



## **Annual Report 2023**

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### **Annual Meeting February 4, 2024**



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 2023**

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

**Rector**

The Reverend Julie Carson

**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  
Phil St. John   Holly Dolan   Deborah Fiore  
Ray Connolly   Michelle Gagan   Alice Ploysungwan

**Statistics Report  
Holy Spirit Episcopal Church  
2021-2023**

	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Baptisms</b>	0	5	7 Lily Ford Kerrigan Johnson Donovan Johnson Ethan Cray Garrett McGurn Cooper Gilroy Dannielle Gilroy
<b>Confirmation &amp; Reception</b>	0	6	7 Patricia Kelly-Bedard Richard Bedard Charles DeVane Estelle Ford Michelle Gagan Logan Rice Lisa Stejskal
<b>Burials</b>	2	5	<b>3</b> Leonard Marrino Beverly Crawford Paul Robar
<b>Marriages</b>	1	0	<b>0</b>
<b>Average Sunday attendance (in person)</b>	49	51	<b>52</b>
<b>Easter Principal Service attendance (in person)</b>	76	66	<b>113</b>
<b>Christmas Eve Principal Service attendance (in person)</b>	65	87	<b>98</b>

## Stewardship Information Holy Spirit 2021–2023

<b>Range of pledge</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
\$ 10,000-14,999	1	1	2
7,500-9,999	1	0	1
5,000-7,499	2	3	5
2,500-4,999	7	9	9
1,500-2,499	8	9	13
1,000-1,499	6	8	11
500-999	3	4	3
250-499	3	4	3
100-249	0	0	0
\$1-99	0	0	0
<b>Total pledges</b>	<b>\$ 89,300</b>	<b>\$ 95,264</b>	<b>\$128,428</b>
<b># of pledge cards</b>	<b>33</b>	<b>38</b>	<b>47</b>
<b>Average pledge</b>	<b>\$ 2706</b>	<b>\$ 2507</b>	<b>\$2,733</b>

As of 1/31/24

# Minutes for Holy Spirit Episcopal Church Annual Meeting

## February 5, 2023

Sutton, MA 10:00 a.m.

**Present:** There were 60 parishioners in attendance.

**Opening:** At 10:10, during the time for the sermon, Pastor Julie called the annual meeting to order.

**Interim Rector's Report:** Pastor Julie began by thanking the wardens, the vestry, the committee chairs and all the parishioners for being in attendance. She congratulated the Profile Committee for doing an excellent job and completing their task in a timely manner. Pastor Julie emphasized that now is the time to pray for the right priest to come along. She encouraged people to be prayerful, but not to rush. HSE still has work to do while waiting. HSE should continue to do the good work.

**Wardens' Report:** MaryAlice Worden pointed out that her written report contains all the highlights of the past year at HSE. She and Sandy Piscitelli mostly wanted to thank everyone for their patience, kindness, time, talent and generosity during the past year. The wardens are looking forward to 2023 as the Search Committee begins its work in earnest. They encouraged everyone to support each other as HSE begins this new journey.

**Profile Committee Report:** Phil St. John began by thanking chairperson Lisa Stejskal for doing an outstanding job with the Profile Committee. She was the one who got people motivated to do the work. Phil thanked all the committee members, Rev Canon Dr. Rich Simpson who guided the committee and Dave Seifert who edited the report. He gave a special thanks to the congregation, who with their input made it easy to write an awesome profile. Phil explained that the profile tells the story of HSE. He encouraged all to read the profile, which is posted on the church's website. Phil reviewed the committee's timeline. In September 2022 Canon Simpson gave the committee a timeline. The committee began to meet immediately. In October they held three listening sessions with the parishioners. In November and December the committee divided up the areas of the report and each person wrote a draft. Next Dave Seifert edited the drafts into a final copy. In January the report was presented to and approved by the vestry. The Profile Committee is now officially done and they are passing off to the Search Committee for the next step in the process.

**Search Committee Report:** Chairpersons Cyndi Davis and Jim Stejskal reported that the committee has begun to meet and they will receive candidates when ready. They will meet with/speak with/zoom with candidates in a step by step process. The committee hopes to narrow the candidate field down to 3-5 candidates. The committee will then pass the final list of candidates to the vestry. The vestry will make the final candidate choice. Stephanie Connolly asked if the committee had any idea on the number of applicants they were expecting. Pastor Julie answered that there are more churches in need of priests than there are candidates. Canon Simpson expects that HSE may receive 3-4 applicants. Stephanie also questioned if the search was nationwide. Pastor Julie answered yes.

Following the Peace the meeting continued with the Treasurer's report.

