



## **Annual Report 2022**

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**Annual Meeting  
February 5, 2023**



**Holy Spirit Episcopal Church  
3 Pleasant St.  
Sutton, MA 01590  
508-865-3103  
[holyspiritwma@gmail.com](mailto:holyspiritwma@gmail.com)  
[www.holyspирitepiscopal.org](http://www.holyspирitepiscopal.org)**

## **The Mission of the Church**

(from The Book of Common Prayer, p. 855)

The mission of the Church is to restore all people to unity with God and each other in Christ. This mission is carried out through the ministry of all its members.

## **The Mission and Vision of the Diocese of Western Massachusetts**

**MISSION:** The Purpose of the Diocese of Western Massachusetts is to carry on Christ's work of transformation and reconciliation. We work and pray together to develop healthy, mission focused Christians and congregations who live the fullness of the Baptismal Covenant wherever God places us.

**VISION:** We are becoming ever more recognizable as the Body of Christ. We are learning and growing together as a community of miraculous expectation, utterly dependent on God, fully gifted by the Holy Spirit, joyously living Christ's Great Commandment and Great Commission in Western Massachusetts and the World.

## **Holy Spirit's Vision Statement**

Created December 11, 2016

### **To connect people with God by sharing the Good News**

The three primary ways we will do this are through:

- ◆ Welcoming people to and into our community
- ◆ Reaching out to tend those in need
- ◆ Worshipping frequently and in a variety of ways

**Holy Spirit Episcopal Church  
Sutton, Massachusetts  
Annual Report 2022**

**Bishop of Western Massachusetts**  
The Right Reverend Dr. Douglas J. Fisher

**Rector**  
The Reverend Julie Carson

**Deacon**  
The Reverend Michael Hamilton

**The Staff**  
Amanda Leighton, Secretary  
Lynn Ljunggren, Music Director  
Gabe Connolly, Sexton

**The Officers and Vestry of Holy Spirit**  
Sandy Piscitelli, Warden  
MaryAlice Worden, Warden  
Robert Perkins, Treasurer  
Marsha Hudson, Clerk  
Brian Yacino 2022 Pat Ainsley-Baker 2022  
Verna Kosiba 2023 Phil St. John 2023  
Holly Dolan 2024 Deborah Fiore 2024

**Parochial Numbers  
Holy Spirit Episcopal Church  
2020-2022**

	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Baptized Members</b>	593	592	
<b>Communicants in Good Standing</b>	73	65	
<b>Sunday School Children</b>	32	15	
<i>Other regularly attending adults</i>	35	31	
<b>Baptisms</b>	0	0	5
<b>Confirmation</b>	0	0	4
<b>Reception</b>	0	0	2
<b>Transfer of Membership</b>	2 OUT 3 IN	1 IN	
<b>Burials</b>	3	2	5
<b>Average Sunday attendance</b>	70	49	51
<b>Pledges received</b>	31	33	

## Stewardship Information Holy Spirit 2021–2023

<b>Range of pledge</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
\$ 10,000-14,999	1	1	1
7,500-9,999	1	1	0
5,000-7,499	3	2	3
2,500-4,999	4	7	9
1,500-2,499	10	8	9
1,000-1,499	5	6	8
500-999	6	3	4
250-499	2	3	4
100-249	1	0	0
\$1-99	0	0	0
<b>Total pledges</b>	<b>\$ 84, 765</b>	<b>\$ 89,300</b>	<b>\$ 95,264</b>
<b># of pledge cards</b>	<b>32</b>	<b>33</b>	<b>38</b>
<b>Average pledge</b>	<b>\$ 2649</b>	<b>\$ 2706</b>	<b>\$ 2507</b>
<b>Median pledge</b>	<b>\$ 1590</b>	<b>\$ 1800</b>	<b>---</b>

As of 1/29/23

## **Minutes for Holy Spirit Episcopal Church Annual Meeting February 6, 2022 via ZOOM 11:30 a.m.**

**Present:** There were 32 parishioners in attendance.

**Opening:** Pastor Laura opened the meeting with prayer at 11:35.

**Rector's Remarks:** Pastor Laura reassured the parishioners that her decision to leave has been in the works for a while. She has happily served as the rector for the past three years, but feels that now is the right time to make a change. HSE is at a place of stability, in spite of the covid situation. She feels HSE will be very attractive to a new rector.

**Wardens' Remarks:** Sandy Piscitelli gave a thank you to all for their faith, loyalty and flexibility during this past year. Worship was flexible; committees were active; newcomers were welcomed; mission/outreach continued and Deacon Michael joined HSE. She pointed out that there will be challenges in the year ahead as HSE says good-bye to Pastor Laura and Todd. Sandy spoke for all when she said they will be missed dearly. She thanked Bill and Stephanie, who are stepping down from vestry, for their service.

