

STEWARDSHIP OF RESOURCES

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The volunteer position of Facilities Chairperson allows our Junior Warden to concentrate on Parish Ministry and allows a concentrated effort by one person to take a comprehensive look at the facility needs.

Building expenses for 2023 ended at \$78,694, just under the authorized budget of \$82,000. This did not include vestry authorized Capital Campaign expenses for major expense items (see Capital Campaign report).

This was achieved by continuing to negotiate major vendor contracts with Thomas Hoffmann (HVAC service/maintenance), Tech Electronics (fire alarm system), DNA Lawn Care (lawn mowing), A&M Lawn Care (snow removal), Cintas (safety equipment inspections), and Schaeffer Electric (electric service).

The proposed Building budget submitted for 2024 is \$84,690. This does not include any capital assets or major expense consideration that would be included in the Capital Campaign. Annual expenses fell in the ranges of: Building and Grounds 28%, Insurance 42%, and Utilities 30%. We received a small rebate from Ameren Missouri for some of the installed equipment in the Laird Building that will be reflected in 2024 billing.

Our facility is aging and requires concentrated planning and scheduling of major projects. For the Capital Campaign an updated ongoing 5-year projected facility plan is in place with estimated itemized expenses. This includes major identified projects not yet approved or committed and the estimated cost. These are: HVAC (\$30,000) and Columbarium Expansion (\$29,000).

We filed with Church Insurance of Vermont for damages from a lightning storm in September with claims of just over \$27,859. After our deductible, payments received are \$18,153 with recoverable depreciation of \$7,183 receivable upon completion of all repairs.

Thanks to all those who participated in the spring and fall service days for grounds maintenance, as well as donations of time and labor by others allowing avoidance of costly numerous service calls. Rick's ACE Hardware (Town and Country) continues to donate landscape material.

We continued to offer to the community newspaper and magazine recycling. This opportunity has been provided by Royal Oak Recycling. Please continue to discard only those materials that are acceptable (flat cardboard is okay, Styrofoam is not).

I would like to thank:

- Janet Theiss as she continues to be a great help with all the details involved with negotiations, operations, and accountability.
- Our Sexton, Tom Warrington, for his work throughout the year. His support of the facility has been invaluable in keeping us in good shape for weekly activities and weekend services.
- C.A.R.E. Janitorial Service, LLC. for the weekly upkeep of the facility.
- Steve Brunkhorst and others for help in daily inspections of the facility. Also, for his leadership of the Capital Campaign and being instrumental in the accomplishment of numerous large capital projects.
- Julia Krelo for keeping us informed on the state of the kitchen. Our kitchen continues to be used on a weekly basis under our contract with Julia's Catering.
- Al and Laura Kelley for their work on the outside Columbarium flagstone entry.

I would close by asking all those using the facility to please check to see that the doors lock behind you, lights are off, there is no running water, and thermostats are at program settings when departing.

Respectfully, Lincoln Drake, Facility Chairperson

TOGETHER IN FAITH CAPITAL CAMPAIGN ANNUAL REPORT FOR 2023

CAMPAIGN TARGET:	\$350,000	
COMMITMENTS #:	58	Individuals (No Change in 2021/22/23)
COMMITMENTS \$:	\$303,818	87% of target (No Change in 2021/22/23)
CONTRIBUTIONS 12/31/2023:	\$294,690	97% of commitments (\$18K in 2023)
TOTAL CAPITAL EXPENDED	\$235,472	79% of contributions
CAMPAIGN FUNDS BALANCE	\$ 59,218	21% of contributions
Expended HVAC	\$ 89,415	38% of spending
Expended Safety & Security	\$ 64,373	27% of spending
Exp/Com Carpet/Pk Lot/Other	\$ 68,276	29% of spending
Expended Campaign Expense	\$ 13,308	6% of spending (will become 5% at full spending)

At end of 2023, campaign contributions totaled **\$295K** including a \$4K grant from the diocese. THANK YOU from our hearts, to all who committed and contributed to our capital campaign.