**Treasurer's Report:** Bob Perkins reviewed the 2022 statement and presented the 2023 budget. He began by discussing the highlights of the past year. After major construction and repairs by Valley Restoration, HSE took a loan from the vested funds. The cost came in \$15,000 less than the quote. The vestry decided to put these funds back into the loan. This saved \$2,000 in interest and shortened the term of the loan. Bob pointed out that HSE's income is from giving and the

rent from the rectory. He pointed out that giving remained strong this past year and he thanked the parishioners for that. Bob explained that Chain of Lights had a much higher profit this year, that HSE received a refund of \$3,400 due to an error in the copier billing, and that snow removal was \$2,000 over last year. He emphasized that he tries to keep expenses down as much as possible. As for the 2023 budget, the rectory rent may extend from the budget or it may go month to month. This is because it is not known yet if the new priest will require housing. New expenses include slight salary increases for the secretary, music director and sexton. At this time he anticipates a \$57,484 deficit. This is only preliminary and Bob will watch it as time goes on. HSE may have to draw on one of the accounts with the trustees. Giving is the single piece of revenue for the church. Bob emphasized that if HSE wants church like this each week, then this is what it costs. Even though there are sizable savings accounts, that money can go pretty quickly. He also reminded the congregation that it is the vestry that approves the budget. Holly Dolan made a motion to accept the reports of the wardens, treasurer, Profile Committee and Search Committee as presented. The motion was seconded by Julie St. John. The motion passed unanimously.

Following communion the meeting continued with the final business items.

**Gratitude to off-going Vestry members:** Pastor Julie extended sincere thanks to the four off-going Vestry members: Brian Yacino, Pat Ainsley-Baker, Marsha Hudson and Verna Kosiba. Each was recognized for his/her service and presented with a gift.

Pastor Julie then presented the new slate of candidates for 2023. Clerk:  
Lisa Stejskal

3 year term vestry ending in 2024: Deb Fiore and Holly Dolan

3 year term vestry ending in 2025: Phil St. John and Ray Connolly

3 year term vestry ending in 2026: Michelle Gagan and Alice Ploysungwan

Two delegates to Diocesan Convention (one year term): Phil St. John (vestry) and Julie St. John (lay person)

Two alternate delegates to Diocesan Convention (one year term): Pat-Ainsley Baker (lay person) and "vacant"

**Election of new vestry and delegates:** Jim Stejskal made a motion to accept the slate of candidates as presented. The motion was seconded by Wally Baker. The motion was passed unanimously.

Pastor Julie encouraged others to consider being a delegate to Diocesan Convention in the future.

**Questions and Answers:** There were no questions from the congregation. Pastor Julie encouraged all to speak to any vestry member if there are concerns.

**Installation of the new Vestry and Delegates:** Pastor Julie then called forward and commissioned the new delegates and vestry members.

**Adjournment:** MaryAlice made a motion to adjourn the meeting. Jim Stejskal seconded the motion. All approved. The meeting was adjourned at 11:10.

Respectfully submitted,

Marsha Hudson, Clerk of Vestry

## The Rector's Report 2023

Even though I was functioning as the interim rector for most of 2023, I think its only appropriate to use my current title to reflect on last year. Here are some highlights of the year, sorted roughly by liturgical season.

### Christmas & Epiphany

January and February allowed me the opportunity to learn more about the Sutton community by attending colleague meetings through the Sutton Millbury Interfaith community, the Grafton Interfaith Clergy Association, and the diocesan Worcester corridor clericus. These groups were all reflecting on how their work has changed since Covid, and how we might use our time and affiliations best in serving the community. I continued to attend a monthly gathering for interim priests in the diocese. I also started bringing my therapy dog, Glory, to community organizations including the Sutton Senior Center and later, the Sutton Public Library. We make regular visits there as well as other places in Worcester and Metro West. Deacon Michael and I would meet weekly to reflect and brainstorm ideas for programming and worship opportunities, and I continued to meet weekly with the Wardens to give and receive support in this ministry together. Thanks to Brian Yacino and his kitchen crew, we returned to the Shrove Tuesday Pancake Supper, including the liturgical act of saying goodbye to "Alleluia" for Lent. Our Ash Wednesday services were both in-person.

The Tuesday morning Bible Study was attracting 10-12 people each week, and it continues to be a community of reflection and study, and a lot of laughter. The Wednesday evening Bible Study Zoom was attracting 1-3 people each week, which was a difficult thing to sustain. By the end of the Spring that offering was discontinued.