Bill Johnston reminisced about his years serving as warden and on vestry, but he feels it is time for him to step down from his position. He thanked everyone for helping to make HSE a prosperous church. Even during Covid, HSE has kept the faith through Sunday worship. HSE is fiscally solvent thanks to the generosity of many and the sale of the N. Grafton property. He emphasized that HSE owes much of its success to Pastor Laura's leadership. Bill is sad to see Pastor Laura leave, but realizes it is the right time. He is glad that Holly Dolan and MaryAlice Worden have been called to vestry.

**Treasurer's Remarks:** Bob Perkins reported that the budget was much more challenging during the pandemic. He had anticipated an \$11,000 deficit, but ended with a \$5,261.04 surplus due to faithful giving and one month's additional rent from the Town of Grafton. Also an additional \$10,000 to cover clean-up and repairs at the N. Grafton property yielded a surplus. The sale of the N. Grafton property obtained more than anticipated. The property was sold for \$670,000. After fees to the Diocese, a \$25,000 tithe to Diocese, HSE received \$495,497.57. HSE has \$900,000. in vested accounts with the Diocese. The Chain of Lights had a profit of \$2,204.68. The biggest challenge ahead will be the search for the new rector. Pastor Laura will be paid until August. There is uncertainty as to what HSE will have to pay after Pastor Laura leaves.

Pastor Laura commended the Treasurer and budget committee for the great job they did in balancing the budget with the loss of income. She pointed out HSE was able to give small raises to all staff, who are truly amazing and deserving.

**Q & A:** Nikki Atchison asked about the timeline for the new pastor search. Sandy reported that Pastor Laura's last day is 6/5/2022. The vestry will be meeting with Canon Simpson to discuss the search process. Deacon Michael clarified his position. It is up to the Bishop as to how long Deacon Michael will stay at HSE. Usually the Bishop removes the deacon when the rector leaves. Deacon Michael is willing to stay, but there are no guarantees that that will happen. He also pointed out that the service of a deacon is different from that of a priest. Being a deacon is a service ministry.

**Acceptance of Reports by Title and Minutes of Annual Meetings 2021:** Verna Kosiba made a motion to accept the reports. The motion was seconded by Bill Johnston and approved

by all.

**Elections:** Pastor Laura reported that MaryAlice Worden has put her name forward for warden. With Stephanie stepping down from vestry there was an opening for an at-large vestry member. Holly Dolan has put her name forward for vestry. Therefore the slate is full. Since there were no nominations from the floor, Pastor Laura requested that the clerk cast one ballot for the slate of candidates. Marsha Hudson, the clerk, cast one vote for the slate.

**Commissioning of Vestry and Officers:** Pastor Laura welcomed newly-elected candidates and asked all to rise as she commissioned all. She also presented Bill with a gift and thanked him for his wisdom, rational approach and good humor while serving as warden. She also made a presentation to Stephanie Connolly and thanked her for her godly wisdom and insight.

**Closing:** Pastor Laura ended the meeting with prayer at 12:25 p.m.

Respectfully submitted,  
Marsha Hudson, Clerk

## The Rector's Report 2022

### Interim Rector's Report

When I arrived at Holy Spirit on Labor Day weekend I was thrilled by how warmly you welcomed me and my family. It was quite clear through the joyful worship, the bustling crowd of people, the fun picnic and the friendly conversations that this was a healthy, loving community. In getting to know many of you over these few months, I have been so impressed with your faithfulness, your commitment to your parish, your devotion to Jesus and your understanding of what our work and ministry can be together. I am grateful to be able to serve with my old friend Deacon Michael, and I am impressed with the good work of your former rector Pastor Laura of holding this young congregation together over these past few years.

Here are some highlights of the first few months of our work together:

**Worship:** As we established a routine of weekly Sunday Eucharists again, after a summer of Morning Prayer and Eucharists, it was exciting to see a church full of worshipers each week. It was clear that we were ready to bring back the use of the Common Cup, which was done after a few weeks of teaching and re-orientation. We now offer the cup to all who receive the bread, asking that we refrain from intincting. Around half of those who receive the bread are also partaking of the wine. I am glad to have Deacon Michael's assistance during worship and a dependable and faithful team of Eucharistic Ministers, Lectors, Ushers, and Altar Guild Members who participate in the work of the liturgy each week. We also noted a need to welcome families with young children in as many ways as possible, including an option for a play space outside of the sanctuary. Holly Dolan and Cyndi Davis have created a nursery on the stage of the parish hall, which serves as a place for children who may need a bit more wiggle room on Sunday mornings.

**Adult Formation:** Soon after I arrived, I was invited to participate in a meeting with the profile committee, the search committee, and Rev. Rich Simpson, Canon to the Ordinary. He was ready to present the committee with the results of the CAT, which is the survey many of you answered over the summer. It was quite clear that many in the congregation were eager for more opportunities for adult formation. I was happy to arrange weekly book and Bible studies, in person and online, with a focus on different books of the Bible and special devotional texts for Advent and Lent. So far we have read through the book of Luke, an Advent devotional book called "Angels of Christmas", and currently reading through the book of Isaiah.