\$184K of Capital funds were expended from 2020 through 2023. The campaign spending period was planned for four years, 2020 through 2023, but will continue during 2024.

Heating Ventilation and Air Conditioning \$89K: Repair and replacement of systems that maintain conditions in our Narthex, Undercroft, Nave \$29K, Upper & Lower Laird \$57K, Library & Garage; \$3K.

Safety & Security \$64K: Replacement Fire Alarm Panel \$26K; Exterior Door Replacement & Repair \$29K; Exterior Lighting \$5K; Pulpit & Lectern Rail \$3K

Carpet, Parking Lot & Other \$68K: Carpet & Paint \$38K; Parking Lot Sealing \$15K; Toilet & Urinal Repair & Replacement \$7K; Replacement of under-slab leaking water line with an overhead line \$5K; Repair Siding & Gutter \$4K

Campaign Expense \$13K: Consultant and mailing cost

Future Spending Plans \$59K: Capital Campaign spending will not exceed contributions. Planned spending includes \$30K reserve for HVAC, and \$29K for columbarium expansion.

The Together in Faith Capital Campaign is an opportunity to make a lasting investment in the ministry of St. Martin's Episcopal Church and the Kingdom of God. A commitment to become all we can be and to share God's love with each other and our community.

Submitted by: Steve Brunkhorst, Campaign Leader & Lincoln Drake, Campaign Follow-Up Leader

Note: Steve & Lincoln are the ongoing Project Management team who recommend spending to the executive committee and vestry and communicate contributions and spending to the St. Martin's Parish members.

The Investment Oversight Committee manages the long-term investments contained in the St. Martin's Investment Fund (SMIF) and the Legacy Endowment Fund (LEF). Committee members in 2023 were Steve Brunkhorst, Jim Hankemeyer, Bob Ecker, Ray Harbert, Scott Shearer, and Kelly Barkey. Tom Allen was the Vestry Liaison. John Limbaugh rotated off to join the Vestry and Lincoln Drake was a non-voting member as administrative secretary. We will have 1 open position on the committee this year and two in 2025. If you are interested in becoming a member of the Committee, please contact one of the above. Our next quarterly meeting will be in April.

St. Martin's Investment Fund (SMIF) is invested with the Diocesan Investment Trust (TIAA-CREF).

St. Martin's Investment Fund November year-end balance was \$112,961.53 with the Equity Fund at 62% and Bond Fund at 38%, cash balance in the Money Market was \$395. This is within policy guidelines. The investment horizon for this fund is judged to be less than 5 years since the fund balance at the end of November 2023 is \$113K and with a 2024 budget similar to 2023, \$55K will need to be drawn from the fund to supplement income for operations. The Committee recommends 2024 investment be positioned to minimize risk.

In 2023 the Committee recommended transfers from the SMIF to the Money market within TIAA to increase returns. By year-end the Treasurer had transferred \$66,000 from the Investment Fund to the TIAA Money Market Account (within the TIAA thru the Diocese) and \$55,000 was dispersed from the Money Market to our Main checking account for operations.

Legacy Endowment Fund (LEF) is invested with the Diocesan Investment Trust (TIAA-CREF). Fund November year-end balance was \$234,897.10 with the Equity Fund at 62% and Bond Fund at 38%. The Commerce Bank checking account has a year-end balance of \$101 with \$302 having been transferred to the FUND in December. This is within policy guidelines.

The FUND, established October of 2013, was created to establish long-term financial security for the church with a goal of providing an annual income stream to augment varied ministries and innovative projects beyond what might be accomplished within our annual operating income. The Committee recommends no change be made at this time to our long-term investment goals. Consideration under review of the long-term time horizon as we look at fluctuation in the market and our strategic target allocation ranges within TIAA.