### Lent & Easter

I began to accompany members of the Pastoral Care team in their visits to homebound parishioners who regularly receive home communion. It was a great opportunity for me to get to know the visitors, and to meet parishioners who I normally do not encounter on Sunday mornings. I now include visits to those homebound parishioners who remain in my usual schedule.

The Lenten season was enhanced by a Wednesday evening book group, which was well attended and enjoyed. The need and desire for adult formation is quite active in this congregation, and I receive a lot of joy preparing and facilitating these opportunities.

Holy Week worship was well attended on Palm Sunday and Easter Sunday, but Maundy Thursday and Good Friday services were not. Perhaps discomfort with foot washing and the darkness of Good Friday are off-putting for most. I'm eager to explore this more and see how we can make the entirety of Holy Week an important spiritual experience for all.

### Easter Season & Pentecost Sunday

The Pastoral Care team started to grow in its ability and desire to bring back former ministries, starting with a needlework ministry. This group meets monthly to plan projects and share patterns, and meets casually during coffee hour to share their projects and have some social time. This also attracts other needleworkers to see what projects are underway and how we all can be involved.

During this time an effort toward starting a Good News Garden was coming together in earnest. Raised beds were purchased and assembled, plants were chosen to grow food for distribution to our community, a team of weekly water-and-weeders was assembled. We blessed our Garden, and the rest of our property, with a Rogation Sunday blessing outside.

### The Season of Pentecost & Advent

Following my June pilgrimage to Iona, where I got to know Lisa Green, former rector of St. John's, our Summer Potluck and Book Group began meeting on Wednesday evenings. This was a chance



for fellowship, prayer, and learning, all accompanied by a shared meal. We also planned for two outdoor worship services in July and August, which were well attended and enjoyed. Many thanks for those who had to do actual heavy-lifting to allow these services to happen!

Following our excellent Open House Picnic and Ministry Fair, our fall program year began. Tuesday morning Bible Study continued, along with a new every-other week, in-person Wednesday evening book group. As we anticipated a visit from Bishop Doug Fisher in November, a group of adults met through October to prepare to be confirmed or received.

Around this time, the search committee had interviewed three candidates for the rector's position, and none of them were a compatible match. I had been feeling a call to this position myself and decided to talk with Canon Simpson about the possibility of transferring my interim rector position to Priest in Charge, which would allow me to stay for a longer period with the opportunity to be called as rector after a time of discernment. Instead, Canon Simpson suggested that maybe I should just stay as rector! Within a few days the Bishop gave his consent to this unusual arrangement, the wardens and vestry gave their approval, and an announcement was made to the congregation in September. Bishop Fisher installed me as rector during his visit on All Saints' Day, and it was a glorious celebration.

November and December allowed me to switch gears from interim rector to settled rector. This meant a deeper commitment and focus on things that peaked my interest in the past year, and a desire to get more involved. I started to investigate children's formation opportunities that would work best for our community and found an exciting paradigm that will be launched after Easter. I had a chance to attend Worcester Fellowship and explore new ways of inviting the congregation into this ministry. I encouraged the vestry to pursue programs in place for upkeep of church buildings and we anticipate an energy assessment by Mass. Interfaith Power and Light in 2024. We ended the year saying goodbye to Deacon Michael Hamilton, offering him our gratitude and blessings as he finished his ministry among us.

I am so blessed to say that I'm quite happy here with you at Holy Spirit. After 20 years of ordained ministry, I feel my skills and faith have brought me to exactly the right place at the right time. I cannot wait to see what God has in store for us for this year, and beyond.

Respectfully submitted,  
Rev. Julie A. Carson, Rector

## Worship Leaders 2023

### **Eucharistic Ministers\***

Debbie Achilles  
Bill Johnston Pauline Johnston  
Pat Ainsley Baker Verna Kosiba  
Marialyce Worden Logan Rice  
Alice Ploysungwan Holly Dolan

### **Eucharistic Visitors\***

Bill Johnston Pauline Johnston  
Pat Ainsley Baker Verna Kosiba  
Alice Ploysungwan

### **Lay Preacher\***

Ray Connolly

### **Altar Guild**

Marialyce Worden Deb Fiore  
Becky Augustus Marsha Hudson

### **Tech Team**

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

### **Ushers**

Bill Johnston Pauline Johnston  
Sandy Piscitelli Bob Perkins  
Deb Fiore Pat Ainsley Baker  
Tim Woodcock Alex Woodcock  
Elizabeth Klisiewicz Steve Klisiewicz  
Marialyce Worden Verna Kosiba

