with 133 participants engaging actively. Additionally, the ongoing Sunday morning Bible study sessions, held weekly and typically attended by 6 to 14 members.

VII. Report of the Music Department

Dr. Joseph Henry



Joseph Henry expressed gratitude to the dedicated choir volunteers who contribute weekly, especially those who supported the church during Christmas Holiday Week. The upcoming Black History's event, featuring a blend of traditional and piano compositions, was highlighted. Plans for Easter vigil include Gregorian chant, aiming to infuse new life into the service while retaining elements of tradition. It was noted that Bishop Smith will be visiting during the Easter Holiday, promising further enriching experiences for the congregation.

VIII. Financial Presentation

Joe DeuPree & Michael Legacy

2023 Financial Review – Joe DeuPree

Joe DeuPree provided an overview of the 2023 financials, highlighting anticipated budgeted pledge income of \$333k and actual YTD pledges totaling \$376k, representing a 13% increase over expectations. While expenses generally aligned with the budget, exceptions for higher than budgeted cost were noted for maintenance, utilities, and lower than expected for outreach. Gratitude was extended to Jerry Knight, John Van Buskirk, and Michael Legacy for their contributions to the Budget committee. Additionally, two spots are opened for volunteers to join the committee in 2024.

2024 Financial Outlook – Michael Legacy

Michael Legacy first encouraged parishioners to sign up for Foyer by February 18 to foster parish integration and engagement. Subsequently, he presented the budget outlook for 2024, noting that some pledges have been received after the budget was prepared. Anticipated rises in insurance and utility costs were noted, alongside increases in staff pay and health care benefits. Some building and grounds expenses were identified as falling under capital improvement, separate from the general budget. A projected deficit of \$62k for the year was acknowledged, with plans to bolster revenue and effectively manage existing resources. A parishioner raised a question regarding specific expense increases, particularly for water and sewer, which was addressed satisfactorily.

IX. Commissioning of the 2024 Vestry & Officers

Fr. Christopher Thomas

Fr. Christopher extended a warm invitation to all present vestry members and Ex-Officio Officers for the commissioning of the 2024 vestry. The following vestry members were present:

- Alyssa Abadinsky
- John Billingsley
- Hampton Burwick
- Janet Elsea (Senior Warden)
- Daniel Hall (Junior Warden)
- Jerry Knight
- Jami Mifflin
- John Van Buskirk

Vestry Person, Rene Aguirre, was noted as absent.

Ex-Officio Officers in attendance were:

- Joe DeuPree, Treasurer
- Alberto Galué, Clerk
- Rusty Rippamonti, Chancellor

X. Meeting conclusion and adjournment

Fr. Christopher Thomas

The meeting was closed with prayer at 12:54 p.m. by Fr. Christopher.

APPENDIX

- Annual Meeting of the Parish Agenda
- Parish Statistics 2023
- Highlights of 2023
- Minutes of the October 29, 2023 – Annual Parish Meeting to Conduct Elections
- 2024 St. Thomas Budget Presentation Annual Mtg. 020424
- The Commissioning of the 2024 Vestry & Officers

Meeting Minutes prepared by Alberto Galué, Clerk

BUDGET AND FINANCE COMMITTEE REPORT FEBRUARY 2024

The 2024 Budget and Finance Committee met for the first time this year at 6:00 pm on Tuesday, February 13th with the following members in attendance, either in person or via ZOOM: Vestry Members John Billingsley, Hampton Burwick, and Jerry Knight, Budget Committee Chair Michael Legacy, Controller Laura Giffin, the Rector, and Treasurer Joe DeuPree.

We reviewed and approved for distribution the final financial statements for 2023. The excellent news was that for the first time in quite some time, the parish ended the year with a slight surplus of \$2,764.48. We are requesting the Vestry approve a motion to move the amount of the surplus to the Memorial Fund. We also reviewed the statements for January 2024. Expenses exceeded income by \$7,248.37.

It was reported that the audio equipment for the Parish Hall needed an upgrade which will cost approximately \$1,000. There is also a proposed motion for the Vestry to approve the Knight Flake Fund's covering that cost.

We discussed the need to create or at least rename our annual request for funding for Easter and Christmas flowers to include other enhancements to these special services with other items, such as music.

The Rector indicated that the annual Parochial Report to the Diocese is due by March 1st so Michael Legacy and I volunteered to do that. In fact, we met this past Thursday and got it completed so that it will be discussed during this meeting.

The Committee will also look at possible investments for our Fidelity account to see if we can improve the return on that asset. We'll come back to you with that.

The meeting ended at about 7:00 p.m.

