

# Emanuel Lutheran Church



## 2021 ANNUAL CONGREGATIONAL MEETING

SUNDAY, February 07, 2021

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## **Annual Meeting Agenda**

1. Opening Devotions
2. Attendance Count & Confirmation of Quorum (*11 needed for Quorum*)
3. Acceptance of 2020 Annual Meeting Minutes
4. Pastor's Report
5. Committee / Organization Reports
  - Christian Education
  - Ellie's Sewing Circle
  - Mission Endowment Fund
    - Nominations & Elections for the Mission Endowment Committee
  - Property
  - Food Pantry
  - The Wallace Anderson & John Carlson Calumet Campership Fund
  - Worship & Music
6. Joyful Noise Report
7. Financial Audit Report
8. Financial Secretary's Report
9. Treasurer's Report
10. Proposed Budget for 2021
11. Church Council Nominations & Election
12. New England Synod Assembly Delegate Nominations & Election
13. Any other items of business
14. Closing Prayer & Benediction

## 2020 Annual Congregation Meeting Minutes

- Opening Devotions
  - The meeting opened at 12:29 p.m.
  - Pastor Todd opened with devotions based on the Affirmation of Baptism
- Attendance Count & Confirmation of Quorum (*18 needed for Quorum*)
  - 37 People were present
- Acceptance of the 2019 Annual Meeting Minutes Accepted
  - The congregation was reminded that the minutes are reviewed by the Council at their February meeting following the Annual Meeting and then approved at the next year's annual meeting.
- Pastor's Report
  - The Pastor gave a slide show for his report, highlighting events and ministries from 2019, Emanuel's 133<sup>rd</sup> year. Among them were:
    - i Epiphany Celebration – January 6<sup>th</sup>
    - ii Children-led worship
    - iii Creation of Beth's Corner in the back of the sanctuary
    - iv Reforming the Youth group
    - v Holy Humor Sunday
    - vi Ping Pong Tournament
    - vii 5 Confirmations for 2019
    - viii Church Picnic attendance was much higher this year – hosted at the church
    - ix Ellie's Circle teamed up with a girl scout troop to create more blankets
    - x Started providing the meals for the homeless
    - xi Helped 70 families through the Christmas Giving Tree
    - xii Linda Nunez auctioned a quilt Sharon Daniel's name, proceeds went to Endowment Committee
    - xiii 6 baptisms, 1 wedding, 4 funerals
- Committee/Organization Reports
  - Christian Education Marge LeBeau Reported
  - Ellie's Circle
    - i Used several Thrivent grants and received materials from the RI Linus Program
    - ii Turned in over 167 blankets for 2019
  - Mission Endowment Fund
    - i Last year the total amount of the fund went down so they weren't allowed to donate any money this year
    - ii Elaine Marsh and Carol Swanson became new members
    - iii Hannah Haas accepted as new member

- Property
  - i Information can be found in the meeting packet
- Food Pantry
  - i Information can be found in the meeting packet
- Scrip Program Pastor Todd Reported
  - i Looking for someone to take over the program
- Shepherding Committee Marge LeBeau Reported
  - i 22 mailings a month
  - ii Ran the yard sale and distributed the money to various places in the congregation
  - iii Also ran the giving tree
  - iv Ran a fundraiser at 5 Below and collected almost \$300
- Smorgasbord Pastor Todd Reported
  - i Sabrina Sargent will be running the Smorgasbord again this year (collected over \$1,000 last year)
- Wallace Anderson and John Carlson Calumet Campership Fund Pastor Todd Reported
  - i Last year only one child went to camp
  - ii Because of small usage and a growing stock market the fund grew this past year.
- Worship and Music Pastor Todd Reported
- Joyful Noise
  - They are looking for a volunteer to join the Joyful Noise Board
- Auditors Report Ray Nunez Reported
  - No issues identified
- Financial Secretary's Report
  - Continue to provide statements of giving to the individuals in the congregation
- Treasurers Report
  - Total giving is down about \$7,000 – with the biggest contributors being regular giving with a decrease of \$3,500, and fundraising down about \$4,000
  - Last year we had reduced the Outreach, Ministry and Staffing, Facilities, and Programming budgets for a total decrease in the budget of about \$11,000
  - Estimated Mortgage payoff date of 9/15/2020
  - Endowment increased by about \$10K in 2019
  - Savings 2019 ending value of about \$60.6K, with about \$20K in available funds.
    - i Strength in the economy helped us only take a \$2K loss in total savings
- Finance Committee
  - 2020 Budget Accepted
- Church Council Nominations and Election

- i Pastor Todd Stange
- ii Danielle David
- iii Jim Duprey
- iv Myron Gadoury
- v Sandra Malouin
- vi Walter Phaneuf
- vii Ida Zecco
- viii Raymond Nunez
- ix Christine Shurtleff
- x Glenn Johnson
- xi Pat Johnson
- xii Elaine Marsh
- xiii Ken Weiboldt
- xiv Sue Weiboldt

xiv.1 Motion to accept the Council seconded and passed.

- New England Synod Assembly Delegate Nominations & Election Pastor Todd Reported
  - Ida Zecco, Donna Sennett, and Danielle David were willing to attend this year.
- Any Other Items of Business
  - No Other Items to Report
- Closing Prayer and Benediction

The meeting closed with prayer at 1:42 p.m.

## **Pastor's Report**

Emanuel,

2020 was quite a year. It started with great communal festivities. On Epiphany we hosted St. Paul Bethany and Pilgrim Lutheran churches to a wonderful service of singing and the Epiphany message that God's light has come to dwell among us. There was a great joint choir that evening.