Distributions from the income of the FUND are limited to improvements of the parish; outreach ministries/grants; seed money for new innovative ministries/special one-time projects; and such other purposes as are specifically designated by the Vestry in concert with the Legacy

Endowment Committee. Distributions shall not be made to the operating budget of the Parish except as described above.

Understand that the LEF is an ongoing fund, to which contributions can be made at any time. Gifts and the principal of the LEF can never be touched unless the parish is in dire circumstances per the Enabling Resolution and Policy and Guidelines. No portion of the fund may be borrowed (including temporary usage) for other needs of the Parish. Copies are available on request.

LEF contributions for 2023 were \$302.69 and the distribution of \$8,060 was made to our various ministries from the year end 2022 in accordance with the Fund Spending Rule Policy. The Vestry reviewed and approved the distribution as noted in their January 2023 minutes, subsequent to the LEF Committee's endorsement of the requests for grants being in compliance with policy. Disbursed to: Outreach, Garden, Blessing Box, Men's Group, Chair Exercise, Peace and Justice, Lunch Bunch, and Altar Guild

Spending Rule Policy: The funds (i.e., the amount of the total returns income) available for distribution during any one year shall normally fall within the range of zero to five percent (0-5%) of the three-year rolling average of the market value of the corpus (, the FUND balance), with measures taken at the end of each of the preceding twelve quarters. Using the average rather than the current balance ensures a smoothing effect and guards against market fluctuations. The market value for this purpose is after the deduction of investment management fees.

See the Parish Treasurer's report for complete details.

When you feel the desire to make any gift to the Legacy Endowment Fund, please clearly indicate this in your donation or any estate planning documents. Be confident gifts going into these funds have historically performed well and the income derived is for use in ongoing ministry works of our church. If you are interested in donating or setting up a donation, please contact one of us. We would be glad to help you through the process and answer any questions you may have.

There is a tri-fold brochure available for your review as well as gift cards for donations to the Legacy Fund.

Steve Brunkhorst, Investments Committee Chair

Three Ways To Give

Memorial Donations Special Occasions Life Income Gifts Stocks, bonds or life insurance

St. Martin's Annual Operating Fund

These funds are unrestricted gifts available for use toward any purpose to advance the mission of the church. Unrestricted gifts generally go towards the church's annual operating expenses.



Give, and it will be given to you. A good measure, pressed down, shaken together and running over, will be poured into your lap. For with the measure you use, it will be measured to you.

St. Martin's Investment Fund

The objective of the Investment Fund is to generate income while allowing for reasonably flexible access to the underlying principal if needed for extraordinary purposes. The income and principal may be used for any purpose the Vestry deems useful for the mission and ministry of the church, such as purposes not contemplated through other funds, for emergencies, or other unplanned but urgent needs.



St. Martin's Legacy Endowment Fund

The Legacy Endowment Fund of St. Martin's is a permanently restricted fund created to provide a source of financial security to the parish for generations to come. While income on the investments can be used to annually support innovative parish needs, such as capital improvements, outreach, new ministries or special projects, the principal will be preserved in perpetuity.

St. Martin's Episcopal Church urges donors to consult with an attorney, financial and/or tax advisor to review this information provided. This information is not intended to constitute legal or financial advice.



Please return this form and your check to:

St. Martin's Episcopal Church

Your Name: _____

Address: _____

City, State, Zip: _____

Check Box: Operating Fund
 Investment Fund
 Endowment Fund

In Honor of _____

In Memory of _____

Please send acknowledgement to:

Name: _____

Address: _____

City, State, Zip: _____

St. Martin's Episcopal Church



Worship Services

Saturday, 5:05 p.m.

Sunday, 8:00 a.m.

Sunday, 10:30 a.m.