Respectfully submitted,

Joe DeuPree, Treasurer

Balance Sheet

As of: Jan 31st 2024 | Includes Open Transactions

Assets

Current Assets

Cash

1013 Inwood National Bank	134,810.60
1014 Inwood Bank-Operating	12,025.08
1015 Inwood Nat'l Bank-RMF	5,593.99

Total Cash 152,429.67

Total Current Assets 152,429.67

Investments

1045 Episcopal Foundation of Dallas	346,193.48
1050 Fidelity	116,990.68

Total Investments 463,184.16

Prepaid Expenses

1095 Prepaid Expenses	21,208.49
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Total Prepaid Expenses 21,208.49

Total Assets

\$ 636,822.32

Liabilities & Net Assets

Liabilities

Current Liabilities

Accounts Payable

2220 Employee Pension Deduction	172.80
2399 Income/Expense Clearing	1,591.72

Total Accounts Payable 1,764.52

Total Current Liabilities 1,764.52

Deferred Revenue

2405 Prepaid Pledges	24,750.00
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Total Deferred Revenue 24,750.00

Total Liabilities 26,514.52

Net Assets

Fund Balance

3000 General Fund	8,727.21
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Total Fund Balance 8,727.21

Temp Restricted-Church Designated

3005 Flower Fund	2,001.12
3010 Reserve Fund	15,970.63
3020 Special Outreach	4,654.14
3030 Miscellaneous Gifts Fund	14,663.78
3040 Rector's Ministry Fund	5,795.59
3060 Memorial Fund	116,694.68

Total Temp Restricted-Church Designated 159,779.94

Perm Restricted

3050 Capital Improvement	15,535.74
3070 Columbarium Fund	2,690.94
3075 Interior Garden	339.00
3085 KB Polk Fund	1,550.25
3090 Endowment Fund	317,198.61
3091 Knight-Flake Organ/Garden Fund	61,351.00
3093 Ewing House	(1,112.62)
3094 Ron Wilkenson Garden Color	1,000.00

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Total Perm Restricted	398,552.92
Temp Restricted-Accum Surplus	
8998 Investments Mark To Mkt	43,247.73
Total Temp Restricted-Accum Surplus	43,247.73
Total Net Assets	610,307.80
Total Liabilities & Net Assets	\$ 636,822.32

The Episcopal Church of St. Thomas the Apostle
Income Statement

Date Range: Jan 1st 2024 - Jan 31st 2024 | Includes Open Transactions

Accounts	Actual Jan 01, 2024 - Jan 31, 2024	Actual This Year Year to Date	Budget This Year Year to Date	Annual Budget This Year Year
Revenues				
General Receipts				
4000 Pledge Income	20,746.00	20,746.00	26,816.17	321,794.00
4010 Plate Income	124.00	124.00	416.67	5,000.00
4012 Non pledged donations	445.00	445.00	416.67	5,000.00
Total General Receipts	21,315.00	21,315.00	27,649.51	331,794.00
Other Income				
4030 Interest Income	34.25	34.25	166.67	2,000.00
4040 Other Income	0.00	0.00	41.67	500.00
4120 Budgeted trans-Special Outreach	0.00	0.00	0.00	4,654.14
Total Other Income	34.25	34.25	208.34	7,154.14
Misc Income				
4020 Building Use	12.35	12.35	125.00	1,500.00
Total Misc Income	12.35	12.35	125.00	1,500.00
Total Revenues	\$ 21,361.60	\$ 21,361.60	\$ 27,982.85	\$ 340,448.14
Expenses				
Personnel Expenses				
5000 Rector-Stipend & taxes	8,333.34	8,333.34	8,333.33	100,000.00
5002 Rector-Pension	1,500.00	1,500.00	1,500.00	18,000.00
5003 Rector- Benefits	1,228.48	1,228.48	1,250.00	15,000.00
5004 Rector- Travel & Telephone	0.00	0.00	333.33	4,000.00
5006 Rector-Continuing Ed	0.00	0.00	83.33	1,000.00
5009 Rector-Miscellaneous	0.00	0.00	83.33	1,000.00
5020 Supply Clergy	250.00	250.00	66.67	800.00
5030 Parish Admin	2,348.40	2,348.40	2,142.50	25,710.00
5035 Organist	2,083.33	2,083.33	2,083.33	25,000.00
5037 Supply Musician	0.00	0.00	166.67	2,000.00
5039 Payroll Taxes	361.98	361.98	323.33	3,880.00
5040 Lay Staff-Pension	211.36	211.36	192.83	2,314.00
5041 Lay Staff- Continuing Ed	0.00	0.00	125.00	1,500.00
5042 Audio Visual Svcs	300.00	300.00	250.00	3,000.00
5105 Managing Financial Reports	650.00	650.00	687.50	8,250.00
Total Personnel Expenses	17,266.89	17,266.89	17,621.15	211,454.00
Office Expense				
5100 Office Supplies & Paper	156.45	156.45	250.00	3,000.00
5102 Office Equipment Maint	466.40	466.40	291.67	3,500.00
5104 Technology	312.50	312.50	333.33	4,000.00
5106 Postage	108.00	108.00	125.00	1,500.00
5107 Bank & Paychex Charges	163.69	163.69	166.67	2,000.00
5108 Credit Card Donation fees	400.63	400.63	166.67	2,000.00
5109 Miscellaneous	72.50	72.50	25.00	300.00
Total Office Expense	1,680.17	1,680.17	1,358.34	16,300.00
Insurance				
5110 Property & Liability Ins	0.00	0.00	1,700.00	20,400.00
Total Insurance	0.00	0.00	1,700.00	20,400.00