In 2020 there were a lot of new members on council. In February we met energized for the year ahead. Writing down my hopes for council in the coming year I wrote (and I kid you not) - *"Try having a council meeting where everyone is at home doing it over video conference."* Success! In April we began holding council meetings over Zoom.

It was on the 2<sup>nd</sup> Sunday of Lent, March 8<sup>th</sup>, that we had our last full in-person worship service. That week the COVID pandemic took hold and we began the process of figuring out the best way to gather as a congregation, hear the Word of God, and keep everyone safe.

The first week we just videotaped the sermon and posted it online. But by the following week we had discovered Zoom. Every week we learned new things and made improvements. Many people helped with this. Special thanks to Mike Gadoury, Jim Meriano, Glenn Johnson, Bob Maine, Sue Wieboldt and Myron Gadoury for helping diagnose and fix the obstacles that came up.

In June procedures were developed for re-opening the building, and by July we were welcoming people back to worship in-person on a limited basis. This continued to mid-November when the pandemic intensified and we had to adjust once again how we worshipped.

In the midst of all this we managed to pay off Emanuel's mortgage. We began the campaign to burn the mortgage back in 2017. Many people contributed large and small amounts during the three years of the campaign. Thank you! On August 17<sup>th</sup> we made our final payment, paying off the mortgage two years early. This frees up over \$20,000 in our yearly budget that can now be used to support other ministries.

Emanuel was not untouched by the pandemic's death toll. In late November Jane Wahl, a long time member and friend, died of COVID. During the pandemic there were quite a few people who we said good-bye to and held funeral services for. But there were also babies born and baptized. We even celebrated a wedding at Emanuel during the pandemic.

This past year was Chuck's 25<sup>th</sup> year as Emanuel's Minister of Music. In July he announced he would be retiring. One of the best things of 2020 was getting to tell Chuck how much he has meant to me and Emanuel, and seeing his reaction to the tribute video and the outpouring of thanks and love for him at his send-off. His last Sunday at Emanuel was December 27<sup>th</sup>.

In the coming year I look forward to getting to know our new Minister of Music - Mary-Katherine Fletcher. I also look forward to returning to in-person worship. Hopefully as vaccines become more widely distributed - it will become safe once again to worship in person. We will then have the challenge before us of determining what parts of our new way of worshipping we should keep moving forward - and which parts we should discard. Should we continue with Zoom?

Should we continue to post videos of the service online? How should Sunday school and confirmation be structured? Should we keep the windows open? Should we continue to wear masks? How should we share the peace? Should we drink from the common cup again?

There will be many things to figure out this coming year. I am grateful that I get to figure them out with you. God bless you.

Your brother in Christ,  
Pastor Todd Stange

## **2020**

### **Baptisms:**

- Molly Elana Beaudoin
- Marsali Anne Lucille Beaudreau
- Maxmillianno Pavao

### **Weddings:**

- Courtney Jacob and William Dunn

### **Funerals:**

- |                        |                     |
|------------------------|---------------------|
| ● Deborah A. Boudreau  | ● Charles J. Menge  |
| ● Oscar S. Carlson Sr. | ● Robert H. Read Jr |
| ● Cheryl M. Hayes      | ● Mark S. Richard   |
| ● Arlene L. Hebert     | ● Elsie F. Vaughan  |
| ● Edith E. Kinney      | ● Jane W. Wahl      |
| ● Josef H. Lopatka     | ● David G. Williams |

## **Christian Education Report**

The 2020 Christian Education Committee wishes to thank the dedicated assistance of multiple volunteers who generously offered their time and talents. A sincere debt of gratitude is offered to all for their leadership.

To the CE standing committee members Sue Meriano and Pastor Todd Stange a sincere thanks for attending monthly planning and discussions on how to proceed in a very challenging year. Enormous thanks goes to adjunct members who have



capably lead our various ministry programs:

Carolyn Duprey: Shepherding;  
Rebecca Nunez, Pastor Todd and Chris & Sarah Lanctot: Youth of Emanuel;  
Michael Gadoury: Library & Safe Church Liaison;  
Elaine Johnson: Baptismal Ministry;  
Sue Meriano: Sunday School & Children's Church;  
Linda Nunez: Adult Book Club;  
Ray Nunez: Sunday Morning Bible Buzz;  
Kathy Plante: Sunday Morning Bible Chat;  
Donna Sennett: Elder Ministry;  
Pr. Todd Stange, Evening Forums & New Member Ministry.

Adult Education – Pastor Todd [EF], Kathy Plante [BC], Ray Nunez/M. LeBeau [BB]  
p=participants

- Evening Forums – *Exploring Justice* [Feb-Mar] – 10p [in person]; *Book of Revelation* [May-Jun] – 8p [on line]; *Christianity in Five Stories* [Sept-Oct]-10p [on line]
- Bible Chat – *Gospel of Mark* – [Feb-Jun] went to an online closed format for Emanuel members; Kathy Plante resigned her capable leadership of two years in August 2019.
- Bible Buzz – January: *Anna – Prophetess* – 5p; February: *Herod Antipas*-5p;
  - March – December: Hiatus due to Covid

Baptismal Ministry – Elaine Johnson

- 22 baptismal remembrance cards sent out via snail mail for the year
- Card replacement mailed

Childhood Ministry – Sue Meriano: Teaching & Support Staff:

