

ST. MARY'S CHURCH

BURLINGTON & NEW JERSEY

A Living Faith

in a Historic Place



2020
ANNUAL
PAROCHIAL
REPORTS

JANUARY 31, 2021

2020 ANNUAL REPORT

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The Annual Meeting of St. Mary’s Parish was called to order and opened by prayer on January 27, 2020 at 11:24a.m. by The Rector with 56 persons in attendance.

The first order of business was the nomination and election of Barbara Frake, Clerk Pro Tem by unanimous acclamation. (*J. Burr/G. Haney*). A motion was made to disburse with the reading of the minutes from the 2019 meeting and approved unanimously. (*S. Quinn/G. Collins*)

The Rector welcomed those attending for the first-time including Rachel Martin Britland, Armand Bianchini, Oliver McCann and Mary Wirth. He thanked Lou Ann McIntyre and everyone who helped prepare, organize, and contribute to the Potluck brunch.

The Rector introduced and recognized Carol Seward, retiring Warden and thanked her for her service and leadership. He also thanked all the remaining outgoing Vestry members – Gary Collins, Barbara Frake and Davis Parker for their leadership during their term.

Carol Seward, Retiring Senior Warden and Chair of the Nominating committee then presented the nominations for office this year:

- Warden (2-year term): **A. Davis Parker, Jr.** (*G. Haney/H. Conard*)
- Vestry (3 year term): (3) (*G. Collins/S. Quinn*)
 - Daniel Martin**
 - Jim Clark**
 - Armand Bianchini**
- Convocation Deputies (1 year term): (*B. Reynolds/C. Reynolds*)
 - Judy Burr**
 - Penny Hampton**
 - Tony Hampton**
 - Maryann Augustyn**
 - Carol Seward**
 - Gary Collins**
- Diocesan Deputies (1 year term): (*G. Collins/K. McCann*)
 - Susan Harnischfeger**
 - Bernadette Boyle**
 - Philip Page**
- Alternate to Diocesan Convention (1 year term): (*S. Quinn/R. Britland*)
 - Nelson Rainier**
 - Barbara Frake**
 - Daniel Martin**

The nominated slate for Warden, 3 members of Vestry, Convocation Deputies and Diocesan Deputies and Alternates were elected by unanimous vote after a motion to close the nominations. (*D. Anderson/S. Quinn*).

The Rector thanked Carol Seward and members of the nominating committee Bob Bacon, Gary Collins, and Tony Hampton for their work.

The Rector expressed his thanks to Davis Parker (Verger), B. Frake (Sacristan), Gerald Gares (Lay Readers/Chalice Bearer, Jennifer Martin (Altar Guild), Yvonne and Warren Herbst (Church School) Bob Bacon Master of the Chimes, Lauren Ancharski and Daniel Martin, assistant chimers for their support throughout the year. He thanked Cliff Frake, Sexton who in addition to his regular duties takes on many tasks around the parish. He thanked all the acolytes (Mikell and MJ Dolo, Kai Martin, Randy and Lauren Ancharski and Jade Zack for their faithful service.

The Rector noted the death in May of Dr. Robert T. Mead whose absence is felt in all aspects of parish life. Dr. Mead generously left the parish the bulk of his estate and his home on W. Broad Street. In addition, a former Friday noon worshiper, George Vishneskey who along with his partner the late Richard Cheney generously left the parish a bequest of \$108,000.

The Rector noted the hiring of our new Bookkeeper Mary Bohn and thanked Bernadette Boyle for not only filling in as volunteer bookkeeper but her work in automating, documenting, and making processes as efficient as possible.

Updates in the Guild House including, new skylights in the kitchen, the roofing and siding on the cooler room and replacement/repair of soffits were completed in 2019. All these issues have help alleviate moisture incursion issues in the Guild House.

The Lynch Gate got a new roof; the stonework was repointed with a generous gift from Ned Taggart in memory of his grandmother, Hannah Watts.

The Rector noted that in 2020 we will be turning our attention to the New Church project partially funded by a New Jersey Historic Trust grant that will address and remediate moisture issues with New St. Mary’s. The project will address site drainage, gutters, and roof repairs. The expected cost of that project is \$350,000 of which \$150,000 is paid for by the grant. Yvonne and Warren Herbst asked if that would alleviate the moisture issues in the Choir Room. The Rector noted that it should and before any interior work is done it we should wait for the completion of the grant project.