Accounts	Actual Jan 01, 2024 - Jan 31, 2024	Actual This Year Year to Date	Budget This Year Year to Date	Annual Budget This Year Year
Worship Expense				
5120 Altar Supplies	121.42	121.42	166.67	2,000.00
5125 Organ/Piano	0.00	0.00	83.33	1,000.00
5127 Choir Music Supplies	539.58	539.58	41.67	500.00
Total Worship Expense	661.00	661.00	291.67	3,500.00
Parish Life Exp				
5130 Convention	80.00	80.00	37.50	450.00
5131 Christian Education	0.00	0.00	41.67	500.00
5132 EPN Membership Dues	0.00	0.00	62.50	750.00
5133 Vestry Retreat/Other	39.56	39.56	100.00	1,200.00
5134 EPN Conference	875.00	875.00	250.00	3,000.00
5135 Social	0.00	0.00	166.67	2,000.00
5136 Coffee	41.96	41.96	66.67	800.00
5137 Parish Life Other Exp	0.00	0.00	83.33	1,000.00
5138 Choir Dinner	0.00	0.00	16.67	200.00
5139 Vestry	20.00	20.00	83.33	1,000.00
Total Parish Life Exp	1,056.52	1,056.52	908.34	10,900.00
Buildings & Grounds				
5140 Custodial Supplies	0.00	0.00	41.67	500.00
5144 Capital Improvement Exp	0.00	0.00	416.67	5,000.00
5145 Maint-Bldgs & Equipment	0.00	0.00	958.33	11,500.00
5147 Janitorial Service	824.00	824.00	1,066.67	12,800.00
5148 Maint-Grounds	1,210.00	1,210.00	1,250.00	15,000.00
5149 Pest Control	96.00	96.00	166.67	2,000.00
Total Buildings & Grounds	2,130.00	2,130.00	3,900.01	46,800.00
Utilities				
5150 Telephone & Internet	419.12	419.12	416.67	5,000.00
5152 Electricity	0.00	0.00	1,000.00	12,000.00
5154 Water & Sewer 6525	0.00	0.00	416.67	5,000.00
5155 Water- 6529	0.00	0.00	1,250.00	15,000.00
5156 Natural Gas	83.97	83.97	237.50	2,850.00
5158 Safety, Security, & Fire Alarms	699.05	699.05	583.33	7,000.00
5159 Waste services	304.66	304.66	333.33	4,000.00
Total Utilities	1,506.80	1,506.80	4,237.50	50,850.00
Outreach				
5160 Stewardship	0.00	0.00	41.67	500.00
5162 Advertising/Welcoming	0.00	0.00	166.67	2,000.00
5164 Social Media/Web	150.00	150.00	166.67	2,000.00
5165 Diocesan Assessment	2,555.34	2,555.34	2,555.33	30,664.00
5179 Outreach Expenses	0.00	0.00	225.00	2,700.00
5180 Outreach Grants	0.00	0.00	416.67	5,000.00
Total Outreach	2,705.34	2,705.34	3,572.01	42,864.00
Total Expenses	\$ 27,006.72	\$ 27,006.72	\$ 33,589.02	\$ 403,068.00
Net Total	(\$ 5,645.12)	(\$ 5,645.12)	(\$ 5,606.17)	(\$ 62,619.86)

The Episcopal Church of St. Thomas the Apostle
Special Funds

Date Range: Jan 1st 2024 - Jan 31st 2024 | Includes Open Transactions

Accounts	Beginning Balance	Income	Expense	Ending Balance
Restricted Net Assets				
Temp Restricted-Church Designated				
01-3005 Flower Fund	1,826.12	175.00	0.00	2,001.12
01-3010 Reserve Fund	15,970.63	0.00	0.00	15,970.63
01-3020 Special Outreach	4,654.14	0.00	0.00	4,654.14
01-3030 Miscellaneous Gifts Fund	14,663.78	0.00	0.00	14,663.78
01-3040 Rector's Ministry Fund	5,700.59	95.00	0.00	5,795.59
01-3060 Memorial Fund	116,694.68	0.00	0.00	116,694.68
Total Temp Restricted-Church Designated	159,509.94	270.00	0.00	159,779.94
Perm Restricted				
01-3050 Capital Improvement	15,535.74	0.00	0.00	15,535.74
01-3070 Columbarium Fund	2,690.94	0.00	0.00	2,690.94
01-3075 Interior Garden	339.00	0.00	0.00	339.00
01-3085 KB Polk Fund	1,550.25	0.00	0.00	1,550.25
01-3090 Endowment Fund	317,198.61	0.00	0.00	317,198.61
01-3091 Knight-Flake Organ/Garden Fund	61,351.00	0.00	0.00	61,351.00
01-3093 Ewing House	(1,112.62)	0.00	0.00	(1,112.62)
01-3094 Ron Wilkenson Garden Color	1,000.00	0.00	0.00	1,000.00
Total Perm Restricted	398,552.92	0.00	0.00	398,552.92
Temp Restricted-Accum Surplus				
01-8998 Investments Mark To Mkt	44,599.93	2,139.51	3,491.71	43,247.73
Total Temp Restricted-Accum Surplus	44,599.93	2,139.51	3,491.71	43,247.73
Total Restricted Net Assets	\$ 602,662.79	\$ 2,409.51	\$ 3,491.71	\$ 601,580.59

BANKING RESOLUTION FOR Fidelity Brokerage Services LLC ACCOUNT

Be it Resolved by the Vestry (aka Board of Directors) of the **Episcopal Church of St. Thomas the Apostle ("St. Thomas")** at its regularly scheduled monthly meeting on February 20, 2024 that the duly elected **Sr. Warden (aka President) Janet Page Elsea and Treasurer Joe DeuPree are hereby the authorized representatives for the St. Thomas account at Fidelity Brokerage Services LLC ("Fidelity")**. Janet Page Elsea is replacing the former St. Warden John Van Buskirk as an authorized representative. Please remove John Van Buskirk as an authorized representative of St. Thomas. Joe DeuPree was previously an authorized representative of St. Thomas and will continue to be an authorized representative.