15764 Clayton Road
 Ellisville, MO 63011
 636-227-1484

stmartin@stmartinschurch.org
<http://stmartinschurch.org>



www.facebook.com/stmartinschurch

St. Martin's Episcopal Church

Three Ways To Give



636-227-1484
<https://stmartinschurch.org>

St. Martin's Treasurer's Report for 2023

I'm grateful to all those who have given bountifully with their time, talent and treasure. It's fun getting to know new people and comforting to see those who know our history sharing their knowledge. Without the support of each and everyone one of you, we wouldn't be able to fulfill the mission of our church. There is still much work to do, all of which requires resources. As of Jan 17th, our 2024 giving estimates total \$265,790. Of which 43 parishioners increased their 2024 pledge versus last year some driven by the 2024 matching gift program from Lincoln and Mary Jane Drake – thank you! Other income and support of \$30,000 from the diocese leaves us with a 2024 budget deficit of \$55,429 to meet our planned expenses of \$400,429. This deficit will come out of our St. Martin's Investment Fund (SMIF); 2023 EOY balance of \$118,173.

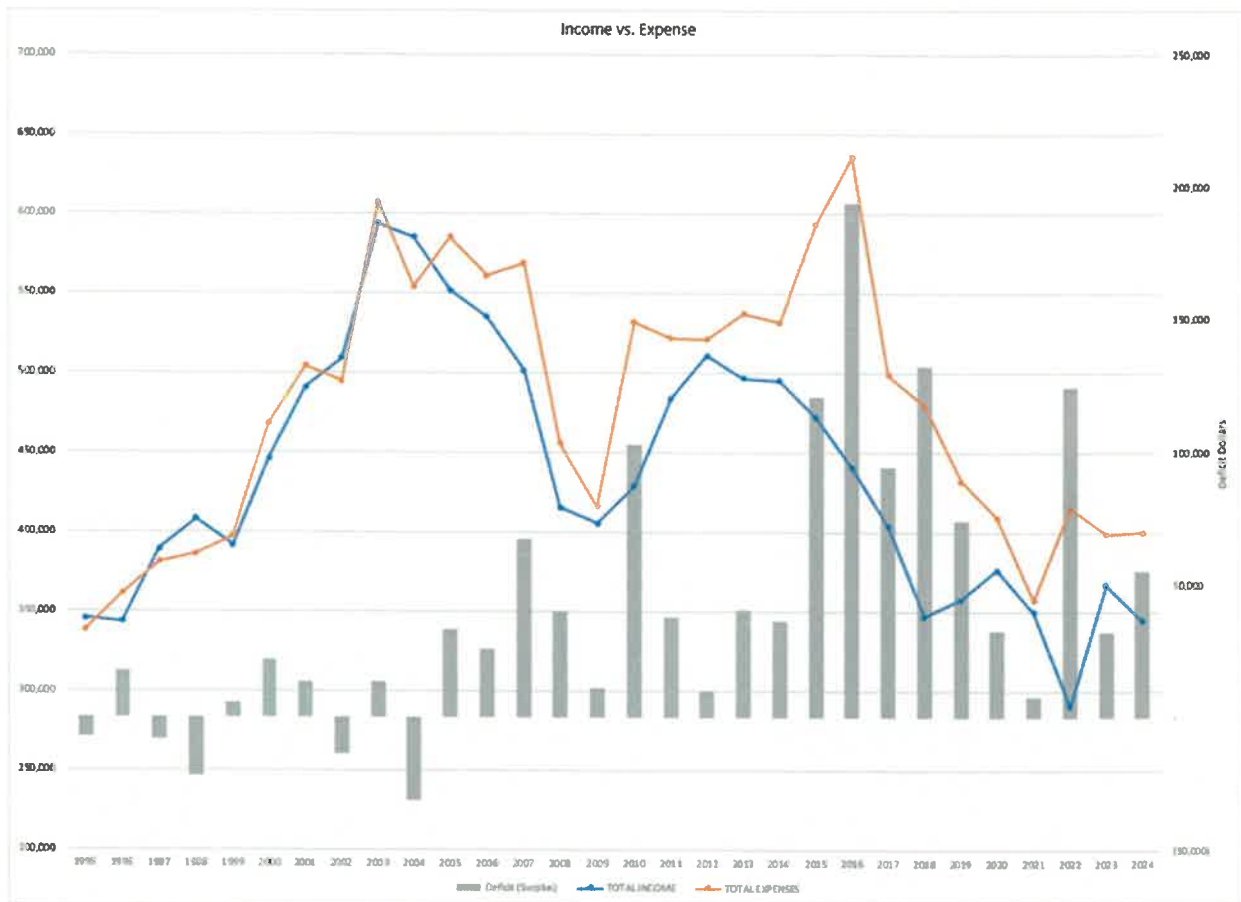
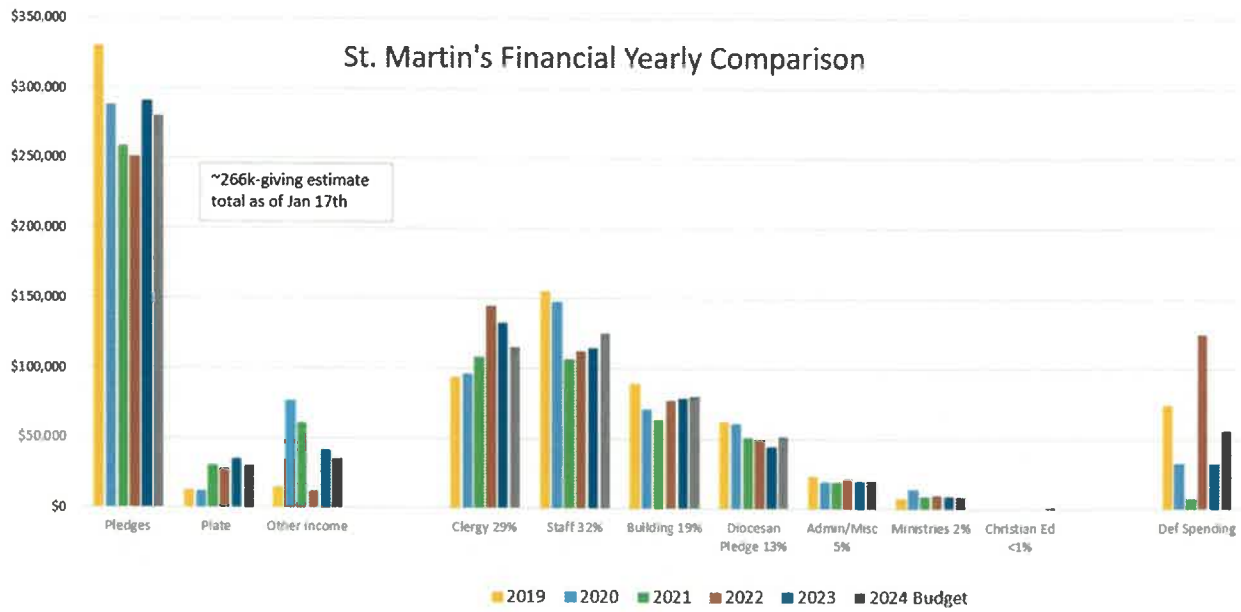
The generous Lincoln and Mary Jane Drake 2023 matching program yielded impressive results where we had 19 families increase their giving in 2023 and overall we reduced our 2023 deficit by almost half. I'm hopeful we can build on this excellent momentum and continue on a good trajectory. I ask that you prayerfully consider what you are able to contribute to our church in 2024 so we can get to a balanced operating budget and have the resources needed to be the church for you and our community for many years to come.

A financial review of our controls and policies for the fiscal year ending December 31, 2022 was completed by a team from the former Church of the Good Shepherd. In summary, no significant issues were found. As always, Janet Thiess does an exceptional job gathering all of the needed information and keeping the teams organized – thank you! I also appreciate the work from Becky Brewer to help me complete the review for Episcopal Church of The Advent.