Donald Wood asked about the repointing of the New Church. Yvonne Herbst asked about plaster damage due to moisture in the nave. The Rector said that this too would

be addressed after the exterior moisture issues are addressed and that he did not see anything dangerous that needed to be addressed before that.

The Rector noted that Consecration Sunday was again successful and resulted in new pledges and increases.

The Rector relayed from Choir Master/Organist Lee Milhous gratitude for everyone's prayers and help during his recent medical issues. Thanks especially to Christian Reynolds and Rachel Britland for leading the choir and music in his absence.

Tony Hampton, Finance Chair entertained questions about the Financial Reports and highlighted the following

- For the most part expenses tracked to budgeted amounts.
- Donald Wood asked about energy expenses. They are now under expenses for each building so they can be tracked to that building.
-

There being no further business, the meeting was unanimously adjourned (*D. Anderson/C. Robertson*). The Rector closed the meeting with prayer at 11:57 a.m.

Respectfully submitted,
Barbara Frake, Clerk Pro Tem

From the Parish Register

Necrology

Beatrice Wojick
Clifton C. Frake, Jr.
Joseph Gary Brotz

Baptisms

Oliver Conard McCann
Isabella Margaret D'Alessio

THE RECTOR

The Rev. J. Connor Haynes, SSC
therector@stmarysburlington.org

PARISH OFFICERS

Wardens

Lou Ann McIntyre, Davis Parker, Jr.

Vestry

2021

Amy Ancharski
Tony Hampton
Gail Haney

2022

Meg Faunce
Mark McCann
Carole Parkerson

2023

Daniel Martin
James Clark
Open

Organist and Choirmaster

Lee Milhous
leemilhous@stmarysburlington.org

Parish Secretary

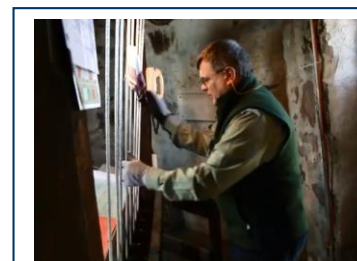
Linda Cerce
parishoffice@stmarysburlington.org

Financial Secretary

Mary Bohn
finance@stmarysburlington.org

Chimers

Master of the Chimes: Robert Bacon
Assistant: Daniel Martin





2020 was certainly not the year anyone expected, and not like any other year. Much of the year was spent in “survival mode” – trying to figure out how to be and do Church in the midst of a pandemic and lockdowns.

As I look at photos from 2019 in last year’s annual report, I realize how much

I’ve missed the regular activities and interactions of parish life! We’ve now had experience holding meetings via Zoom, which is certainly better than not being able to meet at all, but it’s not the same as being together in person.

Public worship has been off and on depending on instructions from the Diocese and the COVID case rates during the year. We have spent most of the year in our usual “summer home” of Old St. Mary’s. We have become much more familiar with live-streaming of services! – and I expect this will continue in the future. Whether it has been me alone, or me with a handful of assistants, or a limited number in public attendance, along with those who have participated online, we have continued to observe Sunday worship as best as possible under the circumstances. I’m enormously grateful to our lay readers, and to Barbara Frake, our Sacristan, for their support in this.

We have continued to reach out to those in need in our community and region through the Ladle of Love, operating only as a food pantry at this time. The volunteers who coordinate and participate in this outreach ministry have been exceedingly dedicated!

Work was begun on a major roof and rainwater drainage project on the New Church. This will involve new gutters – the building hasn’t had gutters since the fire of 1976 – along with downspouts and drainage lines to carry water away from the building. It will also involve some repairs to the roof. This project is partially funded by the New Jersey Historic Trust.

In addition, a major renovation of the Guild House library was undertaken, as described later in this report. Further work on the Guild House is planned.

The pandemic has had an impact on us financially, of course, in terms of reduced giving, plate offerings, and contributions from groups using our facilities. This has been mitigated to a great extent by the faithful giving of most of our parishioners even *in absentia*. A federal Paycheck Protection loan, since forgiven, has assisted us in maintaining our staff.

The estate of Dr. Robert Mead was settled. St. Mary’s the primary beneficiary, and Dr. Mead’s bequest added some \$1.6 million to our endowment funds. We are forever grateful to those who have generously endowed St. Mary’s over the years!

Our staff have been creative and dedicated in rising to the challenge of working from home etc. during this time, which is much appreciated.

We were saddened by the death of our long-time sexton, Cliff Frake. It will be a challenge to find someone to take over his duties, with his interest in and commitment to St. Mary’s.