### **Worship Leaders\***

Debbie Achilles Verna Kosiba  
Holly Dolan  
Pauline Johnston Bill Johnston

### **Readers**

Bob Perkins Jim Stejskal  
Brian Yacino Deb Fiore  
Ray Connolly Elizabeth Klisiewicz  
Logan Rice Holly Dolan  
Verna Kosiba Marialyce Worden

### **Counters**

Sandy Piscitelli Marialyce Worden  
Alice Ploysungwan Michelle Gagan  
Deb Fiore Lisa Stejskal  
Bob Perkins Holly Dolan

\* = licensed ministry

## The Wardens Report 2023

It's a bit of an understatement to say that 2023 was another exciting year for Holy Spirit Sutton! The year started off with the completion of the church profile. Huge accolades to the profile committee for their hard work and dedication in gathering the necessary information and putting our story in writing in record time. The diocese was very impressed with this and for a job very well done!

After the profile was completed and approved by the Vestry, the search committee began their due diligence with reviewing applicants for the position of Rector at Holy Spirit. This process took a lot of time, patience and many hours of zoom and in-person meetings. A total of three good candidates were submitted to the Vestry for whom in-person interviews and celebration of Eucharist, as well as tours of the area and rectory, were conducted. The Vestry was very appreciative of the search committee's careful consideration and sorting of the applicants. At times, this process was challenging and very stressful. Much appreciation and thankfulness to all of the search committee members and vestry members for their dedication and patience as we worked through this process.

As we all know, the culmination of this process ended with us calling the absolutely right fit, wonderful and thoughtful Rector for our congregation; the Reverend Julie Carson. We are truly blessed that Pastor Julie felt called to continue her ministry with us, and that the Diocese was willing to "bend the rules" in allowing our interim to be called as our Rector. Having served as our interim priest, Julie got to know us and we her as we leaned on her for guidance and support throughout the months of interviews and meetings. We are very confident that she will bring us through whatever the Holy Spirit has in store for our future as a congregation. Bishop Fisher presided at a joyful service of confirmation, reception, and installation of Julie as our Rector on All Saint's Sunday. Thank you to Deb Achilles and Marsha Hudson for arranging and coordinating the lovely brunch reception that followed. Food, fellowship, and fun were abundant.

Earlier in the year, the Shrove Tuesday pancake supper made a happy return, and was enjoyed by parishioners and many of our Community Breakfast regulars. Pancakes downstairs were followed by simple Eucharist upstairs, and the next day we switched gears as Ash Wednesday was upon us. Throughout Lent (and the remainder of the year), many partook in Christian formation opportunities provided by Pastor Julie, something that was articulated in the Parish Profile as a priority. The sanctuary was transformed from the somber tones of Lent to an explosion of color for a joyful Easter service. Thanks to all who made the generous donations that covered the cost of the flowers.

In addition to all of these goings on, the long-term tenant at the Rectory gave his notice in June. Once vacated it was clear that the interior of the building needed some TLC. Thanks to the great team of parishioners, led by our "landscaper, gardener and general handyman in residence" Jim Stejskal. that rolled up their sleeves and spend countless hours patching, repairing, cleaning, and painting the rectory. Special thanks to Hue Kimball and Dan Fiore who spent countless hours with paintbrushes in hand! Additional hours were spent pruning, weeding and cleaning up the Rectory grounds. A major water leak due to a frozen / burst exterior faucet pipe required significant mitigation of extensive water damage in the walls of the downstairs bathroom and the kitchen. Although insurance covered most of the repairs, special thanks to Bob McAllister who was able to do repairs in the bathroom and build replacement kitchen cabinet, saving the church significant time and money. All of this activity took most of the summer and the Rectory was ready for a new tenant in the fall; however, with the economy as it is it has taken some time to find the right tenant to occupy this space. We are very pleased to announce that a tenant has been found and will begin occupying this home on February 1<sup>st</sup>.

Throughout the year there were the usual minor repairs, maintenance and inspections that took place within the church building. Unfortunately, one of these inspections has led to the lift becoming inoperable. We are currently working towards a resolution with a local elevator company. Another major looming concern is repair or replacement of the furnaces. They are currently working but will need to be addressed before the next heating season begins.

The Good News Community Garden was a huge success! Thank you to our resident gardener, Jim Stejskal and his team of volunteers that tended to this garden by watering, weeding, picking and delivering the abundant produce. The local food banks, especially the one located at the Sutton Senior Center were very much appreciative! To compliment this garden, with Jim's help Julie St. John's Girl Scout troop planted a pollinator garden along the edge of the side parking lot. This was a great service project for the troop and is very much appreciated. In addition to attracting the bees to help pollinate the Good News Garden, it also helps to beautify the parking lot.