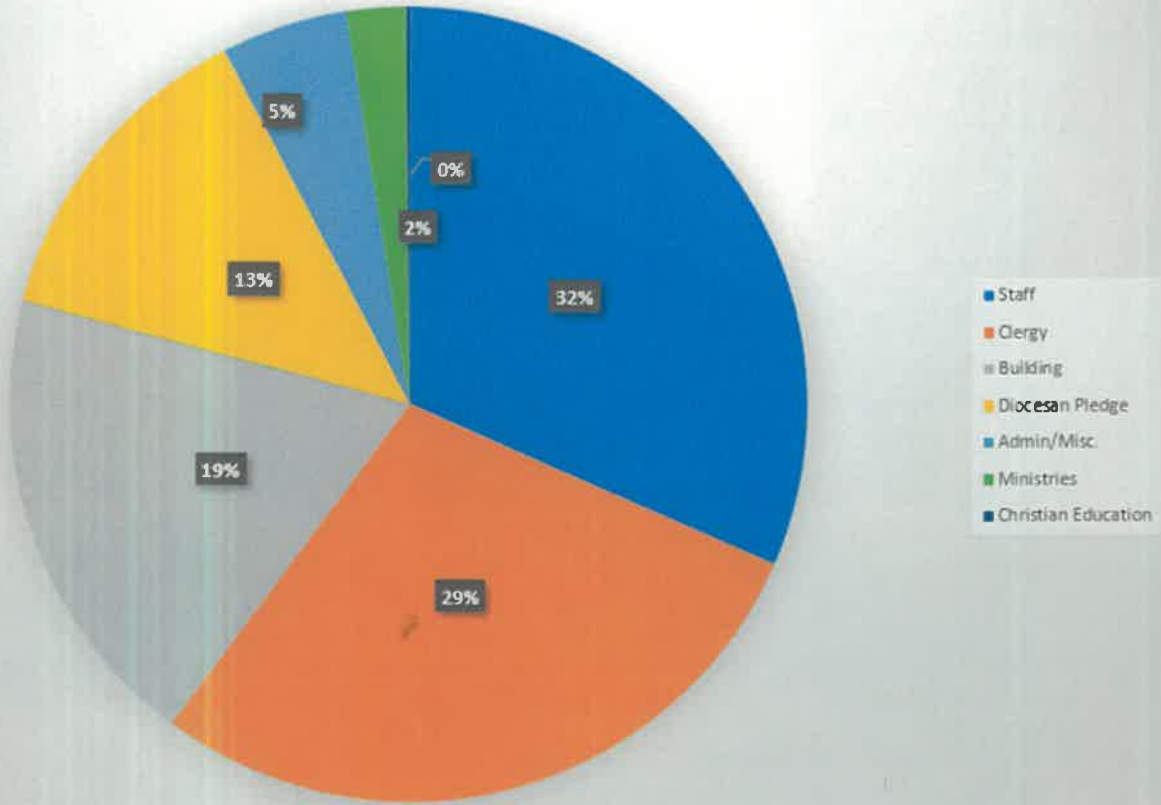
The focus of this report is on the operating budget, but I would like to thank Steve Brunkhorst and Lincoln Drake for managing our Capital Campaign funds and sending out status updates. I think we can all agree that the new carpet and refreshed painting look amazing!! Finally, a financial report would not be complete without thanking Janet Thiess for her timely and detailed efforts week after week. She is a wonderful thought partner and I love her get it done attitude! Thank you also to our reliable team of counters who ensure that the offering and other income is accurately reported and deposited each week.

The 2024 budget shown at the end of this report was approved by consensus during the December 20, 2023 vestry meeting. Please feel free to call, text or email me with any thoughts, questions or concerns. With your help, I am confident that we will continue to be *A Beacon of Christ's Love, Spirit-Fed, Serving Others*.