**Pastoral Care:** I am always humbled to be invited in as a companion in prayer for those in crisis. The excellent work of the pastoral care committee is a wonderful ministry of this community, and is a great example of your spiritual health. I have joined some Eucharistic Visitor on home communion visits to meet some of the homebound parishioners, and I have been present for some pastoral emergencies. I continue to find ways for Glory, my therapy dog, to work in the community and look forward to serving our church and the area together.

**Administration:** My excellent staff colleagues at Holy Spirit continue to make collaboration possible. Amanda, Lynn, Michael, and Gabe are all dedicated to their work and make serving this congregation a joy. I meet weekly with Sandy and MaryAlice, the wardens of this parish, to catch up and make plans. I have supported the profile committee in their work of writing the parish profile and look forward to supporting the search committee in their work.

I look forward to what 2023 has in store for all of us. I have no doubt that you will find the right rector for your community, and I am honored to be serving alongside you all during this time of transition. God is inviting us to grow in love, and I have no doubt that Holy Spirit will continue to serve the world as the body of Christ.

Respectfully submitted,  
Pastor Julie +

## **Worship Leaders 2022**

### **Eucharistic Ministers\***

Debbie Achilles  
Bill Johnston Pauline Johnston  
Pat Ainsley Baker  
Verna Kosiba  
Marialyce Worden

### **Eucharistic Visitors\***

Bill Johnston Pauline Johnston  
Pat Ainsley Baker Verna Kosiba  
Alice Ploysungwan

### **Lay Preacher\***

Ray Connolly

### **Altar Guild**

Marialyce Worden Stephanie Connolly  
Deb Fiore  
Becky Augustus Marsha Hudson

### **Tech Team**

Phil St. John Dan & Anna Fiore  
Bob Perkins  
Tim Woodcock Alex Woodcock  
Bob Perkins

### **Ushers**

Bill Johnston Pauline Johnston  
Sandy Piscitelli Bob Perkins  
Becky Augustus Bill Augustus  
Ray Conolly Stephanie Connolly  
Deb Fiore Pat Ainsley Baker  
Tim Woodcock Alex Woodcock  
Elizabeth Klisiewicz Steve Klisiewicz

### **Worship Leaders\***

Debbie Achilles Verna Kosiba  
Holly Dolan  
Pauline Johnston Bill Johnston

### **Readers**

Bob Perkins Todd Goodwin  
Phil St. John Deb Fiore  
Stephanie Connolly Elizabeth Klisiewicz  
Logan Rice

\* = licensed ministry

## The Wardens' Report 2022

Where did the year go?? To say the least, 2022 was an eventful year! It began with Pastor Laura's announcement that she would be retiring in June. That announcement set off a chain of events like no other! Looking back at all we accomplished this past year is truly amazing. The members of the Holy Spirit Vestry deserve medals for putting in numerous hours meeting, praying and doing the work necessary to keep a roof over our heads and our doors open each and every week. Thank you!!!

After Pastor Laura's announcement work immediately began on the process to begin a search for a new Rector. Under the guidance of Reverend Dr. Richard Simpson (Diocesan Canon to the Ordinary), a plan was put in place to establish Committees (Profile and Search), conduct a parish-wide survey to guide our future direction using the Congregational Assessment Tool, and hire an Interim Priest. But first, we needed to say a proper goodbye to our beloved Pastor. A committee was formed, headed by our devoted and competent parishioners, Deb Achilles and Marsha Hudson, who with their team organized a wonderful celebration held on Pentecost Sunday (June 5<sup>th</sup>) honoring both Pastor Laura and her husband Todd Goodwin. There was just the right mix of laughter and tears as tributes and toasts were made as we said farewell to them both.

In addition to the work done to prepare for a new Rector, long standing building issues were addressed. A parish clean-up day was held on April 30<sup>th</sup>, managed by our "landscaper in residence" Jim Stejskal. Under his direction, the grounds were transformed from overgrown weed patches to neat-as-a-pin mulched garden beds. Also in 2022, bids were received and reviewed for repairs to the steeple, roof and siding of the building. A construction firm specializing in church building restoration was hired, Valley Restoration. The restoration, which included installation of a new roof and gutters, repainting of the exterior with a long-lasting polymer-based product, and repair and re-gilding of the steeple is now complete and the building looks fantastic. Together with the completed driveway, pruned bushes, and tree maintenance, Holy Spirit is truly a welcoming sight!

To ensure pastoral needs of our community would continue to be met after Laura's departure, with Deacon Michael's assistance a devoted team of lay leaders offered Morning Prayer and personal reflections on alternating Sundays throughout the summer months. Our loyal friend, Reverend Lavonne Seifert, who has been a source of leadership and counsel for Holy Spirit, gracefully filled in as our supply clergy, celebrating Holy Communion with us twice per month following Pastor Laura's departure to Labor Day.