Be it further resolved by the Vestry, that the duly elected **Sr. Warden (aka President) Janet Page Elsea acting individually** in her capacity as officer of St. Thomas and the St. Thomas **Treasurer Joe DeuPree acting individually** in his capacity as Treasurer **may each individually authorize the sale of stock received into the account of St. Thomas at Fidelity and each may authorize one of the following options for placement of the proceeds of the sale of such stock: (a) deposited into the account of St. Thomas at Fidelity Brokerage Services LLC; (b) electronically transferred to an account of St. Thomas in another financial institution; or (c) a hard copy check payable to St. Thomas be mailed to St Thomas at its principal address of 6525 Inwood Road, Dallas, Texas, 75209.**

Be it further resolved that by way of clarification, the **St. Thomas Treasurer Joe DeuPree and additionally St. Thomas Controller Laura Giffin each individually acting in their capacity as Treasurer or Controller are authorized to receive any and all information about the accounts of St. Thomas at Fidelity Brokerage Services LLC.**

Attestation:

As reflected in the official minutes of the subject Vestry meeting, a motion for the above recited Banking Resolution was made by a duly elected member of the Vestry. The motion was seconded by a duly elected member of the Vestry and passed unanimously by all duly elected and present members of the Vestry.

Attested to by Alberto J. Galue, the Clerk (aka Secretary) of the Vestry this ____ day of February 2024.

Alberto J. Galue, Clerk of the Vestry

Possible Tax Advantages for Gifting Appreciated Stock to a Charitable Organization

By donating stock that has appreciated for **more than a year**, you may be able actually giving 20 percent more than if you sold the stock and then made a cash donation. The reason is simple: avoiding capital gains taxes. The maximum federal capital gains tax rate is 20 percent on long-term stock holdings. **But if you donate the stock directly to a charity, there's no capital gains tax to pay.** Plus, you are still eligible to deduct the full fair-market value of the asset you donated from your income taxes, up to the overall amount allowed by the IRS in your personal situation.

Hypothetical Example – Assume you own appreciated stock in Verizon. You want to give \$10,000 to St Thomas for your pledge (or a special gift) . You have owned the stock for more than 1 year (probably a number of years) and it has appreciated in value substantially. Let's assume that your basis (acquisition cost) is \$2,000 for this \$10,000 of stock you want to donate. If you transfer the stock directly from your brokerage account to St. Thomas Fidelity brokerage account you get a charitable donation for the full value of \$10,000 value of the stock transferred. However, alternatively, if you sold the stock you would get \$10,000 in proceeds, but you might have to pay capital gain tax of $20\% \times (\$10,000 \text{ proceeds} - 2,000 \text{ basis}) = \$1,600$. Therefore, you would only have left $\$10,000 - \$1,600 = \$8,400$ to give to the church (unless you come up with the extra \$1,600 from cash you have on hand or sell more stock). This example assumes that you sell stock that is **Not in an IRA.**

Note: Special considerations for gift of stock in an IRA - **A person must be at least 70½ years old to make a tax advantage gift directly from their IRA to a 501(c)(3) nonprofit.**

Disclaimer: Neither your Parish Chancellor nor the Parish are tax experts and we suggest you discuss a potential charitable gift of stock with your own stock broker or attorney. Tax law is complicated and depending on your own tax situation and the amount of appreciation in the stock that you consider donating might make such a gift more or less economically attractive to you personally.

**THE 2023 REPORT OF EPISCOPAL CONGREGATIONS AND MISSIONS
ACCORDING TO CANONS I.6, I.7, AND I.17
(OTHERWISE KNOWN AS THE PAROCHIAL REPORT)**



Name of Congregation St Thomas the Apostle Church		Diocese Dallas	
Street Address 1 6525 Inwood Rd		City Dallas	State TX
Street Address 2	Zip + 4 75209-5314	County Dallas	Country United States
Mailing Address 1 6525 Inwood Rd		Mailing City Dallas	State TX
Mailing Address 2	Zip + 4 75209-5314	County Dallas	Country United States
Email Address info@thedoubter.org	Congregation's Web Address http://www.thedoubter.org	Phone # 214-352-0410	
Federal Tax ID # 75-2257787			

Report Preparation

Membership, Attendance, & Services - Pages Prepared by: Lee Swift	Email Address: leeswift@thedoubter.org	Daytime Phone: 214-352-0410
Stewardship & Financial - Pages Prepared by: Joe DeuPree	Email Address: jdeupree953@gmail.com	Daytime Phone: 214-683-7224

Certification by the Clerk of the Vestry

Certified by (Print or type name) Albert Galue	Email Address: al.galue@gmail.com	Daytime Phone: 214-766-5832
Signature	Date	

Certification by the Treasurer/Financial Vestry Officer

Certified by (Print or type name) Joe DeuPree	Email Address: jdeupree953@gmail.com	Daytime Phone: 214-683-7224
Signature	Date	