In line with our desire to worship "in a variety of ways", we experimented twice with summer outdoor worship in the back of the church (in the shade of the building), both of which were well attended. To mark the end of summer vacations, in September we held a well-attended (and delicious!) Parish Picnic accompanied by a Ministry Fair - we urge you to prayerfully consider joining a ministry team to support our parish community. Speak to anyone who has prepared a report for this annual meeting! The following Sunday, a special newcomer's coffee hour was held to provide an opportunity to welcome and get to know those who recently joined us. We have been blessed to welcome several new members during the year.

Many hands joined in greening the church for Advent; thanks to the parishioners who snipped and trimmed their bushes, there were plenty of greens for the window boxes and for Advent wreath making as well. Dressed for the season, the church looked welcoming just in time for Sutton Chain of Lights, held the following weekend. To mark the liturgical season change, the Altar positions were swapped and chairs were moved into a semicircle. The chairs provide more opportunity for us to be flexible with the sanctuary space so that we might experience worship in new ways. As Advent IV fell on Sunday December 24<sup>th</sup>, it was again with the help of dedicated parishioners that the sanctuary was transformed from Advent blue to Christmas red in short order following the 10 am service, in plenty of time for a 4:30 pm packed house Christmas Eve service. A smaller group enjoyed the beauty of the sanctuary at Christmas morning service. On December 31<sup>st</sup>, we said good bye to our beloved Deacon Michael following his last service with us, having held a festive pot luck send off for him earlier in the month.

We would like to thank the many individuals that have volunteered their time over the past year with the many tasks that needed to be handled, from repairs, prepping for pot-luck lunches, gardening, cleaning, decorating, and more. Our church family is blessed to have so many wonderfully, kind and helpful individuals who keep Holy Spirit moving forward every day!

Sandy Piscitelli and MaryAlice Worden  
Co-Wardens

## The Music Director's Report 2023

### Senior Choir Report

I'm glad to report another very successful year for the Holy Spirit Choir! The energy and dedication of our choir is exceptional and not the normal for a smaller congregation. We continue to expand our repertoire of music and we are so blessed to have a group that is willing to try anything that I throw their way. And, for that matter, the congregation has also embraced all the different types of music we are experimenting with! There is such a fantastic energy that we feel each week as we worship together. We are truly blessed.

Several times this year, we had the opportunity to welcome visitors to Holy Spirit who later spoke with me and shared their thoughts on our music ministry. They felt that with the variety of music styles that we use, the confidence and leadership of our choir, and a singing congregation, there was a wonderful spirit and energy that filled the church and the people in it. We believe that the music ministry here at Holy Spirit is critical to the life of our worship service and these observations help to make sure we are headed, and stay, in the right direction!

Please take some time and reflect on joining us. Rehearsals are on Thursday evenings from 7PM-8:30PM. And remember, all voices are welcome to share the word of God, even if you only want to share once in a while!!

Lynn Ljunggren  
Music Director



## The Treasurer's Report 2023

I stated in the 2022 Annual Report that we would face many challenges in 2023 due to a large budget deficit. In addition, we were still searching for a new rector, and we lost over half a year rental income from the rectory. Even with the strong offerings of our faithful congregation and the quarterly deposits from our Holy Spirit account that is invested with the Diocese, the operating account needed to be funded a number of times throughout the year. We took \$25,000.00 from the Church Savings account, \$15,000.00 of which came from an insurance claim for the rectory that we did not need to use thanks to one of our parishioners. We also took \$40,000.00 from the Support account which is also invested with the Diocese. However, if you look at our year-end account balances, you will see that we are still strong financially.

In January 2023, we had a \$15,000.00 surplus of capital funding after paying for the restoration of the outside of the church. As you may recall, we borrowed \$50,000.00 for 4 years at 4%. The Vestry voted to apply the surplus funds to the loan, saving over \$1,960.00 in interest and reducing the term to 33 months. The loan will be fully paid in May of 2025.

If you look at our Income and Expense figures, you will notice that our actual figures for 2023 are close to what we had budgeted. I broke out in a separate page, the extraneous income and expenses to give a more accurate operating picture for the year. These are items that were not budgeted or underbudgeted as they are not part of the day-to-day operations of the church. Without these items included, our actual operating deficit is (\$48,556.80), much lower than the (\$57,484.00) we had budgeted for the year.

Looking ahead to 2024, you will see that we have a much lower deficit. This is due to an increase in pledges, a new tenant for the rectory starting in February and continued quarterly draw from our Holy Spirit invested account. We continue to be blessed with strong financial support from the congregation and we thank you! Looking ahead, I believe we will only grow stronger as a faith community.