In September, by unanimous agreement by the Vestry, we welcomed Reverend Julie Carson as our Interim Priest on the Sunday after Labor Day. Despite some threatening rain sprinkles, the congregation welcomed Pastor Julie and her family with a pot-luck picnic that was enjoyed by all. Pastor Julie has been a wonderful addition to our church family and a great source of knowledge, support and guidance through these transitional months. Prior to Pastor Julie joining us, a few housekeeping items were completed. A big thank you to Bob McAllister for updating the Rector's washroom and also taking care of a few items needing attention at the Rectory.

In early September, Rev. Dr. Rich Simpson met with the Vestry, the Profile Committee members, and the Search Committee Co-Chairs to review the results of the Congregational Assessment Tool, which had been successfully delivered to parish members over several weeks during July and August. With weekly reminders in the email blast and Sunday announcements, the response rate was very good. Results of the survey revealed Holy Spirit to be a healthy, vibrant community and provided the insight needed to inform our future direction. The Profile and Search Committee members were commissioned and the work of the Profile Committee began in earnest. Throughout the fall, the

Wardens, Vestry, and Profile Committee strove for transparency with the congregation, sharing information about the survey results and the developing of the new Parish Profile through multiple means, including several listening sessions hosted by Profile Committee members.

In the fall, the Vestry decided it was time to resume the previously successful Community Breakfast, held on the first Friday morning of every month. Brian Yacino volunteered to once again put on his apron and recruit members to assist him with the project. Brian and his team have had increased attendance each month since starting up this event. Thank you, Brian and team, for your dedication to this ministry and important and visible means of community outreach.

Although due to continued Covid concerns the year began with mask requirements in place and communion in one kind (bread [as wafers]), by spring time, masking was made optional. The use of wafers was continued, but as we moved through the fall months, the Vestry discussed with Pastor Julie the possibility of bringing back the Common Cup and the return of baked bread. This was done with caution, care and concern for all. Together with Deacon Michael, Pastor Julie took several weeks to educate parishioners on the proper way to drink from the cup, and explained that intinction would no longer be allowed, as it is not a sanitary means of receiving the wine. We also were reminded that it is not necessary to partake of the wine to have received communion. Through their education, parishioners are now able to receive wine with communion, if they so choose.

Advent began with the sanctuary dressed in greens, and we ended the calendar year with a joyful Christmas Eve afternoon with the sanctuary decked out in its finery and with many parish family members in attendance. A peaceful Christmas Day service was also celebrated and enjoyed the following morning.

The Vestry is already planning for a busy 2023. Our Profile Committee has completed their work and has produced a quality, thoughtful and informative profile to present to all interested Rector candidates. This updated Parish Profile will soon be published on the Holy Spirit website. Our Search Committee will soon be meeting with Reverend Dr. Richard Simpson to begin the next phase of the process in calling a new Rector.

Thank you to all of our parish family members for your patience, dedication, loyalty, friendship and understanding as we all work together for the good of our church community and as we move Holy Spirit forward into our future.

## The Music Director's Report 2022

We started 2022 together, but still in COVID mode. Singing with masks was not fun, to say the least, but we were so happy to actually be together again and not standing 6 feet apart, we made it work. By Easter the masks were gone and, for the first time in 2 years, we were able to see each other's faces and hear the music clear and strong! No more muffled mask voices! In June we said goodbye to Todd and Laura after fifteen years. We were so very blessed to have Todd sing in the choir with us all through those years and he is greatly missed. We not only felt the loss of his voice but also the loss of his laughter, energy, love for music and, of course, his puns!

It was a quiet summer, but we were all excited to get back at it in September where we embraced our new sound, with the loss of Todd. We are a work in progress, trying out new music and encouraging our choristers to share their gifts with us during Sunday service. From soloists to duets and instrumentals, we are blessed to have such a diverse group of musicians at Holy Spirit.

If you would like to join us and be part of this joyful ministry, we welcome you! Rehearsals are on Thursday evenings from 7PM-8:30PM.

Jumping into 2023 with voices ringing! It's going to be epic!