Certification by the Rector/Vicar/Priest-in-Charge

Certified by (Print or type name) The Rev. Christopher Blake Thomas	Email Address: christopher@thedoubter.org	Daytime phone 646-498-1641
Signature	Date	

Warden/Vestry Approval

Warden (Print or type name) Janet Elsea	Email Address: janetpage@me.com	Daytime Phone: 214-321-5101
Indicate the date that your 2023 Parochial Report was approved by the vestry or Bishop's Committee (Canon I.6.1)		Date

Parochial Report Completion

How many people participated in completing this parochial report?	4
Please identify the roles of those who participated in completing this parochial report (Not including vestry members who only voted to approve it):	
<i>Examples: Rector/Vicar, Wardens, Vestry Member, Treasurer, Staff Member, Volunteer</i> Rector, Controller, Admin, Treasurer	

Membership, Attendance and Services of the Reporting Congregation

Active Participants in the Reporting Congregation:
 Anyone of any age who is active in the congregation regardless of baptism or membership status

1. **Total Active Participants:** 165

2. Of the total active participants, how many are in each of the following age groups?

	#
Children (ages 0-12):	<u>2</u>
Youth (ages 13-17):	<u>0</u>
Young adults (ages 18-34):	<u>4</u>
Middle adults (ages 35-64):	<u>58</u>
Senior adults (ages 65 and older):	<u>96</u>
<i>(this should add up to the Active Participant total)</i>	
Total	<u>165</u>

3. Of the total active participants, provide the number and percentage that are in each of the following racial/ethnic categories? *If this is not information already available for your congregation, we suggest a survey to allow individuals to self-identify.*

	%	#
American Indian/Alaska Native (non-Hispanic)	<u>0</u>	<u>0</u>
Asian (non-Hispanic)	<u>4</u>	<u>0</u>
Black or African American (non-Hispanic)	<u></u>	<u></u>
Hispanic or Latino(a)	<u>3.00</u>	<u>5</u>
Native Hawaiian or Pacific Islander (non-Hispanic)	<u></u>	<u></u>
White (non-Hispanic)	<u>96.30</u>	<u>159</u>
Multiracial	<u>.07</u>	<u>1</u>
<i>(Note, that percentages should add up to 100%)</i>		
Total	<u>100%</u>	<u>165</u>

Active Baptized Members of the Reporting Congregation at Year-End:
 Using the 2022 Parochial report, record the Number of Baptized Members reported as of December 31, 2022.

M22 (See your 2022 Parochial Report, Box M22) **Members Reported Last Year in 2022= M22** 394

4. **Increases during year:** *All members added to the baptized members section of the congregation's Membership Register during 2023 by: baptism, confirmation/reception, or transfer; and those persons restored from inactive status, or not counted in last year's membership count.* + 11

5. **Decreases during year:** *All active baptized members lost by death, transferred to another congregation, removed to inactive status in the Register of Church Membership and Rites, removed for other reasons, or not removed from last year's membership count.* - 6

M23 *Add the increases entered in line 4 to Box M22. Then subtract the decreases entered in line 5 for the total active membership as of December 31, 2023*

Total Active Baptized Members (end of report year 2023) = M23 = 399

Communicants in Good Standing of the Reporting Congregation
Baptized members of the reporting congregation who "have received Holy Communion at least three times during the preceding year" and are faithful "in corporate worship, unless for good cause prevented," and "in working, praying, and giving for the spread of the Kingdom of God."

6. Adult communicants in good standing (age 16 and over) = 163

7. Youth communicants in good standing (under age 16) = 2

8. **Total Communicants in Good Standing (sum of 6 and 7) =** 165

Review of Database

9. When was the last time the congregation's database of participants was reviewed and adjusted? [date]
2/1/2024

10. How frequently is the congregation's database of participants reviewed and adjusted?
 quarterly twice a year annually Other: _____

Congregation

City

Diocese

In-Person Worship Attendance

The following attendance questions are for recording in-person worship attendance only. Do not include online participation numbers.

11. Average Weekly Attendance

Include all regularly scheduled worship (Sundays, Weekday Services, Holy Days, or special feasts observed annually). Divide total attendance by the number of weeks.

Total In-person Attendance: 3952 Total # of weeks: 52 = 76

12. Total Attendance for All Non-Regularly Scheduled Worship

(i.e., Burials, marriages, baptisms conducted outside regularly scheduled worship, quinceañeras, etc.)

299

13. Average Sunday Attendance

Sunday (& Saturday Evening) Attendance for In Person Worship. Divide total attendance by the number of Sundays In-Person worship was conducted.

Total In-person Attendance: 3744 Total # of Sundays: 52 = 72

14. Average In-Person Principal Worship Service Attendance on a Weekday

for congregations without Sunday or Saturday evening services. Divide total attendance by the number of weeks.

Total In-person Attendance: Total # of weeks: =

15. Total In-Person Easter Sunday Attendance (including Easter Vigil):

117

16. Total In-Person Christmas Eve and Christmas Day Attendance:

144

How was worship conducted in 2023?

17. Indicate the languages in which worship is conducted:

English Spanish French Haitian Creole Mandarin Tagalog ASL

18. Other Language (please list):

19. In what ways has your community worshipped this year? (check all that apply)

- In-Person Indoors
- In-Person Outdoors
- Virtual
- Hybrid (both in-person and online)

20. Do you track online attendance/participation? Yes No

20a. If yes, how do you count online attendance/participation? Facebook/Zoom/YouTube

20b. Average Weekly Online Participation in Worship (if known): 8

Sacraments & Services: Using the Register of Church Membership and Rites

Provide information for in-person, hybrid, and online separately.