- Staffing: *Jan-Jun*: Carolyn Duprey, Pat Johnson, Jim Meriano, Michael Meriano, Sue Meriano, Pr. Todd Stange, Andrea Ucci, Lynne Wolff, and Ida Zecco
- Staffing: *Sept – Dec*: Carolyn Duprey, Jim Meriano, Michael Meriano, Sue Meriano, Pr. Todd Stange, Lynne Wolff
- Sparks Curriculum in use: Orange Year
- Safe Church Refresher Training – September for 6 staff
- Classes: Jan – Feb. Sunday school in person classes in the basement and Carlson Hall
- Worship: Children's Sunday, Jan 26 – 9p
- Classes: March – June classes go remote via zoom; lessons snail mailed
- June-Aug: planning for fall opening with Covid precautions
- Sept. – Oct.: In person classes in Carlson Fellowship Hall with Covid precautions
- Nov.7 – Dec.: Sunday school returns to virtual classes with mailings
- Dec. 24: Virtual video Christmas pageant during 4pm service

#### Children's Church - Sue Meriano

- Support Staff: Joann Powers, Donna Sennett, Jill Stange, Pat Winiarski
- Jan – Feb.: Holy Moly Curriculum in use
- Mar – Dec.: Hiatus – pastor continues children's sermons during 10:30 service

#### Confirmation Ministry – M. LeBeau

- Teaching Staff: *Catechism Year*: Jan – June: Ray Nunez, Kathy Garriott, Kathy Marco Substitutes: Jim Duprey
  - Jan – Feb. In person classes Sunday morning 9:15 – 10:25 twice a month
  - Mar. – June - classes move to virtual learning via "Zoom"; lessons emailed prior to discussions
  - Parents As Partners Program lesson development for Catechism Year completed
  - June – Aug. : plans for fall opening with Covid precautions
- Teaching Staff: *Theological Year*: Sep-Dec: Pr. Stange, Kathy Garriott, Kathy Marco
  - Sept. – Oct.: In person classes in Jacob's Hall with Covid precautions
  - Nov.7 – Dec.: Classes return to virtual lessons with mailings

#### Elder Ministry - Donna Sennett: Committee: Barbara O'Connor & Ida Zecco

- Committee started year with 14 list mailings; ended the year with 13 mailings per month
- 12 greeting cards were mailed each month for a total of 144 cards for the year
- 12 birthday greetings were sent for the year
- Cards were donated to the committee for mailings
- Occasionally phone calls and visitations were made
- Donna Sennett resigned her capable leadership of this committee in November
  - Marge has assumed responsibility as temporary coordinator
- Pat Winiarski joined in December as a committee member

#### Library – Michael Gadoury

- Books and historical documents continue to be shelved and culled
- March - culled books removed from upstairs hallway and recycled

#### Music Drama Camp – Pr. Todd/ M. LeBeau/ S. Meriano

- Jan. – April planning continued for camp
- May: Camp officially cancelled

#### New Member Ministry – Pr. Todd Stange

- Feb.: *Baptized We Live* adopted as official new member packet
- March: Trifold informational handout developed but tabled until post-Covid

#### Readers of Emanuel – Linda Nunez

- *The Heretics Daughter* – Kathleen Kent

- *Holy Envy* – Barbara Brown Taylor - no discussion group was held
- March – hiatus UFN

Safe Church – Marge LeBeau: Committee: Michael Gadoury

- Feb.: New web BCI check program set up by Michael Gadoury
- New BCI check application form instituted
- Aug.: Prep of refresher program for Sunday school and Confirmation teachers
- Sept. Refresher program and signatures for all Sunday school and Confirmation teachers completed

Shepherding – Carolyn Duprey: Committee: Diane Gadoury, Elaine Johnson, and JoAnne Powers

- Committee started year with 20 list mailings; ended the year with 11 mailings per month
- Cards were donated to the committee for mailings and a \$100 worth of stamps was donated for use
- Encouragement Cards – 238 mailed for the year
- Birthday Cards – 17 mailed for the year
- 36 Wellness checks via phone for folks on the list
- 18 Wellness checks were requested for folks not on the list
- 54 Total of Wellness checks for the year
- Diane Gadoury and JoAnne Powers resigned from the committee in December
- Claire Leveillee and Elaine Marsh joined as new committee members for 2021
- Committee has 40 stamps remaining to carry into 2021

Youth Ministry – Pastor Todd Stange

- Staffing: Rebecca Nunez, Chris & Sarah Lanctot, Pr. Todd Stange
- Jan.: yearly planning begun
- March: Event schedule tabled until post Covid

Respectfully submitted, Christian Education Committee 2020

## **Ellie's Circle Linus Blanket Project**

Ellie's Circle Linus Program at the present time is indefinitely on hold due to the virus. Our last meeting was March 11, 2020. We had two months before that when we were able to finish 75 to 80 blankets. We were unable to turn them into the program since Blanket Day was cancelled in March.

There are two blanket days a year where all the groups send in their blankets. The National Blanket Program is closed down. Ellie's Circle is closed down and no further date known.

Gwen Andersen

## Mission Endowment Fund

We welcomed two members to the committee this year: **Hannah Haas** and **Carol Swanson**. Carol had stepped in the previous year to take over Beth Groleau's term. In 2020 she began a full three year term on the committee. Welcome! We had the largest amount in the history of the endowment fund to distribute this year \$5,418. In August we met over Zoom (because of COVID). At the meeting we decided to distribute the funds to five organizations:

\$1,084 RI Food Bank  
\$1,084 Help the Homeless RI  
\$1,084 RI Coalition for the Homeless  
\$1,083 ELCA Lutheran Disaster Response  
\$1,083 Emanuel's Building Fund

In 2020 we received donations in memory of Sharon Daniels from the raffling of a quilt made by Linda Nunez and from Danielle David. Thank you! Also, after the Scrip program was phased out in 2020, the decision was made to transfer the program's profits \$3,036.27 into the endowment fund.