Lynn Ljunggren  
Music Director

*When words fail, ♪  
Music speaks 🎵  
🎵*

## The Deacon's Report 2022

Annual Deacon's Report  
Holy Spirit Episcopal Church/ Sutton  
The Rev. Michael Hamilton, Dcn.  
January 2023

*As a deacon in the Church, you are called to make Christ, and His redemptive love, known by your word and example, to those among whom you live, work, and worship. **Ordination: Deacon / BCP p.543***

Much of the deacon's ministry is to alert the church to the needs of the world and then encourage, lead, and support people from the congregation in responding to those needs. I have fashioned my personal Christian responsibility and diaconal ministry, on the scripture passage *Matthew 25: 34-40*. The paraphrased version of this scripture calls us to feed the hungry, clothe the naked, visit the prisoner, tend the sick, assist in doing the laundry of people in need, gather veterans and locals to a social breakfast, give hats, mittens, and gloves to schoolchildren, tend the linens, the candles, and the music of our Liturgies through sharing our gifts of time, voice, ability to play the organ, piano, guitar, drums, maraca's and tambourines, the welcoming of a stranger as they come into our worship space, to bring communion, prayers, and love to those that are unable to physically be here with us, to arrive early and leave a bit late in order to broadcast the Communion Service to those not with us, to fashion handmade cards to lift the spirit or thank the provider, to sit and discuss our differences and understanding of racial issues that divide us, to welcome people that we may not understand such Red vs Blue, newly released prisoners, LGBTQ+, active and recovering alcoholics or other addicted substances, people looking for the face of God alongside of other worshipers, bringing joy and Christian witness to townspeople through a chain of lights that allows our candle to shine, offering coffee and a slice of date-nut bread so that the weekly Liturgy can be extended into fellowship and so, so much more in working at foodbanks, gathering and leading girl scouts, providing sandwiches, socks, and snacks to the homeless; the list is exhausting.

You may notice that the last paragraph lacked a few grammatical periods. It was exhaustive to read it all without a full stop, and yet it was intentional. At Holy Spirit, Christ's redemptive love is shown through our word and example to those that we live and work without a full stop. The community of Holy Spirit has embraced the core responsibility of being a deacon in the world and though maybe not ordained, we are all commissioned through our baptismal promises to live into the body of Christ and to extend that grace to others. You have made my job very easy. During this past year, and for the time that I have remaining with you, I will continue to encourage more people into the work we are doing and to support those tireless hearts that are already ministering to our sisters and brothers within our parish family, the community, and world.

Let us continue to look for the face of Christ in each other, invite the stranger, and pray for the suffering of others, just like Matthew encourages us to do.

## The Treasurer's Report 2022

We entered 2022 with a number of uncertainties, which made creating a budget difficult. We were just beginning to come out the other side of the COVID pandemic with in-church services. Pastor Laura had announced her intention to retire in June, which meant we needed to hire an interim priest. We also needed to begin preparation for a search for a new full-time priest. The process included the CAT survey as well as forming Profile and Search committees. The 2022 budget was prepared using what little data we knew at the time, knowing that it would need to be revised during the year once things became clearer.

The revision to the budget was done in June, showing a large deficit. After meeting with Cannon Rich Simpson, the vestry began the work of looking for an interim priest. In the meantime, plans were made for a retirement celebration for Pastor Laura and her husband, Todd. The event was held after service on Pentecost Sunday and was a hit! We had food catered and many accolades were given for the Goodwin's service to both St. Andrew and Holy Spirit by different speakers. A gift was presented to both with a mixture of sadness and heart-felt congratulations.

The search for an interim priest ended with an offer to Pastor Julie Carson, who gladly accepted. Her ministry at Holy Spirit started in September and was kicked off with a picnic for the congregation to welcome Pastor Julie and her family that first Sunday. In addition to Sunday services and any pastoral care that is needed, Pastor Julie chaired our vestry meetings. The vestry then began the work of seeking people to be on the Profile and Search committees, with vestry liaisons for each. Both committees were formed from members of the congregation and the Profile committee began their work.

All of the uncertainties at the start of the year became clearer as the year progressed. The wonderful congregation at Holy Spirit never wavered in their resolve. People stepped up to get involved, offerings remained strong and our in-church services are showing signs of revival! We still face many challenges in 2023 as our budget shows, but I know that God is with us and will provide. Thank you so much once again for your faithful giving and support!

Bob Perkins Treasurer



## Budget 2022 and 2023 Revenue

Accounts	Actual 2022	Budget 2022	Budget 2023
<b>Revenue</b>			
Total Offerings	\$ 112,812.73	\$ 113,200.00	\$ 113,200.00
Christmas Offering	\$ 390.67	\$ 1,000.00	\$ 1,000.00
Easter Offering	\$ 1,133.70	\$ 1,000.00	\$ 1,000.00
Gift Offering	\$ 2,542.19	\$ -	
Pastor Discretionary Offering	\$ 140.00	\$ -	
Memorial Fund Offering	\$ 700.00	\$ -	
Lenten Offering	\$ 2,257.02	\$ -	
Rents and Building Use	\$ 27,388.41	\$ 27,700.00	\$ 9,300.00
Endowment Fund Interest	\$ 30,647.29	\$ 28,535.00	\$ 30,000.00
Easter Flower Donation	\$ 281.92	\$ 300.00	\$ 300.00
Christmas Flower Donation	\$ 734.66	\$ 500.00	\$ 500.00
Mission Outreach	\$ 41.00	\$ 500.00	\$ 500.00
Community Breakfast	\$ 147.00	\$ -	\$ -
Fundraising General	\$ 4,144.42	\$ 2,500.00	\$ 3,000.00
Christian Formation	\$ -	\$ 200.00	\$ 200.00
Miscellaneous Income	\$ 302.36	\$ -	
Copier per charge refund	\$ 3,486.09	\$ -	
<b>Total Revenue</b>	<b>\$ 187,149.46</b>	<b>\$ 175,435.00</b>	<b>\$ 159,000.00</b>