As a parish we have been fortunate. Several of our parishioners have suffered from COVID-19, but we have had no deaths, for which we can be very thankful.

We can’t know, of course, when life will begin to return to “normal,” or what that “new normal” will look like. Undoubtedly there will be continued challenges in the months and years to come. On the other hand, this may well present us with new opportunities and the occasion for a renewed commitment to the ministry and mission of the Gospel in the Church. May St. Mary’s be strengthened and empowered, after 318 years, to rise to those new challenges and opportunities!

Faithfully,

Fr. Connor Haynes
Rector



PARISH FINANCIAL STATEMENT

	Actual 2019	Actual 2020	Budget 2020	
<u>INCOME</u>				
Pledges	218,189	199,359	209,000	<i>Pledges & loose check offerings</i>
Plate	3,605	959	3,500	<i>Cash/coin contributions at services</i>
Special Offerings	14,170	10,013	12,000	<i>Primarily holiday & thank-offerings</i>
Investment Income	59,265	57,154	60,000	<i>Investment/Acct Interest & Dividends</i>
Investment Growth	82,407	0	82,132	<i>Utilized to Balance the Budget</i>
Parish Organizations	0	0	0	<i>ECW, etc. 2018: closed inactive Accts</i>
Use of Facilities	6,035	2,857	6,500	<i>Guild House Rentals</i>
In/Out Donations	8,038	2,157	0	<i>Special gifts that pass thru via outreach</i>
Other Income	1,916	39,989	1,500	<i>Misc. income: coffee hour, events, PPP</i>
Total Income	393,643	312,488	374,632	

EXPENSES

Personnel	202,259	207,671	209,572	<i>Rector, Admin Asst, Finance Sec, Organist, Janitor</i>
<u>Admin</u>				
Office Supplies & Paper	3,030	1,581	4,500	<i>Stationery, bulletin cover, etc</i>
Office Equipment Lease	3,765	4,292	4,500	<i>Copier, Postage meter</i>
Technology	4,033	5,945	3,000	<i>Hardware & software</i>
Postage	1,539	1,714	1,750	<i>Postage</i>
Miscellaneous Office	1,432	1,156	1,000	<i>Items not covered in the above</i>
Payroll Service	1,505	1,286	2,500	<i>ADP payroll service, incl tax filings</i>
Total Office Expense	13,799	15,975	17,250	
Insurance	32,233	32,591	31,905	<i>Property, casualty, worker's comp, etc</i>
Total Insurance Expense	32,233	32,591	31,905	
Rectory: Maint, Repairs, Utilities	6,992	7,618	11,155	
Old Church: Maint, Repairs, Utilities	17,780	9,732	11,685	
New Church: Maint, Repairs, Utilities	8,855	5,718	12,494	
Guild House: Maint, Repairs, Utilities	56,275	27,862	31,119	<i>Repair/replace soffits and painting</i>
Maint. & Repairs Supplies	2,364	2,364	1,600	<i>General supplies & misc repairs</i>
Total Maintenance & Repair	92,266	53,294	68,053	
Electricity		Now	0	<i>All buildings</i>
Energy Efficiency Repayment		Tracked	0	<i>Reimburse PSE&G for fixture upgrades</i>
Gas		By	0	<i>All buildings</i>
Telephone & Communication		building	0	<i>All buildings</i>
Water & Sewer	0	0	0	<i>All buildings</i>
Security	288	193	600	<i>Old/New Churches, Guild House</i>
Fire Protection	5,852	1,960	4,500	<i>Old/New Churches, Guild House</i>
Total Utilities	6,140	2,153	5,100	
Total Admin.	346,697	311,684	331,880	
Ministry & Mission				
Adult Education	0	0	0	
Church School	0	0	0	
Total Christian Formation	0	0	0	

	Actual 2019	Actual 2020	Budget 2020	
Congregational Life	4,466	4,021	5,500	<i>Fellowship events, nursery</i>
Total Congregational Life	4,466	4,021	5,500	
Altar Supplies	943	1,882	1,500	<i>Altar Wine, Candles, etc</i>
Music Supplies	0	0	250	<i>Sheet Music, etc</i>
Music Substitutes	350	0	400	<i>Stand-in Organist</i>
Organ/Piano	1,201	0	500	<i>Maintenance & Repair</i>
Total Worship	2,494	1,882	2,650	
Program & Publicity	0	0	1,500	<i>Signs, publicity, brochures, etc.</i>
Total Program & Publicity	0	0	1,500	
Rector's Fund	2,600	2,400	2,400	<i>Discreet assistance to needy</i>
Theological Education	1,750	0	1,750	<i>Donation to Nashotah House</i>
Diocesan Pledge	24,000	24,000	24,000	<i>Supports admin & outreach</i>
General Outreach	4,010	3,800	6,500	<i>Planned & emergency needs</i>
In/Out Donations	7,627	2,275	0	<i>Distribution of pass-thru gifts</i>
Total Outreach	39,987	38,378	34,650	
Total Ministry & Mission	46,947	46,946	44,300	
Total Expenses	393,644	355,965	414,085	
Net Income/Loss	0	0	0	