If Eucharist was not celebrated at the congregation's principal services, count the services as Daily Office.

- In-person indicates the service was not available online and was only conducted in-person.
- Hybrid designates that the service was both in-person and online.
- Online means the service was available online only.

	In-Person Services	Hybrid Services	Online Services
21. Total Sunday & Saturday Evening Eucharists	105	53	0
22. Total Weekday Eucharists or other	12	0	0
23. Total Private Eucharists	24	0	0
24. Daily Offices on Sunday or Saturday Evening	0	0	0
25. Daily Offices Held on Weekdays	17	0	0
26. Marriages Conducted in 2023	0	0	0
27. Burials Conducted in 2023	4	0	0
28. Baptisms 16 years and older	0		
29. Baptisms under 16 years of age	1		
30. Confirmations 16 years and older	4		
31. Confirmations under 16 years of age	0		
32. Received by a Bishop	1		

21

Faith Formation:

- 33. Are regular Sunday or weekday adult education programs held? Yes No
- 34. How were religious education or spiritual formation programs held?
 In-person Hybrid Online
- 35. Number of adults engaged in religious education or spiritual formation: 56
- 36. Number of children and youth engaged in religious or spiritual formation: 0

Narrative Questions:

Clergy, Vestry and Staff are encouraged to participate in answering these questions.

- 37. What opportunities and challenges did the congregation face in 2023?

- 38. Looking toward the future, what changes do you hope to see in your faith community?
What does your community need in order to bring about these changes?

- 39. We invite you to tell stories of how you have spent the last year naming, addressing, and dismantling the injustices of racism in yourselves, congregations, and your communities.

Stewardship and Financial Information of the Reporting Congregation

Giving Information for 2023:				
Please indicate the reporting currency: <u>US</u>				
			US DOLLAR	OTHER CURRENCY
Number of Pledges	1. Number of confirmed pledges/commitments for 2023 report year	(1)	78	
Total \$ Pledged	2. Total dollar amount pledged for 2023 report year	(2)	331,258	
Report of Revenues and Expenses for 2023:				
Operating Revenues	3. Plate offerings, pledge payments & regular support	(3)	367,024	
	4. Money from investments used for operations in 2023	(4)	3,115	
	5. Other operating income	(5)	2,710	
	6. Unrestricted bequests used for operations	(6)		
	Subtotal Normal Operating Income (3+4+5+6) = A		372,899	
	7. Assistance from diocese for operating budget	(7)		
	Total Operating Revenues (A + 7) = B		372,899	
Non-Operating Revenues	8. Capital funds, gifts & additions	(8)		
	9. Additions to endowment & other investment funds	(9)		
	10. Contributions & grants for congregation-based outreach & mission programs	(10)		
	11. Funds for transmittal to other organizations	(11)		
	Subtotal Non-Operating Revenues (8+9+10+11) = C			
	Total All Revenues (B+C) = D		372,899	
Operating Expenses	12. To diocese for assessment, appointment, or fair share	(12)	28,217	
	13. Outreach from operating budget	(13)	7,735	
	14. All other operating expenses	(14)	341,882	
	Subtotal Operating Expenses (12+13+14) = E		377,834	
Non-Operating Expenses	15. Major improvements & capital expenditures	(15)		
	16. Expenses for congregation's outreach & mission	(16)		
	17. Funds contributed to Episcopal seminaries	(17)		
	18. Funds sent to other organizations	(18)		
	Subtotal Non-Operating Expenses (15+16+17+18) = F		0	
	Total All Expenses (E+F) = G		377,834	
At Year-End:	19. Total cash in all checking & savings accounts	(19)	168,004	
As of December 31, 2023	20. Total investments at market value (not including cash reported in line 19)	(20)	464,536	

Continuing Stewardship and Financial Information of the Reporting Congregation

Information for 2023:

21. Number of contributing households without a pledge/commitment: 14

22. If the congregation has an endowment or reserve funds, how did usage of those funds in 2023 change compared to 2022?

- Increased
- Decreased
- Same

23. If the congregation takes an endowment draw to fund the operating budget, what was the percentage draw from the endowment for 2023?

(If there are multiple endowment funds provide the average draw percentage) _____

24. How significant is the negative impact of the pandemic on your congregation's finances for 2023?

- Very significant
- somewhat significant
- neutral
- somewhat insignificant
- very insignificant

Comments:

25. Does the congregation have any outstanding debt? Yes No

If yes, how much? (In your currency) _____

What is the debt for? _____

26. What is the financial outlook for the congregation over the next 5 years?

Promising due to more contributors, bequests, and increased attendance which has been enhanced by a new musical director and other factors.

24

Priest(s) Serving this Congregation

Last name of Rector, Vicar, Dean, Priest-in-Charge or interim Thomas	First Name Christopher	Middle Name Blake
Title of position Rector	Year ordained (priest) 2018	Diocese of canonical residence Dallas
Employment status at this congregation: <input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation: 2019	Church pension status: <input checked="" type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active
Name of other congregation(s) currently served by this priest		

Last name of associate priest, assistant priest or curate Waller	First Name Stephen	Middle Name J.
Title of position Rector Emeritus	Year ordained (priest) 1973	Diocese of canonical residence Dallas
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input checked="" type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate Holleman	First Name Virginia	Middle Name Falconer
Title of position Assisting Priest	Year ordained (priest) 2002	Diocese of canonical residence Dallas
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input checked="" type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

If you have more than 4 priests who serve this congregation on a regular basis, complete this form online (where additional blanks will be generated) or attach a page to this paper form.