Emanuel's Mission Endowment Fund had gains of \$9,322.82 in 2020.

2019 Ending Balance	\$73,883.50
Donations	\$395.16
Transfer from Scrip account	\$3,036.27
Withdrawal for 2020 Distribution	(\$5,418.00)
Earnings	\$3,118.27
Growth	\$6,204.55
2020 Ending Balance	\$81,219.75

<b>Total Earnings and Growth</b>	<b>\$9,322.82</b>
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Per the rules laid out in the constitution 50% of this gain = **\$4,661** will be distributed follow these guidelines:

- Minimum of 20% for outreach into the local community as the committee determines;
- Minimum of 20% for ministries within the New England Synod, ELCA or ELCA Church wide ministries as the Committee determines;
- Minimum of 20% for extraordinary programs / capital improvement or other ministry initiatives within this congregation;
- Remaining 40% distributed through any of the above categories.

There is one open slot on the Endowment Committee this year. Carol Johnson has served two full 3 year terms and will be stepping down. Nominations and an

election will occur at the annual meeting.

Past contributions to the Endowment Fund have been made by or in memory of the following:

Doug & Lois Grant  
Vera Erickson  
Roy Anderson  
Carpenter Jenks Funeral Home  
Michael & Beth Groleau  
Glenn & Carol Johnson  
Bob & Helen Maine  
Karen Roessner  
Barbara Carlson  
Dan McCarthy  
Ray & Linda Nunez  
Sharon Daniels  
Danielle David

## **Property Report**

Most projects this year at Emanuel revolved around the pandemic. We maintained the building when repairs were needed. New led lighting was added to the Sanctuary and outside the Day care. Many interior lights were also changed out to led fixtures which don't require bulbs.

This year we installed gutter guards on most of our gutters so we don't need to clean them out every year.

Joyful Noise stayed open much of this year but maintenance persons were not allowed to have anyone enter over 65 so issues were handled in off hours. A number of heat issues were resolved with zone valve replacements, new thermostats, and stuck valves.

A trench on side of church front was dug and screen applied to prevent an identified rodent infestation from coming into the day care through the stone foundation.

Parking lot continues to deteriorate and more sink holes were repaired by filling with cement. We received quotes for a new paved parking lot at a cost of \$62,000.00. At this time it is just an asthetic issue and the parking lot is usable.

Roofing experts have evaluated our roof and the consensus is we have 1 to 5 yers before we start having interior damages from the degrading shingles. New

roofing has a price of \$56,000.00 so we should make an effort to save for this and do it before it causes damage to our interior.



As the church went to Zoom we had to improve our video and sound capabilities. New wiring installed ,new laptop, amplifiers and cameras etc. This was a long process and Michael was very diligent about doing it all at lowest cost possible.

In order to safely hold worship service we fabricated plexiglass barriers for the pulpit, altar, organ, and rear of sanctuary so Pastor, singers, and lesson readers would not spread the covid with their masks off. Tape markers were applied to carpets for 6 ft social distance as well as arrows for direction of travel. Carlson Hall was set up with proper spacing of chairs and tables for Sunday school. Fans were set up in windows for cross ventilation blowing out and drawing new air in from opposite side.

We had a very hard time buying cleaning supplies and disinfectants but we got them. Sanitizing stations were fabricated and installed as well.

Three new Custodians were hired. Jacob and Joshua Delmastrogh and Pat Winarski. Every time a new group uses the Church it has to be cleaned before anyone else can use the area. This was an unplanned for cost due to the pandemic.

We held a work party to clean up the courtyard and everything was mulched. It looked very nice. There is a lot of outside work to do but its hard during the pandemic to get people together after the numbers spiked. We hope to address these issues this summer. If all goes well this spring we will have another cleanup to address the leaves from fall and do some power washing of the church siding.

Myron Gadoury

Property Chairman

## **Food Pantry Report**

Emanuel's Pantry has been operating each week through the pandemic without missing a week. The need has been great as many are found out of work and without money.

We have expanded our area to include Warwick, West Warwick, Coventry, East Greenwich, West Greenwich, and Exeter.

We have received many grants, donations and free food from Rhode Island Food bank as well.

Our distribution is non contact and our patrons line up outside 6 ft apart and come to the blue door entrance to pick up their food off a cart. We have been ramping up



distribution and have received in over 140,000 pounds of food. Each month sees us distributing more. Our last month in December we gave out over 23,000 pounds of food that month alone.

Many thanks to all who donated money for the Thanksgiving and Christmas food baskets. It was a success and no one was turned away.

As the cold weather was upon us we received a \$3000.00 to purchase patio heaters and propane to keep our patrons warm while waiting in line.



As the Church has been closed we have had full use of the Carlson Hall and it has been filled to capacity for distribution.

I can say with confidence that there is no reason anyone should be without food in Rhode Island. It takes time for the Government to get rolling but once it does it is a steam roller and has supplied us with so much food.

The homeless meals were not allowed at our indoor area so we didn't skip a beat and Homeless RI received permission from the town to serve the meals at the Gazebo in Artic. We serve about 50 meals on Sundays. Emanuels meals are usually a hot home made meal prepared by Kathy Plante, Pat The Johnson, Julie Carroccia, and myself.



We look forward to things getting back to normal so we can slow down a bit. A typical week we will put in about 150 man hours to run the program.