FINANCIAL ASSETS: Investments, CDs, Savings/Checking Accounts			
	Value On 12/31/19	Value On 12/31/20	Notes:
1. St. Mary's Endowment Fund – Self-managed	212,445	229,321	<i>Funds Generate Interest & Dividend Income for Operating or Churchyard Expenses</i>
2. St. Mary's Endowment Fund – Morgan Stanley-managed	2,290,660*	2,235,273	
3. Churchyard Endowment Fund – Self-managed	545,489	486,878	
Total St. Mary's and Churchyard Endowments	3,048,594	2,951,472	<i>A permanent fund. Principal cannot be used Some ear-marked for special projects.</i>
4. Capital Endowment – SSGA-Managed (through Diocese)	124,632	141,790	
5. Capital Fund Investment (self-managed) <i>Betty Gilbert bequest, other bequests & donations.</i>	574,130*	1,271,108	
6. Other CDs, Savings/Checking, etc. Account Balances	70,363*	176,705	<i>Not included in the above</i>
GRAND TOTAL	3,817,719*	4,541,075	1+2+3+4+5+6

*2018 values changed based on final investment statements

CHANCEL GUILD FUND		
INCOME	Easter Flowers	0
	Christmas Flowers	65
	Altar Flowers	2,165
	Hymnals	0
	Perpetual Fund Gifts	0
	Wedding Torches	0
	Sanctuary Lamp	270
	Total Income	\$2,500
EXPENSES	Easter Flowers	0
	Christmas Flowers	82
	Altar Flowers	1,810
	Palms	121
	Hymnals	0
	Torch Candles	0
	Vestments	0
	Misc. Supplies	844
	Total Expenses	\$2,857
	Difference	(\$357)
Checking Account Santander Bank	5,995*	
Chancel CD Cornerstone Bank	11,106*	
Perpetual Flowers CD Cornerstone Bank	7,366*	

CHURCHYARD FUND		
INCOME	Gifts	0
	Memorials	5,125
	Sale of Lots	(300)
	Interment Fees	3,300
	Foundation Fees	448
	Investment Income	17,952
	Other Income	0
	Total Income	\$26,525
EXPENSES	Grave Openings	1,650
	Mowing	18,389
	Tree Service	0
	Snow Removal	0
	Repairs	2,900
	Total Expenses	\$22,939
Difference	\$3,586	
CY Checking Acct Santander Bank	\$8,376	
Cornerstone Bank CD	\$27,260	

*NOTE: These figures are included in the Financial Assets on the previous page

CAPITAL FUND		
INCOME	Insurance Settlement	0
	Bequests/Gifts/Misc.	1,189,516
	Interest/Dividends	1,122
	Birthday Offerings	702
	Total Income	\$1,191,340
EXPENSES	Historic Preser Grant	60,350
	Wrought Iron Repairs	0
	GH Roof (partial pmt)	0
	GH Repairs	51,139
	Lychgate Repairs	0
	Other	203
	Total Expenses	\$111,489
Difference	\$1,079,851	
Capital Fund Assets	\$400,357*	

MUSIC FUND		
INCOME	Gifts	2,050
	Concert Offerings	0
	Music Series Gifts	0
	Christmas Music	0
	Easter Music	0
	Interest	0
	Total Income	\$2,050
	EXPENSES	Vocalists
Christmas Music		0
Easter Music		0
Music Series		0
Total Expenses	\$4,700	
Difference	(2,650)	
Music Checking Acct. Balance	\$1,116*	