## Budget 2022 and 2023 Expenses

Accounts	Actual 2022	Budget 2022	Budget 2023
<b>Expenses</b>			
Salaries and Benefits	\$ 117,848.66	\$ 125,512.00	\$ 124,934.00
Insurance	\$ 4,687.75	\$ 4,640.00	\$ 4,867.00
Clergy Search	\$ 430.00	\$ 430.00	\$ 500.00
Retirement Celebration	\$ 5,188.84	\$ 5,000.00	\$ -
Retirement Gift Expense	\$ 2,710.00	\$ -	\$ -
Office Expenses	\$ 7,558.77	\$ 7,442.00	\$ 7,742.00
Utilities	\$ 13,778.81	\$ 14,000.00	\$ 13,190.00
Repairs & Maintenance	\$ 11,446.81	\$ 8,600.00	\$ 9,720.00
Organ & Piano Maint.	\$ -	\$ 1,000.00	\$ 500.00
Rectory Expenses	\$ 3,399.41	\$ 2,150.00	\$ 7,500.00
Local Share	\$ 20,761.00	\$ 20,761.00	\$ 22,133.00
Tithely Fee	\$ 1,743.50	\$ 1,600.00	\$ 1,600.00
Diocesan Convention	\$ 75.00	\$ 500.00	\$ 500.00
EMWM Loan	\$ 4,515.80	\$ 4,516.00	\$ 13,548.00
Communication	\$ 106.92	\$ 1,500.00	\$ 500.00
Coffee Hour	\$ 345.04	\$ 100.00	\$ 100.00
Music	\$ 714.00	\$ 800.00	\$ 800.00
Worship Support Expense	\$ 1,003.22	\$ 1,200.00	\$ 1,200.00
Christian Formation Expense	\$ 179.70	\$ 250.00	\$ 250.00
Easter Offering Expense	\$ -	\$ 1,000.00	\$ 1,000.00
Christmas Offering Expense	\$ 1,600.00	\$ 1,000.00	\$ 1,000.00
Connect Africa	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
Worcester Fellowship Expense	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Mission Outreach	\$ 4,010.00	\$ 500.00	\$ 500.00
Pastoral Care	\$ 434.42	\$ 500.00	\$ 500.00
Chain of Lights	\$ 780.28	\$ 900.00	\$ 900.00
Easter Flower Expense	\$ 386.32	\$ 300.00	\$ 300.00
Christmas Flower Expense	\$ 306.48	\$ 500.00	\$ 500.00
Other Operating Expense	\$ 114.74	\$ -	\$ -
Bank Fees	\$ 30.00	\$ -	\$ -
Transfer to Memorial Fund	\$ 700.00	\$ -	\$ -
Transfer to Church Savings	\$ 1,017.20	\$ -	\$ -
Transfer to Discretionary Fund	\$ 500.00	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 209,572.67</b>	<b>\$ 206,901.00</b>	<b>\$ 216,484.00</b>
<b>Net Total</b>	<b>\$ (22,423.21)</b>	<b>\$ (31,466.00)</b>	<b>\$ (57,484.00)</b>

**Capital Project****In Flow to Operating Account**

EMWM Loan	\$	50,000.00
Capital Offering 2022	\$	10,000.00
Transfer from Vested Repair Fund	\$	35,750.00
Transfer from Church Savings-Loan Proceeds and Capital Offerings from 2021 and 2022		
	\$	60,000.00
<b>Total Inflow to Operating Account</b>		
	\$	<b>155,750.00</b>

**Outflow from Operating Account**

EMWM Loan transferred to Church Savings	\$	50,000.00
Partial Transfer of Capital Offering to Church Savings	\$	5,000.00
Payment for Capital Project	\$	85,750.00
Transfer to Church Savings	\$	15,000.00
<b>Total Outflow from Operating Account</b>	\$	<b>155,750.00</b>

## Balance Sheet As of 12/31/2022

### Holy Spirit Episcopal Church Statement of Financial Position

As of: Dec 31st 2022 | Filtered by: Fund, Core Account

#### Assets

01-1000-0000 Operating Account	19,734.62
01-1001-0000 Church Savings Account	13,319.02
01-1002-0000 Memorial Fund	28,790.64
01-1003-0000 Repairs Account-Vested	46,967.91
01-1004-0000 Support Account-Vested	138,049.54
01-1005-0000 Holy Spirit Account-Vested	655,251.55
01-1006-0000 Rectory Security Deposit	2,313.19
01-1007-0000 Rector's Discretionary Account	1,874.61