I wish to thank all our volunteers on the Food Pantry Committee:  
Janet Delmastro Gough -Anna Skorski-Amber Leddy-Sandy Malouin-Julie Carroccia-Joanne Powers-Deidra Delmastro-Steven Wilson-Paul Moore-Ray Nunez-Linda Nunez-Mark Melanson-Cathy Repose-Robin Newcomb- Kathy Plante-Pat The Johnson-Andrew Plante. These volunteers are incredible and they work tirelessly.

Myron Gadoury

Chairman, Emanuel's Food Pantry

## **The Wallace Anderson & John Carlson Calumet Campership Fund**

Emanuel's Wallace Anderson and John Carlson Calumet Campership Fund was setup to help make Camp Calumet more affordable for the children of Emanuel. Each year a portion of the funds are given to families to defer the cost of camp.

In 2020 due to the COVID pandemic Calumet, like many camps, did not run their residential camps. Because of this no money was spent out of the campership fund. There is ample money to help send children and possibly adults to camp. Calumet runs adult and family programs year round.

**Starting** Balance on January 1, 2020 = **\$25,839.91**

**Ending** Balance on December 31, 2019= **\$29,354.18**

The funds the campership fund is invested and gained \$3,514.27 in value during 2020. The Campership funds are kept in Emanuel's Thrivent Account and are invested in mutual funds.

Camp Calumet is committed to the idea that finances should **not** prevent anyone from attending camp. In addition to Emanuel's campership fund, Calumet also has its own campership fund to help defer costs even more. These funds can be applied for as part of the camp registration process.

If you or someone you know are interested in attending Camp Calumet, please let pastor know so they can take advantage of Emanuel's Wallace Anderson & John Carlson Calumet Campership Fund.

This fund is overseen by the Calumet Campership Fund Committee. The committee raises money for the fund (*sometimes*), promotes awareness of the fund and oversees distribution of its funds to campers.

2020 Committee Members:

- Barbara Carlson
- Pastor Todd Stange

If you are interested in serving on the Campership Fund Committee, please let Pastor know. Thank you.



## **Worship & Music**

The Worship and Music Committee meets monthly. Our goal is to create worship that is engaging, spurs imagination, faith and participation. It takes many hands to make worship possible at Emanuel - even during these COVID times.

### **Epiphany**

Epiphany 2020 was on Monday, January 6<sup>th</sup>. 60 people from Emanuel, St. Paul & Bethany and Pilgrim Lutheran churches came out for the service.



On January 19<sup>th</sup> we celebrated the idea that Jesus came into the world for all people and all nations by laying out a gigantic map in front of the altar. People were invited to come forward and place a rock on the map where they felt called to pray for the people who lived there.

Emanuel's Sunday School children helped lead worship on January 26<sup>th</sup>.

### **Lent**

Ash Wednesday was on February 26<sup>th</sup>. As is the tradition the Sunday school children along with Pastor Todd made ashes by burning the previous year's Palm Sunday palms. These ashes were placed on foreheads with the words, "From dust you come and to dust you shall return."

We continued the tradition of handing out forged nails on Ash Wednesday and invited people to carry them with them throughout the Lenten season.

Thank you to Sue Wieboldt for making a wonderful Lenten altar display of wooden crosses.

Midweek Lenten services were held during Lent: Holden Evening Prayer and Taize.

It was during Lent that the pandemic hit. We went to worshipping online on March 15<sup>th</sup>.

### **Holy Week & Easter**

Holy Week services were done over Zoom. On Good Friday people from their homes read the different stations of the cross readings. A video of the cross procession was made and played during the service.

Our Easter service over Zoom drew people from many states outside of Rhode Island.

During the early days of the pandemic a variety of singers pre-recorded songs for worship. Thank you to Song Edwards, Ida Zecco, Maren Nelson Marge LeBeau, Jake & Rachel Johnson, Langdon Clough, Carly Stange, Birgitta Whited, Jim Meriano, Donna Sennett, Don Schabek, Carolyn Duprey, Maya and Mike Grandy and whoever else I may be forgetting - thank you!

### **Pentecost & the Time after Pentecost**

During the summer we continued with Zoom, but added in person worship on a limited basis as well. This presented a number of technical challenges, which took about a month to work through. Special thanks to Michael Gadoury and Jim Meriano - and everyone's patience.

On Pentecost we finished our 4 year experiment with the Narrative Lectionary (the schedule of Sunday readings). In June we returned to the Revised Common Lectionary (RCL) - which is more commonly used.

In July Chuck announced that he would be retiring after 25 years at Emanuel.

### **Advent**

During the 4 Sundays of Advent as we lit the candles of the Advent Wreath and each week O Come O Come Emanuel was played by a different person on a different instrument.

During Advent we held midweek Holden Evening Prayer service over Zoom. Cantor duties were shared between Don Schabek and Langdon Clough.

On Sunday December 22<sup>nd</sup> after worship we surprised Chuck with variety of gifts including a tribute video. Many people from Emanuel's present and past came back to say thank you and express their love for Chuck. The council named Chuck Mello our Minister of Music Emeritus.

## **Christmas**

The Christmas pageant this year was broken into scenes and assigned to families. Customs were distributed and families filmed their scenes. All the videos were then compiled into the final Christmas pageant video that was shown on Christmas Eve.

On Christmas Eve we had just one service at 4pm over Zoom. The service included the traditional Swedish Hosiana, a candlelight Silent Night and the children's Christmas pageant. It was a beautiful service. The service was posted on the internet for those who wanted to watch in later in the evening.

The 1<sup>st</sup> Sunday of Christmas 12/27 was celebrated with a lessons and carols service. Many singers lent their voice. Singers were spread out in different parts of the sanctuary and even Jacobs Hall. This was Chuck's last official service.