LECTORS, LAY READERS AND CHALICE BEARERS

Annual Report-2020

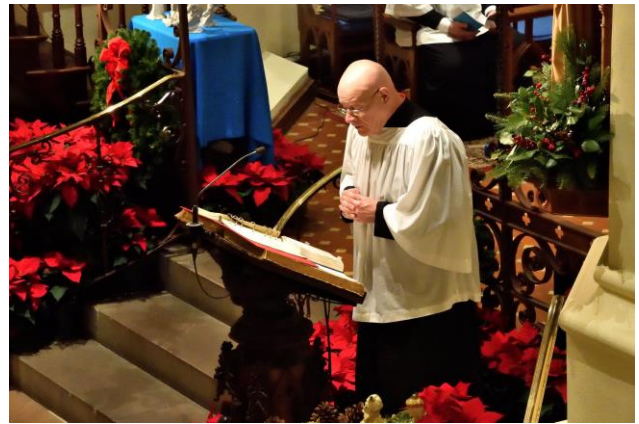


St. Mary's values, highly, the skills, vision and leadership of our lay members called to serve as lectors, lay readers, and chalice bearers. This year of the pandemic our lay ministry had to adjust to the changes necessary to allow for services to be held, first with limited congregation participation and later, to what continues to be available via live and taped coverage of Sunday service at 9:00 am. COVID-19 has impacted many including our members. Consequently, the number of persons needed to serve has been limited to one or two for each mass. Volunteers were asked to indicate their availability to serve and I would be remiss if I did not acknowledge and thank those who have served this year, especially during the pandemic months, March through December (and continuing as we begin the new year): Jim Clark, Lorraine Fazekas, Barbara Frake, Jennifer Martin, and Carol Seward. In addition, Bob Bacon and Dan Martin have shared the responsibility of chiming and Dan has also helped with lay reading. Health issues prevented Dave Parker and me from participating much and Phil Page was unavailable because of family commitments. As far as lectors go, our numbers decreased, with the "retirement" of Chris Martin which left us with two for the abbreviated year, 2020. Elizabeth Clark and Susan Harnischfeger "carried the load" and have

continued their excellent reading. To all our lay ministers, THANK YOU for another year of providing stewardship of time, energy, and talent.

Respectfully submitted,

Dr. Gerald M. Gares



ST. MARYS LAY MINISTRY WANTS YOU!

Annual Report 2020



This was indeed an interesting year for the music program at Saint Mary's. The choir of Saint Mary's continued to provide appropriate and inspiring music for the 9 a.m. Choral Mass on a weekly basis from January through March 15 with the onset of the Covid lockdown. Preparation for this musical offering occurred at weekly 1.5-hour rehearsals on Thursday evenings, and 40-minute Sunday morning rehearsals during that short time. I would like to extend my thanks to all our singers for their dedication of time and energy; without them the program would simply not exist.

The choir is always seeking individuals that can read music and sing in harmony. If you would like to support your parish in this vital ministry – if even for just a liturgical season – please contact me, or any member of the choir. It is our Christian duty to be good stewards of our blessings!

The remainder of the year saw periods of complete lockdown when our church was silent for months on end. For other periods we had worship that included organ only, as singing was banned during the pandemic. Here is to hoping that we may see a return of our choir, and a more normal music program sometime in 2021!

Respectfully Submitted,
 Lee Franklin Milhous
Organist and Choirmaster



WHAT A YEAR!

Ladle of Love, established in 2004, started 2020 as usual: as a Soup Kitchen serving a prepared meal, that also offered a Food Pantry, providing take-home groceries. We averaged 105 people (adults and children) each LOL day. These guests looked forward to a tasty, sit-down meal and amiable fellowship with other diners and LOL volunteers.

By mid-March, COVID-19 was on everyone's mind... and the impact was felt by our parish, guests, and volunteers alike (to say nothing of the impact on the entire world). Serving a sit-down meal to 72 people at a time was OUT; but our volunteers immediately committed to keeping the food pantry going through the crisis, open as usual on the 2nd, 3rd, and 4th Wednesdays of the month.

Because the groups who used the Guild House also could not meet, the entire dining room was converted into a warehouse and distribution center for an expanded Food Pantry... and remains so until the Guild House is again needed for community groups meetings.

In the spring, St. Mary's Ladle of Love qualified for – and was awarded – a 'COVID grant' of \$10,000 from the South Jersey Food Bank to keep the food pantry open and/or expand it. While we were not able to expand LOL to more than 3 times a month, we were able to store, and then distribute, a larger amount of food to LOL guests.