If you have no resident priest at present, who leads Sunday worship services? (Check all that apply)

- Supply
 Priest(s)
 Deacon
 Lay worship
 Other: _____
 A long-term
 (Give full name of long-term supply)

Deacon(s) Serving this Congregation

Last name of Deacon #1 Smith	First Name Jennifer	Middle Name
<input checked="" type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest) 2017	
Last name of Deacon #2	First Name	Middle Name
<input type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest)	

Name(s) of other congregation(s) currently served by these priests (if any)

Explanation of Unique or Unusual Clergy Situation

Outreach Ministries and Volunteer Activity of this Congregation

Using the boxes below, please indicate whether your congregation provided any of the following community service or outreach ministries during 2023. Leave the row blank if the congregation does not participate in a listed ministry

	Estimated total number of volunteers involved	Estimated number of new volunteers this year	Estimated number of people served per month	Does the congregation donate space for this ministry?	Does the congregation make financial or in-kind donations for programs provided by others?
	#	#	#	Yes or No	I=In-kind F=Financial B=both
1. Food pantry, soup kitchen or meal projects	10		200		
2. Sustainable food garden/cooperative (such as "Farm to Tray")					
3. Cash, vouchers or help with rent/utilities					
4. Day care, pre-school, before or after-school programs					
5. Tutoring or literacy programs					
6. Health programs (parish nurse, clinics, health education, etc.)					
7. Community organizing, organized social issue advocacy					
8. Job placement, job training, employment counseling					
9. Building projects (such as Habitat for Humanity)					
10. Support groups (bereavement, divorce, job loss, 12-step, etc.)	1		10		
11. Programs for the elderly and homebound persons					
12. Clothes closet, thrift store					
13. Homeless or no-freeze shelter					
14. Overseas sponsorship or partnerships, Sister parish or Diocese relationship					
15. Refugee resettlement					
16. Ecumenical or Interfaith Partnerships					
17. Other, not listed.					

In the past year, has the congregation completed or reviewed its profile of domestic and global mission activities on the Episcopal Asset Map, a joint project of The Episcopal Church and Episcopal Relief & Development?

Yes No

20

Mission and Outreach 2/12/2024

1. We have eight committee members:

Janet Elsea

Alyssa Abadinsky

Rene Aguirre

Mr. Virginia Holleman

Dcn. Jennifer Smith

Fr. Steve Sale

Stephen Toon

Randy Hering

2. Homeless Count issue reported – We registered too late to be effective-Jami
3. Cathedral of Hope Blessing Bag event-When is the next one?
4. KB Polk-How can we help?
5. Pride Festival-Pairing with COH-Jennifer
6. Possible new ministry-Mentor 2.0-Alyssa

rusty.rippamonti@gmail.com

From: rusty.rippamonti@gmail.com
Sent: Sunday, February 18, 2024 3:58 PM
To: 'Christopher Thomas'
Cc: 'JOE DEUPREE'
Subject: FW: Draft Motions for next Vestry meeting on February 20
Attachments: Rev. Fidelity Bank Resolution 2024.docx

Please include this draft motions in the vestry packet

From: rusty.rippamonti@gmail.com <rusty.rippamonti@gmail.com>
Sent: Thursday, February 15, 2024 6:26 AM
To: 'JOE DEUPREE' <jdeupree953@gmail.com>; 'Janet Page' <janetepage@icloud.com>; 'Christopher Thomas' <christopher@thedoubter.org>
Cc: al.galue@gmail.com
Subject: Draft Motions for next Vestry meeting on February 20

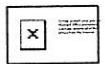
Draft Motions for next Vestry meeting on February 20, 2024

I _____ move that in accordance with a recommendation of the Parish Budget and Finance Committee that the 2023 year-end SURPLUS of \$2,764.48 be transferred into Account 3010 "Reserve Fund".

1. I _____ move that in accordance with a recommendation of the Parish Budget and Finance Committee that the AV equipment in the Parish Hall be updated and the costs for said updating (approximately \$1000) to be paid out of the restricted account 3091 "Knight Flake Organ/Garden Fund".
2. I _____ in accordance with a recommendation from the Treasurer, Sr. Warden, Jr. Warden, Rector and Chancellor that the attached Banking Resolution for the Fidelity Brokerage Services LLC Account pertaining to authorized representatives for said account be adopted by the Vestry and said Resolution be certified by the Clerk of the Vestry and submitted to Fidelity by the Treasurer.

If you have any questions email me or call me

Sincerely,
RustyRippamonti
Chancellor



Virus-free www.avg.com

BLACK OAKS

Okay, not one can write a symphony, or a dictionary,
or even a letter to an old friend, full of remembrance
and comfort.

Not one can manage a single sound, though the blue jays
carp and whistle all day in the branches, without
the push of the wind.

But to tell the truth after a while I'm pale with longing
for their thick bodies ruckled with lichen

and you can't keep me from the woods, from the tonnage
of their shoulders, and their shining green hair.