Bob Perkins-Treasurer



### Budget 2023 and 2024 Revenue

Accounts	Actual 2023	Budget 2023	Budget 2024
<b>Revenue</b>			
Total Offerings	\$ 116,421.90	\$ 113,200.00	\$ 141,028.00
Christmas Offering	\$ -	\$ 1,000.00	\$ 1,000.00
Easter Offering	\$ 1,387.67	\$ 1,000.00	\$ 1,000.00
Gift Offering	\$ 667.86	\$ -	\$ -
Pastor Discretionary Offering	\$ 346.50	\$ -	\$ -
Memorial Fund Offering	\$ 1,050.00	\$ -	\$ -
Lenten Offering	\$ 150.00	\$ -	\$ -
Coffee Hour Donations	\$ -	\$ -	\$ 100.00
Rent and Building Use	\$ 11,800.00	\$ 9,300.00	\$ 28,250.00
Endowment Fund Interest	\$ 33,497.19	\$ 30,000.00	\$ 33,000.00
Easter Flower Donation	\$ 703.28	\$ 300.00	\$ 500.00
Christmas Flower Donation	\$ 1,138.76	\$ 500.00	\$ 500.00
Mission Outreach	\$ 1,500.00	\$ 500.00	\$ 500.00
Worcester Fellowship Offering	\$ 918.80	\$ -	\$ -
Community Breakfast	\$ 849.00	\$ -	\$ 850.00
Fundraising General	\$ 4,597.08	\$ 3,000.00	\$ 3,300.00
Christian Formation	\$ 240.00	\$ 200.00	\$ 200.00
Miscellaneous Income	\$ 239.81	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 175,507.85</b>	<b>\$ 159,000.00</b>	<b>\$ 210,228.00</b>

## Budget 2023 and 2024 Expenses

Accounts Expenses	Actual 2023	Budget 2023	Budget 2024
Salaries and Benefits	\$ 126,100.88	\$ 124,934.00	\$ 138,543.00
Insurance	\$ 3,186.75	\$ 4,867.00	\$ 5,669.00
Deacon Gift Expense	734.06	\$ -	\$ -
Office Expenses	\$ 8,653.44	\$ 7,742.00	\$ 7,449.00
Utilities	\$ 16,764.41	\$ 13,810.00	\$ 14,890.00
Repairs & Maintenance	\$ 9,757.03	\$ 9,100.00	\$ 9,400.00
Organ & Piano Maintenance	\$ 200.00	\$ 500.00	\$ 400.00
Rectory Expenses	\$ 9,496.75	\$ 7,500.00	\$ 12,000.00
Local Share	\$ 22,133.00	\$ 22,133.00	\$ 20,638.00
Tithely Fee	\$ 1,421.56	\$ 1,600.00	\$ 1,400.00
Diocesan Convention	\$ 105.00	\$ 500.00	\$ 400.00
EMWM Loan Expense	\$ 13,547.40	\$ 13,548.00	\$ 13,548.00
Communication	\$ -	\$ 500.00	\$ 500.00
Coffee Hour	354.56	\$ 100.00	\$ 200.00
Music	\$ 526.00	\$ 800.00	\$ 600.00
Worship Support Expense	813.81	\$ 1,200.00	\$ 1,000.00
Christian Formation Expense	\$ 193.95	\$ 250.00	\$ 200.00
Easter Offering Expense	\$ 1,389.00	\$ 1,000.00	\$ 1,000.00
Christmas Offering Expense	\$ -	\$ 1,000.00	\$ 1,000.00
Connect Africa	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Worcester Fellowship Expense	\$ 2,322.00	\$ 1,200.00	\$ 1,200.00
Mission Outreach	\$ 961.28	\$ 500.00	\$ 500.00
Pastoral Care	\$ 40.00	\$ 500.00	\$ 500.00
Chain of Lights	875.53	\$ 900.00	\$ 700.00
Easter Flower Expense	\$ 563.34	\$ 300.00	\$ 500.00
Christmas Flower Expense	\$ 267.10	\$ 500.00	\$ 500.00
Other Operating Expense	\$ 108.40	\$ -	\$ -
Bank Fees	\$ 30.00	\$ -	\$ -
Capital Expense	\$ 861.90	\$ -	\$ -
Transfer from Operating to Memorial	\$ 1,050.00	\$ -	\$ -
Transfer from Operating to Discretionary	\$ 607.50	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 224,064.65</b>	<b>\$ 215,984.00</b>	<b>\$ 233,737.00</b>
<b>Net Total</b>	<b>\$ (48,556.80)</b>	<b>\$ (56,984.00)</b>	<b>\$ (23,509.00)</b>