HERE'S HOW IT WORKS:

1. As a participating agency of the South Jersey Food Bank (located in Pennsauken), we receive 4,000-6,000 lbs. of food each month – at no cost. Once we know the monthly SJFB food allocation (which is based on the number of people in the households we serve), we then purchase supplemental items like meat, dairy products, canned veggies, bread, etc. from local stores for guests to prepare meals at home. From time to time, we also purchase household staples like soap, toilet paper, personal hygiene products, etc. Several generous volunteers provide pet food for guests. This fall we purchased a chest freezer to better accommodate the increased volume of frozen protein products we buy or receive from the SJFB.

2. We initiated a COVID-safe protocol to protect volunteers and guests from the virus: fans circulate air in the Guild House; we encourage just one person per household to pick up the groceries (and we discourage children from accompanying the adults); guests & volunteers wear masks & gloves (we provide them, if needed); grocery tables are set up to separate the guests from volunteers by 6 feet; guests are admitted one at a time, and no more than 6 guests are in the Guild House at a time; guests enter the front door, register at the sign-in desk, select the food they want, and exit the rear door. Strategically placed chairs in front of the food tables help guests maintain the 6' separation recommended by the CDC. *Note: Our guests have been very compliant with these requirements.*

Each Ladle of Love day, guests leave with \$50-60 of groceries. Because we do not serve a meal – usually attended by multiple family members – the number of guests who visit the food pantry is lower than that of a prepared meal.

Since the SJFB requires food pantry guests to be registered (and meet minimum qualifications), we now know more about

them, and these statistics are shared with the parish via E-news and/or the Sunday bulletin. The food pantry at St. Mary's has been serving an average of 55 households each time. In those households are 120-160 people. Most of these people are residents of the immediate Burlington area.

HERE'S WHY IT WORKS:

1. Volunteers: Ladle of Love is blessed with a dedicated group of volunteers. Leadership has both parish and community components. Leading by example, Father Haynes interacts with guests, helps with inventory, and assists with end-of-day tasks. Bernadette Boyle is lead coordinator; and Barbara Frake is treasurer. Barbara Dover assumed Food Pantry leadership from Steve Quinn when he retired at the end of the summer. She coordinates SJFB allocations/deliveries, purchases supplemental food/supplies, maintains inventories, and directs food pantry volunteers. Wendy Kasper has continued as volunteer coordinator, moving her group of meal servers to food pantry tasks... making sure the tables are adequately staffed.

St. Mary's and the community also provide volunteers for LOL operational needs. The food prep / kitchen team decided to move to the 'pantry side' when we stopped serving a hot meal... and they have been an integral part of the LOL Wednesday food pantry activity from 2 – 6 pm. Other volunteers help create grocery grab bags, package produce or other food items, stock pantry tables, greet guests, help guests with food selections, or assist them to their cars. Other volunteers are on-call to help unload and inventory the Food Bank delivery once a month. Many have volunteered at Ladle of Love for many years. They are committed to this ministry, and to each other... and Ladle of Love would not exist without them.

2. Supporters: Supporting the volunteers, parishioners of St. Mary's Church keep this ministry viable through their contributions, prayers, mountains of grocery bags, and any assistance that is requested. Business partners – especially Bagel Zone & Primos Hoagies – continued to donate food items even when COVID-19 negatively impacted their businesses. New businesses asked, 'What can we do to help?'...or responded generously when we asked for their help. They provided needed items like reusable tote bags, baby formula & food, diapers and more. Churches, organizations, neighbors, and every day citizens reached out with financial support and other donations. St. Mary's needed to adjust to an expanded food pantry, changes in LOL leadership and parish personnel. Volunteers had to balance their commitment to LOL with concerns for personal and family safety. One aspect of LOL had to be eliminated (temporarily) and another aspect expanded. The challenges were steep, but Ladle of Love met them.

Thanks to the generosity of St. Mary's parish, the volunteers of Ladle of Love, and the support of community institutions, this ministry continues to serve the needs of food insecure people in this area.

Thank you, everyone.