Today is a day like any other: twenty-four hours, a
little sunshine, a little rain.

Listen, says ambition, nervously shifting her weight from
one boot to another—why don't you get going?

For there I am, in the mossy shadows, under the trees.

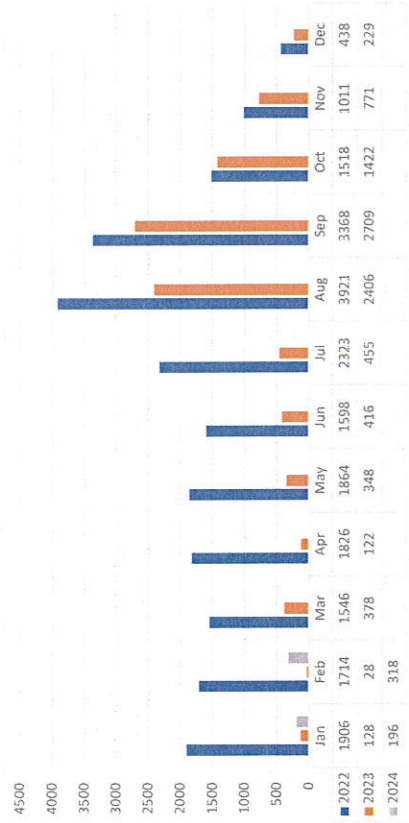
And to tell the truth I don't want to let go of the wrists
of idleness, I don't want to sell my life for money,
I don't even want to come in out of the rain.

METER	2024		2023		2022	
	Usage 100 Gals	Water Usage Charge	Usage 100 Gals	Water Usage Charge	Usage 100 Gals	Water Usage Charge
ALL						
Jan	196	\$ 109.84	128	\$ 50.54	1906	\$ 1,962.75
Feb	318	\$ 221.11	28	\$ 9.91	1714	\$ 1,758.30
Mar	0	\$ -	378	\$ 279.31	1546	\$ 1,570.48
Apr	0	\$ -	122	\$ 46.18	1826	\$ 1,879.95
May	0	\$ -	348	\$ 249.06	1864	\$ 1,919.46
Jun	0	\$ -	416	\$ 331.56	1598	\$ 1,625.54
Jul	0	\$ -	455	\$ 375.17	2323	\$ 2,434.95
Aug	0	\$ -	2406	\$ 2,661.24	3921	\$ 4,196.06
Sep	0	\$ -	2709	\$ 3,013.58	3368	\$ 3,592.90
Oct	0	\$ -	1422	\$ 1,525.94	1499	\$ 1,527.41
Nov	0	\$ -	771	\$ 765.86	1011	\$ 1,026.10
Dec	0	\$ -	229	\$ 118.75	438	\$ 347.52

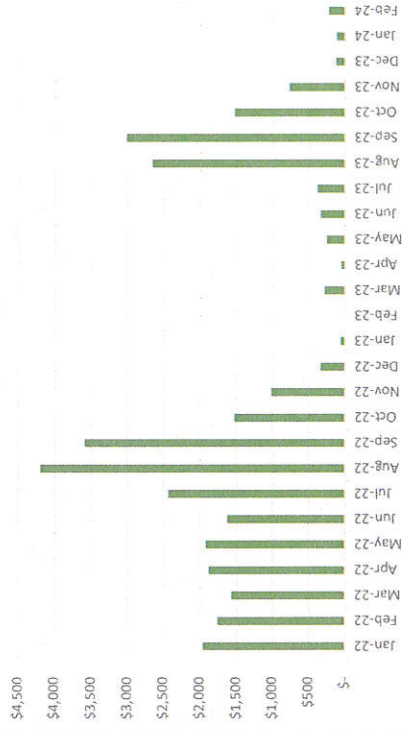
Water Usage per (100 gals)



Water Usage per (100 gals) Monthly Comparison



Usage Charge





EPISCOPAL CHURCH OF
ST. THOMAS THE APOSTLE

6525 Inwood Road
Dallas, Texas 75209

VESTRY

Alyssa Abadinsky
Rene Aguirre
John Billingsley
Hampton Burwick
Janet Elsea
Dan Hall
Jerry Knight
Jami Mifflin
John Van Buskirk

EX-OFFICIO OFFICERS

Joe DeuPree
Rusty Rippamonti
Wynne Voorhees

CLERGY & STAFF

Laura Giffin
Joe Henry
Virginia Holleman
Andy McCarthy
Jennifer Smith
Steve Sprinkle
Lee Swift
Christopher Thomas
Stephen Waller

ENDOWMENT FUND COMMITTEE

Keith Carney
Paul McCright
Wynne Voorhees

The Baptismal Covenant

A Prayer for Daily Use

Holy and gracious, life-giving God,
Creator, sustainer, and redeemer of all:

- Help me today to continue in the apostles' teaching and fellowship, in the breaking of the bread, and in the prayers;
- Help me today to persevere in resisting evil, and, whenever I fall into sin, repent and return to you;
- Help me today to proclaim by word and example the Good News of God in Christ;
- Help me today to seek and serve Christ in all persons, loving my neighbor as myself;
- Help me today to strive for justice and peace among all people, respecting the dignity of every single human being;

For it is in doing these things that I become more and more like your Son Jesus Christ, transforming myself, and the very world around me.

Amen.