## Extraneous Operating Items 2023

Account	Actual 2023	Budget 2023	Budget 2024
<b>Revenue</b>			
Transfer from Church Savings to Operating-Remaining Capital Income	\$ 15,000.00	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 15,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Account Expenses</b>			
Clergy Search	\$ 5,286.82	\$ 500.00	\$ -
EMWM Loan Prepayment	\$ 15,023.92	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 20,310.74</b>	<b>\$ 500.00</b>	<b>\$ -</b>
<b>Net Total</b>	<b>\$ (5,310.74)</b>	<b>\$ (500.00)</b>	

## Balance Sheet

### As of 12/31/2023

#### Holy Spirit Episcopal Church Statement of Financial Position

As of: Dec 31st 2023 | Filtered by: Fund, Core Account

#### Assets

01-1000-0000 Operating Account	14,318.64
01-1001-0000 Church Savings Account	4,618.52
01-1002-0000 Memorial Fund	29,855.25
01-1003-0000 Repairs Account-Vested	52,053.88
01-1004-0000 Support Account-Vested	109,160.24
01-1005-0000 Holy Spirit Account-Vested	683,787.34
01-1007-0000 Rector's Discretionary Account	2,671.51

#### Total Assets

**\$ 896,465.38**

#### Liabilities & Net Assets

##### Liabilities

01-2002-0000 EMWM Loan	18,628.38
Total Liabilities	18,628.38

##### Net Assets

01-3000-0000 Net assets without donor restrictions	877,837.00
Total Net Assets	877,837.00

#### Total Liabilities & Net Assets

**\$ 896,465.38**

## COMMITTEE REPORTS 2023

### MISSION AND OUTREACH

We continue to find new opportunities to come together and engage in mission and outreach. After much planning, during the spring and summer we created and cared for a Good News Garden. Parishioners took turns weeding, watering, and harvesting. The food pantries in Sutton and Millbury were thrilled to receive fresh produce during the summer and into fall. We also supported the Sutton, Millbury, and Grafton food pantries with huge donations of items that are not covered by SNAP benefits such as paper and hygiene products. Twenty two “birthday bags” filled with cake mixes, frosting, and decorations were delivered to the Sutton food pantry. “Attic Treasures” during Chain of Lights is another initiative where we offer a range of gift and household items priced at \$1.00. Folks were lined up for the “fill a bag for \$5.00” at the end of the day!

Each month we continue to make lunches for Worcester Fellowship. 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 community. Annually, we commit to sending \$1000 to CONNECT Africa and monthly we send \$100 to Worcester Fellowship. We also partner with local community agencies doing great work when we donate both our Easter and Christmas offerings.

A big THANK YOU for all you have done to support these efforts that make a difference to so many!

Respectfully submitted,  
Holly Dolan

### 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. So a big, big thanks to all of you for being pastoral care during 2023

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 special projects like hosting periodic coffee hours and trying to find new ways to support our parish family.

2023 gave birth to the new knitting/ needlework ministry. What started as making blankets for baptisms grew into its own separate ministry. Also during 2023 there were discussions and planning for a healing ministry, a Meal Train ministry, and a rides ministry: all of which will be starting in early 2024.

The Pastoral Care Committee was saddened this year by the withdrawal of Bill Johnston. He had been a founder of Holy Spirit Pastoral Care Committee and it's leader for many years. We already miss him. We were blessed this year, however, with the addition of Patty Kelly-Bedard and Jean Bruce-Wiegersma. Their ideas and commitment, added to Pat Ainsley-Baker, Pauline Johnston, Alice Ploysungwan, and Cyndi Davis' faithfulness, have served to help us expand.

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

Blessings always,  
Verna Kosiba

## NEEDLEWORK MINISTRY

Last spring the pastoral committee set forth the concept of a needlework group that would crochet/knitted items to be donated to various organizations. May 4th was the first meeting, when it was decided to meet at 10:30 am every first Thursday of the month and casually after church during coffee hour. Projects have included:

- baptismal blankets
- pocket prayer shawls
- prayer shawls
- hats and scarves for Chain of Lights.

Items not sold were donated to Worcester Fellowship and local town nurse.

There was a good response from the parish members who wanted to participate in the program, which resulted in an abundance of hand crafted items. All items were well received. We looking forward to another year of providing items of comfort and warmth made with care, prayer and fellowship.

Pat Ainsley-Baker

### CHAIN OF LIGHTS

Saturday, December 2, 2023

Chain of Lights is Sutton's kickoff event of the holiday season that occurs on the first Saturday in December each year. Various participants throughout town display their sites during the day from 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 to highlight our church and the welcoming hospitality of our congregation.