Our average worship attendance in 2020 was 53. This includes Zoom connections, but does not include views of the worship video that is posted to the internet.

## **Financial Audit Report**

### **Emanuel Lutheran Church - New England Synod For the period beginning January 1, 2019 and ending December 31, 2019**

With this report, the Audit Committee presents its audit of the financial books and records of the congregation and all its related organizations to the Church Council.

### **Audit Objectives**

The audit objectives related to the internal audit of Emanuel Lutheran Church's financial books, records and operations include determination that:

- All assets and liabilities recorded in the congregation's books and records are supported by appropriate independent documentation (i.e., bank statements and vendor invoices);
- All general ledger balances are appropriately reconciled to their underlying assets (i.e., bank statements) and liabilities (i.e., accounts payable) in a timely and accurate manner;
- All donations are properly classified on the financial statements in line with the donor's intent;

- Appropriate procedures are in place governing key financial operations and are being complied with;
- Proper segregation of duties are in place for all key financial transactions and are not being circumvented;
- Controls governing the congregation's investments and bank accounts are in place and operating as intended;
- The Sunday (or special) offering is handled and counted in dual custody;
- All monies generated and expenses incurred as a result of special events are properly accounted for and can be traced back to the general ledger;
- All major capital expenditures have been approved by the governing body (i.e., Church Council) called for in the congregation's by-laws;
- Expenses are appropriately approved and supported by the appropriate documentation;
- Controls over the payroll process are in place and operating as intended;
- All vendors receiving a payment in excess of \$600 annually receive a 1099;

#### Audit Conclusion

Based on audit work performed to achieve the objectives listed above, the books and records of Emanuel Lutheran Church were found to be materially accurate in all respects. Auditing performed also found that the controls governing the financial operations process appear to be in place and operating as intended. For further safety, it is recommended that regular backups of computers be made and kept offsite.

The auditors have performed the procedures and testing called for in the audit program adopted by the congregation. In doing so, the auditors have reviewed the procedures governing the financial reporting and operations process and has found the balances presented to be correct, procedures proper, and records properly kept, except as noted above.

#### Audit Committee

Ray Nunez – Chair  
Rebecca Nunez

**Emanuel Lutheran Church**  
 9 New London Ave  
 West Warwick, RI 02893-4094  
 Todd M. Stange, Pastor

Income statement for year ending Thursday, 31 December 2020

Category	Earmarked	Total
1 Pledge	<input type="checkbox"/>	\$168,026.39
2 Loose	<input type="checkbox"/>	\$3,348.64
3 Church School	<input type="checkbox"/>	\$51.00
4 Reimbursement	<input type="checkbox"/>	\$13,031.87
5 Adjustment	<input type="checkbox"/>	\$29.00
6 Pledge, last year	<input type="checkbox"/>	\$50.00
7 Christmas, last year	<input type="checkbox"/>	\$50.00
9 Memorial	<input checked="" type="checkbox"/>	\$1,530.00
11 Sanctuary lamp	<input type="checkbox"/>	\$50.00
12 Flowers	<input type="checkbox"/>	\$80.00
13 Coffee hour	<input type="checkbox"/>	\$102.03
15 Envelopes	<input type="checkbox"/>	\$65.00
16 Lent	<input type="checkbox"/>	\$610.00
18 Easter	<input type="checkbox"/>	\$726.00
19 Thanksgiving	<input type="checkbox"/>	\$102.00
20 Christmas	<input type="checkbox"/>	\$1,687.00
21 Special envelope	<input type="checkbox"/>	\$5,865.20
26 Mortgage	<input checked="" type="checkbox"/>	\$8,127.00
29 Rent	<input type="checkbox"/>	\$11,194.27
30 Directory Photos	<input type="checkbox"/>	\$30.00
31 Food Pantry	<input checked="" type="checkbox"/>	\$5,151.30
37 Building Fund	<input checked="" type="checkbox"/>	\$230.00
39 Discretionary Fund	<input checked="" type="checkbox"/>	\$3,500.00
47 Endowment Fund	<input checked="" type="checkbox"/>	\$377.00
Totals:		\$224,013.70