St. Mary's Ladle of Love		
		For the period ending 12/31/2020
	Beginning Balance as of 01/01/2020	\$ 13,771.79
Income		
	Interest Income from Checking	\$ 19.10
	Donations, Memorials and Thankofferings	\$ 9,495.00
	Pandemic Relief Fund Grant	\$ 10,000.00
Total Income		\$ 19,514.10
Expenses		
	Sam's Club Debit (Food, Supplies)	\$ 1,942.97
	Edmar Debit (Food, Supplies)	\$ 107.85
	Costco Debit	\$ 411.83
	Sally Beauty Debit	\$ 41.33
	Wegman's Debit	\$ 582.81
	Wawa Debit	\$ 9.40
	Shop Rite Debit	\$ 2,209.66
	Acme Debit	\$ 34.95
	Restaurant Depot Debit	\$ 2,422.14
	JB Bakery Debit	\$ 112.00
	Bagel Zone Debit	\$ 525.00
	Check Reimbursements (Steve Quinn-Microwave, Van Rental)	\$ 402.89
	Check Reimbursements (Bernadette Boyle-Food/Supplies)	\$ 630.10
	Check Reimbursement (Emi Hawkey - Primo Hoagies)	\$ 360.22
	Check Bill's Printing - (New Signage)	\$ 64.40
	Check Reimbursement (Clifton Frake - Shelving Units)	\$ 217.49
	Check Reimbursement (Barbara Frake - Quinn Retirement Gift)	\$ 206.95
	Petty Cash Funding	\$ 300.00
Total Expenses		\$ 10,581.99
Checking Acct Balance as of 12/31/2020		\$ 22,703.90
Petty Cash Initial Balance		\$ 91.28
	Cash Receipts & Cash Donations	\$ 335.00
	Reimbursements for Cash Expenses	\$ 105.25
Petty Cash Ending Balance 12/31/2020		\$ 321.03

<u>Outreach for 2020</u>	
<u>Program/Charity - Distribution</u>	<u>2020 Donations</u>
<u>Local/Regional</u>	
Library Company of Burlington City	\$500
Burlington City Garden Club	\$500
Providence House – Catholic Charities, Delran	\$500
Ronald McDonald House of Southern New Jersey	\$500
<u>National/International</u>	
Seaman’s Church Institute*	\$500
Heifer International	\$500
Habitat for Humanity	\$500
Total:	\$3,500
<p>*In addition to a donation to Seaman’s Church Institute for funding, there was a yearlong effort to many knit hats and scarves for the Seaman. This effort was led by Jennifer Martin and other “knitters”.</p> <p>Thank you for the great job this year!</p>	

2020 Communications Accomplishments



2020 in review:

Just like almost everything we had to move quickly in March to adapt to Covid to serve the parish and get the word out while worshiping and working from home. Most of those changes will continue to serve the parish well after we get back to some form of normalcy.

Hardware and Software:

Replaced the Parish Secretary's computer and parish server. Updated Church Windows to the current version. Established work from home capability for Parish Secretary and Bookkeeper.

The Rector purchased a Meevo camera and implemented software to allow livestream of worship on Facebook. Worship is currently live streamed at 9 a.m. on Sunday mornings.

On-line Photo albums:

Our photo album link is:

<https://stmarysburlington.smugmug.com/>

Thanks to Don Hawkey we also have added video retrospectives of almost every Church season.

Thanks to Chimer Daniel Martin who shared videos of the bell chiming on Facebook live for both the parish and the community.

Updated Worship bulletin: Adapted the worship bulletin to fulfill Covid restrictions. Worship bulletin now contains complete service copy and lessons along with announcements. Worship bulletin is also posted weekly to Facebook and our website so it can be accessed digitally.

St. Mary's E-News: Email is used for the weekly E-News, Notifications of Feast Day masses, Death notices and occasional emergency notices. We would urge you to sign and open your parish email to keep informed of parish news.

Editing of the E-News is shared between our Parish Secretary Linda Cerce and the Rector. We continue to urge you to subscribe either on our web site or by emailing your request to the Rector at therector@stmarysburlington.org or

to parishoffice@stmarysburlington.org. If you change your email address, please make sure you keep us informed of the change so you can continue to receive important parish news.

Social Media: We continue to use of Facebook as our primary form of Social media; we now have 894 followers (an increase from 784 at the end of 2019) who we share E-News, events, and photos with. Thanks to our Parish Secretary, Linda Cerce we improved our utilization of Instagram in 2020. Thanks to all those who update the page, post photos, share and like posts and comment regularly. It is an excellent way to get the word out about St. Mary's to the community. So please look for St. Mary's Parish Burlington New Jersey and "like" or follow our page.



Facebook:

<https://www.facebook.com/stmarysburlington/>

Instagram: <https://www.instagram.com/stmarysburlington/>

Twitter: @stmarysparish

Ladle of Love also has a Facebook page:

<https://www.facebook.com/StMaryLadleofLove/>

You Tube:

<https://www.youtube.com/channel/UCr439P5LzQqEULAdD7ezjnw>

Looking Ahead to 2021

Here are some things we still plan to do:

Assessing and improving our WiFi access in both New and Old St. Mary's to adapt to more on-line worship post Covid.