This year our leadership group included: Lynn Ljunggren-Cookie Walk, Holly Dolan and Maryalice Worden-Attic Treasures, Brian Yacino-Music and Singing, Cyndi Davis and Lisa Stejskal-Raffle Baskets, Donna Donovan-Crafts, Logan Rice-Kitchen and new this year, Alice Ploysungwan-Popcorn. In addition, many parishioners were on hand that day to help where needed. We also had parishioners who baked cookies, cooked food, made raffle baskets, sang, or played an instrument, or donated to the Attic Treasures. In whatever way you were involved, please know you are very much appreciated, thank you!

The day of the event was very busy, and we had a lot of people pass through. Visitors always enjoy our offerings and many left with full hands. More importantly, people got to see the inside of the church and feel the warm welcoming of our community. Again, a HUGE thank you to everyone involved!

Cookie Walk	\$1,114.25
Attic Treasures	\$312.00
Crafts	\$1,067.27
Raffle Baskets	\$1,156.00
Kitchen	\$530.00
Popcorn	\$67.00
<b>Total</b>	<b>\$4,246.52</b>
Expenses	\$524.97
<b>Net Total</b>	<b>\$3,721.55</b>



*Connecting people with God by Sharing the Good News*

## GROUNDS & LANDSCAPING



Although there is no “official” committee, here’s a report of things that have been done! 2023 was a very active year for grounds upkeep and development!

Two raised bed planters were installed to provide fresh vegetables to local food pantries. The winter squash did not work as well as expected, but the zucchini was incredibly prolific! Changes to the variety of vegetables are in the works for next season!

Big thanks to Julie St. John’s Girl Scout troop for their work on our new pollinator garden! Jim and Hue rototilled and removed rocks, Jim and MaryAlice spread some loam to enrich the bed and laid down weed fabric. The girls planted >30 perennials to attract pollinators. Mulch was then applied. It will be beautiful this summer!

Cyndi Davis’ Girl Scouts planted bulbs from Easter plants in the bulb garden at the front of the parking lot.

We put down weed fabric and mulched the area to the right of the driveway as you enter from Pleasant Street and refreshed the mulch elsewhere on the property. Our church-wide yard workday was a BIG success – many hands make light work!

A few new perennials were planted to replace some that did not survive the winter. Pruning of the flowering shrubs was done to maintain their shape and size.

Rock was brought in to address some issues with erosion around the parking lot, and additional stone will be needed for one area in 2024.

Much work was done around the rectory in preparation for new tenants, as well as for general maintenance – nature has a way of taking over if ignored! Many thanks to Hue for his help, as trees and shrubs were removed or pruned to open up the yard and make the house more visible. The far side of the house had weed fabric and mulch installed. Many thanks to Alice P. for trimming all the ferns and other plants on the front and north side of the house! We have a number of things to do next season to get the property up to snuff!

There will be more information to come about future plans, complete with volunteer opportunities!

Respectfully-  
Jim Stejskal

## WELCOMING/NEWCOMER COMMITTEE

The new Welcoming/Newcomers Committee was formed in 2023 during a vestry meeting. The first activity was to order information cards for new parishioners to provide their contact information to us (Thank you Pastor Julie!). We hosted the first newcomers event - a breakfast to welcome 12 new parishioners (including 2 children) with a Welcome Gift Bag filled with information about Holy Spirit Episcopal Church and a few goodies as well. Donna Donovan did a great job of decorating for us. At the ministry fair, two new volunteers joined the committee: MaryAlice Worden and Debbie Achilles.

In 2024 we will continue to welcome new parishioners to our very special church.  
Respectfully,

Michelle Gagan

## **Slate of Candidates for Elected Positions 2024**

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

Jr. Warden	Sandy Piscitelli (5 <sup>th</sup> year)
Sr. Warden	MaryAlice Worden (3 <sup>rd</sup> year)
Treasurer	Robert Perkins (7 <sup>th</sup> year)
Clerk	Lisa Stejskal (2 <sup>nd</sup> year)

### **3 year Vestry term ending in 2025**

Holly Dolan	Logan Rice (completing an uncompleted term)
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### **3 year Vestry term ending in 2026**

Michelle Gagan	Alice Ploysungwan
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### **3 year Vestry term ending in 2027**

Tim Woodcock	Rebecca Taki-Smith
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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;

Phil St. John

Ray Connolly

Deb Fiore

Charlie DeVane

MaryAlice Worden

Sandy Piscitelli

Rev. Julie Carson