Walter G. Phaneuf, Financial Secretary

*Walter G. Phaneuf*

Emanuel Lutheran Church Treasurer's Report  
2020 Year End Report pg 1

	Category	Budget	2020 Actual	Remaining Budget
100	<u>Outreach</u>			
101	New England Synod	\$5,760.00	\$6,510.00	-\$750.00
102	Joyful Noise	\$4,220.00	\$4,970.00	-\$750.00
103	Discretionary	\$770.00	\$770.00	\$0.00
105	Ellie's Circle	\$100.00	\$0.00	\$100.00
106	Shepherding	\$150.00	\$0.00	\$150.00
107	Food Pantry	\$3,000.00	\$2,239.50	\$760.50
	Subtotal Outreach	\$14,000.00	\$14,489.50	-\$489.50
200	<u>Ministry-Staffing</u>			
201	Pastor's Salary and Pension	\$49,068.00	\$51,068.00	-\$2,000.00
202	Pastor's Housing Allowance	\$33,000.00	\$33,000.00	\$0.00
203	Pastor's Benefits	\$1,250.00	\$1,232.44	\$17.56
204	Minister of Music	\$18,798.00	\$18,798.24	-\$0.24
205	Substitutes	\$350.00	\$0.00	\$350.00
207	Administrative Assistant	\$9,360.00	\$3,786.30	\$5,573.70
208	Custodian	\$6,000.00	\$5,440.37	\$559.63
209	FICA/unemployment	\$7,500.00	\$6,649.22	\$850.78
210	Grounds Maintenance	\$600.00	\$51.66	\$548.34
	Subtotal Ministry-Staffing	\$125,926.00	\$120,026.23	\$5,899.77
300	<u>Facilities</u>			
301	Fuel	\$3,800.00	\$2,994.69	\$805.31
302	Electricity	\$2,500.00	\$2,106.19	\$393.81
303	Water	\$500.00	\$593.71	-\$93.71
304	Telephone	\$2,300.00	\$2,327.24	-\$27.24
305	Insurance	\$8,000.00	\$7,790.90	\$209.10
306	Maintenance	\$5,000.00	\$5,781.11	-\$781.11
307	Snow Removal	\$2,500.00	\$607.50	\$1,892.50
308	Sewer Tax/Assessment	\$275.00	\$194.69	\$80.31
309	Mortgage	\$19,021.32	\$18,345.86	\$675.46
310	Payroll Service	\$1,000.00	\$919.00	\$81.00
311	Technology	\$1,900.00	\$1,862.95	\$37.05
312	Building Reserve	\$0.00	\$0.00	\$0.00
313	Custodial Supplies	\$1,300.00	\$2,649.25	-\$1,349.25
314	Trash/Recycling Pickup	\$780.00	\$780.00	\$0.00
	Subtotal Facilities	\$48,876.32	\$46,953.09	\$1,923.23
400	<u>Programs</u>			
401	Administration	\$2,800.00	\$2,600.69	\$199.31
402	Christian Education	\$822.00	\$256.84	\$565.16
403	Sunday School	\$668.00	\$148.78	\$519.22
405	Trips/Training/Meetings	\$1,000.00	\$0.00	\$1,000.00
408	Altar Guild/Worship	\$1,600.00	\$984.59	\$615.41
409	Music	\$400.00	\$27.81	\$372.19
410	Stewardship	\$0.00	\$0.00	\$0.00
411	Safe Church	\$200.00	\$0.00	\$200.00
	Subtotal Programs	\$7,490.00	\$4,018.71	\$3,471.29
	Total Budget	\$196,292.32	\$185,487.53	\$10,804.79
501	Non-Budget Spending	\$0.00	\$0.00	
502	Capital Improvements	\$0.00	\$3,155.00	
503	Transfer to Thrivent Account	\$0.00	\$10,966.16	
504	Thrivent Account Spending	\$0.00	\$5,418.00	
505	Joyful Noise Utilities and Plowing	\$0.00	\$15,305.27	
506	Sabbatical Spending	\$10,683.84	\$10,683.84	\$0.00
507	Transfers to Other Citizens Accounts	\$0.00	\$3,000.00	

Donations

General Account			
Sunday Regular Giving	\$ 67,933.64	<u>520. Donation Spending</u>	\$ 1,047.34
Simply Giving Program	\$ 100,621.00		
Special Giving	\$ 24,577.04	Donations/Reimbursements	
Credit Card Charges	\$ (693.89)	Discretionary donations	\$ 682.80
Rent	\$ 8,200.00	Giving Tree	\$ 30.00
Coffee Hour	\$ 102.03	Cables & HDMI Extender	\$ 151.54
Thrivent Choice Donations	\$ 1,777.00	Pastor's gift	\$ 20.00
Joyful Noise Reimbursement	\$ 16,376.99	Heating assistance donation	\$ 100.00
Transferred from other accounts	\$ -	Books	\$ 43.00
Transferred from Thrivent savings	\$ 29,101.84	Postage for homeless coats	\$ 20.00
Total Received	\$ 247,995.65		
Checking Account Balance 1/1/19	\$ 3,523.86	<u>502. Capital Improvements</u>	\$ 3,155.00
Total Available	\$ 251,519.51		
Budgeted Spending	\$ 185,487.53	Compressor for refrigerator	\$ 1,200.00
Other Spending	\$ 47,061.08	Furnace circulator pump	\$ 1,230.00
Transferred to Savings	\$ 10,966.16	Repairs to Joyful Noise door	\$ 725.00
Total Spending	\$ 243,514.77		
Checking Account Balance 12/31/20	\$ 8,004.74		

Thrivent Investment Accounts						
	<u>12/31/2019</u>	<u>Withdrawals/Transfers</u>	<u>Deposits/Transfers</u>	<u>Earnings</u>	<u>Growth</u>	<u>Balance 12/31/2020</u>
Thrivent Savings Account	\$ 60,638.36	\$ (24,083.84)	\$ 16,654.00	\$ 2,005.17	\$ 3,697.84	\$ 58,911.53
Thrivent Endowment Account	\$ 73,883.50	\$ (5,418.00)	\$ 3,431.43	\$ 3,118.27	\$ 6,204.55	\$ 81,219.75
<b>Total Thrivent</b>	<b>\$ 134,521.86</b>	<b>\$ (29,501.84)</b>	<b>\$ 20,085.43</b>	<b>\$ 5,123.44</b>	<b>\$ 9,902.39</b>	<b>\$ 140,131.28</b>
<u>2020 Withdrawals/Transfers</u>	\$ 29,501.84		<u>2019 Deposits/Transfers</u>		\$ 20,085.43	
General			General			
Loan to general account	\$ 10,570.00		Loan repayment	\$ 7,650.00		
Sabbatical grant spending	\$ 10,683.84		Joyful Noise repayment for door project	\$ 1,172.72		
Circulator pump	\$ 1,230.00		Building Fund	\$ 3,570.58		
Refrigerator Repair	\$ 1,200.00		Transfer from YOE checking account	\$ 3,000.00		
Transfer to YOE checking account	\$ 400.00		Memorials	\$ 1,060.70		
			Cemetery donation	\$ 200.00		
Endowment			Endowment			
Endowment Distributions	\$ 5,418.00		Quilt Raffle	\$ 220.00		
			Donations	\$ 175.16		
			Close-out of Scrip account	\$ 3,036.27		