#### Total Assets

**\$ 906,301.08**

#### Liabilities & Net Assets

##### Liabilities

01-2000-0000 Security Deposit Account	2,313.19
01-2002-0000 EMWM Loan	46,131.57

##### Total Liabilities

48,444.76

##### Net Assets

01-3000-0000 Net assets without donor restrictions	857,856.32
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##### Total Net Assets

857,856.32

#### Total Liabilities & Net Assets

**\$ 906,301.08**

## **COMMITTEE REPORTS 2022**

### **PROFILE COMMITTEE**

Profile Committee Members: Lisa Stejskal (Chair), Nicole Atchison, Dan Fiore, Elizabeth Klisiewicz, Verna Kosiba (Vestry liaison), Ray Connolly, Charlie Devan, Lynn Ljunggren, Phil St. John (Vestry liaison)

Profile committee is charged with the creation of the parish profile. This profile is intended to tell the story of HSEC and represent our uniqueness. The parish profile will be posted on the congregation's website providing easy access for prospective candidates.

September 2022:

- September 10, 2022: Meeting with Rich Simpson (Diocese Transition Ministry Officer) to digest results of the Congregation Assessment Tool (CAT)
- September 19, 2022: Profile committee first meeting

October 2022: Listening Sessions occurred on Oct. 2, 9, 16, 23 and 30, 2022. The sessions were facilitated by members of the committee with the purpose of taking a deeper dive into the results of the CAT with the parish. A summary each session was created and utilized during the creation of the church profile.

November/December 2022: Committee members selected the area of the profile they wanted to construct. Upon completion of the rough draft, first round copy editing was completed by committee member, Elizabeth Klisiewicz. Final copy editing was completed by Dave Seifert. The profile webpage was created by Phil St. John.

January 2022:

- January 10<sup>th</sup>: The profile was formally presented to the Vestry at their January 10<sup>th</sup> meeting. After review and minor edits, the Vestry voted to accept the Profile.
- January 25<sup>th</sup>: The Profile & Search Committee as well as the Vestry are scheduled to meet with Rich Simpson to discuss the next phase in the journey to seek our next rector. At this point the Profile committee has completed our charge.

Respectfully submitted,  
Lisa Stejskal

### **MISSION AND OUTREACH**

Although the COVID pandemic was still very much with us during 2022, we still found opportunities to engage in mission and outreach. We continued to meet our annual commitment of sending \$1000 to CONNECT Africa and monthly donations of \$100 to Worcester Fellowship. We also partnered with global and local community agencies doing great work when we donated both our Easter and Christmas offerings. This year the Easter and Lenten offerings went to the Episcopal Relief and Development Fund for Ukraine. The Christmas donation is still to be determined and will likely be distributed to a Millbury/Sutton/Grafton organization.

Each month we continue to make lunches for Worcester Fellowship (WF). We have several families engaged in making the 50+ lunches that we donate. Our lunch bags are known to be the fullest and much appreciated by the WF community. We also had several in gatherings throughout the year such as:

- Several Collections to stock food pantries and Community Fridges
- Hats and mittens for children at Woodland Academy, a neighborhood school in Worcester serving low income families
- "Attic Treasures" during Chain of Lights where we offer a range of gift and household items priced at \$1.00

Stay tuned for some different opportunities to engage in outreach such as “Soup-er Bowl Sunday” soup donations and spring gardening opportunities. A big THANK YOU for all you have done to support these efforts that make a difference to so many!

Respectfully submitted,

Holly Dolan  
Michael Hamilton

### **PASTORAL CARE**

Pastoral Care encompasses any activity that renders aid and comfort to the parishioners of Holy Spirit Episcopal Church. By that definition the entire congregation of Holy Spirit is doing pastoral care through every phone call, email, prayer, and card. Everyone is always watching out for each other and filling in, as able, whenever needs arise. It was humbling to watch and, especially for me this year, to experience. So, a big, big thanks to all of you for being pastoral care during 2022!!

Formal Pastoral Care is comprised of eucharistic and home visits by the pastor or someone from the Pastoral Care Committee, flower deliveries at Christmas and Easter, baptismal gift bags, and other special projects. One example of a special project this year was the creation of a telephone chain to keep in touch with parishioners during the period between Pastor Laura leaving and Pastor Julie arriving thereby helping to ensure that there were not pastoral care needs going unknown or unmet. Another example is taking on the periodic hosting of Sunday coffee hour to help make pastoral care more visible and available.

The Pastoral Care Committee was blessed this year with the addition of Cyndi Davis and Alice Ploysungwan. Their commitment, added to Pat Ainsley-Baker, Bill Johnston, and Pauline Johnston’s faithfulness, has served to make us more able to respond to needs as they arrive.