Updating content on our web site.

Update photos and organize Smug Mug photo web site.

Redesign our eNews to work with our new web site and be responsive.

Improve the visibility of the parish in the community by using coordinated publicity effort across publications and social media.

Respectfully submitted,

Barbara Frake bfrake@gmail.com or (609) 284-4878

Library and Office Foyer Renovations:

Overview of the Project:

In early 2020 St. Mary's Vestry decided to renovate the Parish Library located in St. Mary's Guild House. The library had been last painted back in the mid-1990s and the carpet dated back to the mid-1980s. The overhead lighting was dim. While the project had been talked about for at least a dozen years the plaster ceiling had in the past several years begun to show its age and that damage making the project more pressing. The funding for the project would come from part of the bequest from Dr. Robert T. Mead and the renovation will be dedicated to him when we are able to be back together. The foyer outside the office, staircase and upper landing were also included in the refresh.

After obtaining quotes for electric, lighting, construction, painting and floor refinishing and approving the project the first step was cleaning out the library, sorting through the books and then the demolition of the plaster ceiling and removal of the wall-to-wall carpet. This was accomplished in February 2020 just before the Covid Pandemic hit. This first part was accomplished by parishioners saving the parish thousands of dollars in demo cost.

Once that was accomplished our electricians (Gadoury Electric) added all new lighting to the Library. We added new pot lights over the perimeter of the ceiling and two new chandeliers to define each side of the library. All are now accessed through separate wireless switches. Our general contractor (Hammerhead Group) then replaced the ceiling, boxed in exposed pipes in the room, and painted all the walls, bookcase, and trim. Under the wall-to-wall carpet were maple hardwood floors that were in excellent shape both in the library and foyer and these were refinished.

The next phase was one of the most time consuming because of Covid — planning and purchasing all the hardware, window treatments, rugs, furniture, and decor. Delivery times were longer. Luckily much of it was purchased online including our chandeliers, rugs, new window blinds, hardware, and drapes. Most of the furniture was purchased at Macy's after they reopened in June.

Highlights of design:

The bookcases are now painted white and hold reference books, some newer titles and decor items. They are now more inviting and are a focal point of the room.

The rooms were painted one neutral color (SW Agreeable Grey) which helped lighten the space and provide continuity in the foyer and library.

Two 12x15 wool area rugs and two brushed gold chandeliers anchor the "living room and dining room sides of the area.

The table on the dining side can be used as a meeting table for groups of up to 10-12 people.

There will be a small tv mounted in the bookcase that will be accessible to the internet.

There is a lighted display cabinet for showcasing parish art, photos, and objects of interest.

There is sideboard that can be used for serving with ample space to hold entertaining needs.

The "living room side features two couches, two side chairs, end tables and a large coffee table that can be augmented by the dining chairs for comfortable group meetings of 10-12 people.

We utilized the Victorian era Eastlake Pier Mirror formerly located in the library just inside the door and added a new foyer table near the staircase.

The staircase railing was painted matte black and re-carpeted and a new round feature area rug added in front of the office doors. Some of our larger Rector's portraits were relocated to the foyer area too.



Acknowledgements:

No project like this could be accomplished alone and I could not possibly list all the people who helped with this project, but I wanted to note the following: First thank you to Dr. Robert T. Mead who through his generosity and dedication to St. Mary's enabled this project with his bequest.

Thank you to the Rector, Warden's and Vestry who approved and helped with the project.

Thank you to over 25+ people who came out both on clean out day and "demo day" to get the spaces ready for renovation. What a difference you made!

Thank you to Marie Johnson who has always been my eager helper and who helped me when I needed to clean, iron the curtains, and hang them. She also made a wonderful donation of new games to the library.

Thank you to Susan Harnischfeger who donated a beautiful flower arrangement.

Thank you to Joanne Goetz for a donation of some newer books for the library.

Thank you to my sister Janice and daughter Eliza who lent a hand with shopping, design, and moral support.

Thank you to Steve and Barb Quinn who when we lost my brother Cliff stepped up and put the radiator covers back together, helped hang the curtain rods at the correct height and assembled the coffee table.

Thank you to my brother Cliff who sadly did not live to see the finished library but who worked so tirelessly with the contractors, prepped the spaces, repaired windows and radiator covers, installed all the new hardware, fixed the Pier mirror, and hung the pictures.

His contribution cannot be truly measured, and his absence will be felt for a long time.

Barbara Frake, Project Coordinator