Other Bank Accounts	YOE Checking	Scrip Checking	Food Pantry Checking
Balance 12/31/19	\$ 4,638.37	\$ 2,049.52	\$ 3,051.88
Interest	\$ -	\$ -	\$ -
Deposits	\$ 400.00	\$ 1,471.25	\$ 6,000.00
Withdrawals		\$ (484.50)	\$ (1,203.91)
Transfer to Thrivent Savings	\$ (3,000.00)	\$ (3,036.27)	
Balance 12/31/20	\$ 2,038.37	\$ -	\$ 7,847.97



# 2021 Budget

	2021	2020 Budget	Actuals 2020	2019 Actuals
100 <u>Outreach</u>				
101 New England Synod	\$6,500.00	\$5,760.00	\$6,510.00	\$5,760.00
101A World Hunger	\$0.00	\$0.00	\$0.00	\$0.00
102 Joyful Noise	\$5,000.00	\$4,220.00	\$4,970.00	\$4,220.00
103 Discretionary	\$770.00	\$770.00	\$770.00	\$767.20
105 Ellie's Circle	\$100.00	\$100.00	\$0.00	\$100.00
106 Shepherding	\$350.00	\$150.00	\$0.00	\$97.12
107 Food Pantry	\$3,000.00	\$3,000.00	\$2,239.50	\$1,752.99
Subtotal Outreach	\$15,720.00	\$14,000.00	\$14,489.50	\$12,697.31
200 <u>Ministry-Staffing</u>				
201 Pastor's Salary and Pension	\$52,068.00	\$49,068.00	\$51,068.00	\$49,068.00
202 Pastor's Housing Allowance	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00
203 Pastor's Benefits	\$1,250.00	\$1,250.00	\$1,232.44	\$1,289.28
204 Minister of Music	\$18,798.00	\$18,798.00	\$18,798.24	\$18,798.24
205 Substitutes	\$350.00	\$350.00	\$0.00	\$342.28
207 Administrative Assistant	\$6,240.00	\$9,360.00	\$3,786.30	\$9,626.10
208 Custodian	\$7,800.00	\$6,000.00	\$5,440.37	\$5,640.80
209 FICA/unemployment	\$7,420.00	\$7,500.00	\$6,649.22	\$7,382.95
210 Grounds Maintenance	\$1,500.00	\$600.00	\$51.66	\$300.00
211 Utility Person	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Ministry-Staffing	\$128,426.00	\$125,926.00	\$120,026.23	\$125,447.65
300 <u>Facilities</u>				
301 Fuel	\$3,800.00	\$3,800.00	\$2,994.69	\$3,451.52
302 Electricity	\$2,500.00	\$2,500.00	\$2,106.19	\$2,201.17
303 Water	\$500.00	\$500.00	\$593.71	\$407.13
304 Telephone	\$2,600.00	\$2,300.00	\$2,327.24	\$2,203.25
305 Insurance	\$8,000.00	\$8,000.00	\$7,790.90	\$8,785.50
306 Maintenance	\$6,000.00	\$5,000.00	\$5,781.11	\$4,058.19
307 Snow Removal	\$2,000.00	\$2,500.00	\$607.50	\$1,747.50
308 Sewer Tax/Assessment	\$275.00	\$275.00	\$194.69	\$165.26
309 Mortgage	\$0.00	\$19,021.32	\$18,345.86	\$25,361.76
310 Payroll Service	\$1,025.00	\$1,000.00	\$919.00	\$938.00
311 Technology	\$1,200.00	\$1,900.00	\$1,862.95	\$1,460.97
312 Building Reserve	\$4,000.00	\$0.00	\$0.00	\$0.00
313 Custodial Supplies	\$3,000.00	\$1,300.00	\$2,649.25	\$898.91
314 Trash/Recycling Pickup	\$780.00	\$780.00	\$780.00	\$780.00
Subtotal Facilities	\$35,680.00	\$48,876.32	\$46,953.09	\$52,459.16
400 <u>Programs</u>				
401 Administration	\$2,800.00	\$2,800.00	\$2,600.69	\$3,466.52
402 Christian Education	\$750.00	\$822.00	\$256.84	\$656.11
403 Sunday School	\$500.00	\$668.00	\$148.78	\$161.65
405 Trips/Training/Meetings	\$500.00	\$1,000.00	\$0.00	\$777.68
408 Altar Guild/Worship	\$1,600.00	\$1,600.00	\$984.59	\$1,500.50
409 Music	\$400.00	\$400.00	\$27.81	\$0.00
410 Stewardship	\$500.00	\$0.00	\$0.00	\$0.00
411 Safe Church	\$200.00	\$200.00	\$0.00	\$454.75
Subtotal Programs	\$7,250.00	\$7,490.00	\$4,018.71	\$7,017.21
Total Budget	\$187,076.00	\$196,292.32	\$185,487.53	\$197,621.33

## Notes:

Technology included \$75/month for financial software in 2020. 2021 allows small increase

Line 310 assumes biweekly pay periods rather than semi-monthly

2020 actuals includes non-budgeted spending totalling \$3,500 in lines 101, 102, 201

Line 207 Administrative Assistant amount is based on 4 hours per week for the first 6 months and 12 hours for the final 6 months.