Last, but by no means least, we are also very grateful to Pastor Julie. Her guidance and encouragement have been invaluable.

Blessings always,

Respectfully submitted

Verna Kosiba

### **CHAIN OF LIGHTS 2022**

Saturday, December 3, 2022

Chain of Lights is Sutton’s kickoff event of the holiday season that occurs on the first Saturday of December each year. Various participants throughout town display their sites during the day for 10:00 AM to 4:00 PM. This event is Holy Spirit’s signature fundraising event with proceeds funding some of our mission outreach. The day is also an opportunity for visitors to see and feel the welcoming hospitality of our church.

Again this year, we had the leadership of the following people: Lynn Ljunggren-Cookie Walk, Holy Dolan-Attic Treasures, Brian Yacino-Music, Cyndi Davis-Raffle Baskets, Donna Donovan- Crafts and Deb Achilles and Deb Fiore-Kitchen. The congregation once again came through by baking, making delightful dishes for the kitchen, making crafts and raffle baskets, giving to the Attic Treasures, and singing during the day! Thank you to each and every person who helped out, you are truly a gift to Holy Spirit!

The day of the event was very busy and our parking lot was pretty full most of the day as people decided to drive rather than take the trolleys. Visitors seemed to enjoy their experience at the church and we saw a lot of smiling faces as they left. Our gift was being able to show the light of Christ to those who came and hope that they return as fellow parishioners one day. Again, thank you to all

who participated in one way or another!

- Cookie Walk-\$1078.00
- Attic Treasures-\$339.00
- Crafts-\$1,045.00
- Raffle-\$1,016.00
- Kitchen-\$667.00
- Total-\$4,145.00
- Expenses-\$780.00
- Net Amount-\$3,365.00

Respectfully Submitted,  
Bob Perkins, Chair of Committee

### **COMMUNITY BREAKFAST - 2022**

Initially supported by a Congregational Development Grant from the diocese, our Community Breakfast has been continuously serving members of the surrounding community since May of 2012. It continues to serve as a social event rather than just a meal, as most of the group arrives before we start serving at 8:00, and they stay seated and talking well beyond 9:00 when we stop serving.

Due to the Covid-19 restrictions, we had to suspend the breakfast from March of 2020 through September of 2022. We resumed in October with volunteers Pat Baker, Donna Donovan, Elvin Hale, Alice Ploysungwan, and Brian Yacino cooking and serving. Average for 2022 was 21 meals per month.

Although attended mostly by retirees, the meal is open to everyone. A \$5 donation per person is suggested. Financially, the ministry is self-sustaining, this year contributing \$184 to HSEC for the three months that we served.

Submitted by Brian Yacino

### **GROUNDS & LANDSCAPING - 2022**

While we don't have an "official" committee, here's a bit of info for your perusal: 2022 was a busy year for sprucing up our property! We removed a number of "smaller" trees and shrubs (although there is more to do!), we also pruned many of our remaining shrubs and trees - Big thanks to our girl scout troop for their help in clearing out bunches of pruned branches - it turned into quite a competition to find and carry the largest branch!

We put down weed fabric and mulched a good portion of the edge of the driveway. We would like to continue that effort around the shed and around the shrubs at the end of the driveway. Some new perennials were planted, and plans are in the works for a pollinator garden at the back of the parking lot. Rototilling, weed fabric installation, planting of appropriate perennials and shrubs, and mulching are envisioned. The girl scouts would like to participate in this project.

Many thanks to the vestry for having several problematic large trees professionally removed and for having all the branches we piled up removed!

Other than a run-in (or two) with poison ivy and some ground hornets, things went without a hitch! There will be more information to come about future plans, complete with volunteer opportunities!

Respectfully-  
Jim Stejskal

## **Slate of Candidates for Elected Positions 2023**

### **Officers (Annually renewable)**

Warden	Sandy Piscitelli (4 <sup>th</sup> year)
Warden	MaryAlice Worden (2 <sup>nd</sup> year)
Treasurer	Robert Perkins (6 <sup>th</sup> year)
Clerk	Lisa Stejskal (1 <sup>st</sup> )

### **3 year term ending in 2024**

Phil St. John	Ray Connolly
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### **3 year term ending in 2025**

Deb Fiore	Holly Dolan
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### **3 year term ending in 2026**

Michelle Gagan	Alice Ploysungwan
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### **Two Delegates to Diocesan Convention (one year term)**

Phil St. John	Julie St. John
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### **Two Alternate Delegates to Diocesan Convention (one year term)**

Pat Ainsley-Baker	*vacant*
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Respectfully submitted by the Nominating Committee;

Brian Yacino

Marsha Hudson

Pat Ainsley-Baker

MaryAlice Worden

Sandy Piscitelli

Rev. Julie Carson