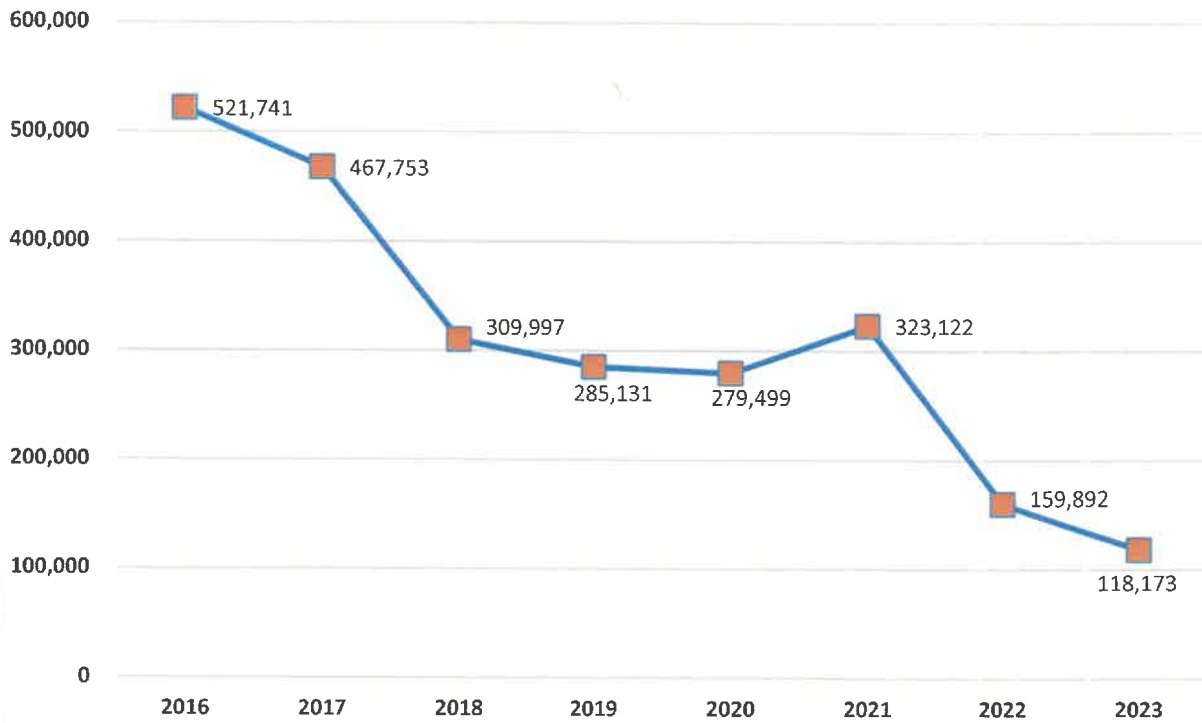
Respectfully submitted,
Page Andersen, Treasurer
314-817-4432
paande@eastman.com



2019-2024 Avg Expense by Category



SMIF Balance Trend



OPERATING BUDGET	2019	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Actual	Actual	Budget
INCOME						
Pledges	\$ 330,493	\$ 288,181	\$ 258,637	\$ 250,729	\$ 291,173	280,000
Plate Offering	12,827	11,955	30,678	27,735	34,767	30,000
Fund Raising	-	300	-	-	-	-
Facility Use Income	7,005	2,846	2,550	3,150	6,635	4,000
From Diocese	-	-	-	1,866	20,000	30,000
Designated Income	-	25	-	3,650	2,777	-
Other Income (Mem./Col./other)	5,105	73,233	58,011	3,660	11,364	1,000
Income from Investments (dividends + income)	2,662	-	-	-	-	-
TOTAL INCOME	358,092	376,540	349,876	290,789	366,715	345,000
EXPENSES						
Diocesan Pledge	61,996	61,109	50,970	49,118	43,956	51,116
CLERGY						
Clergy Salaries	44,062	43,923	44,951	50,341	52,447	41,664
Housing Allowance	22,767	25,272	33,264	56,553	46,624	41,024
SECA Reimbursement	-	-	-	-	-	-
Mileage / Car Allowance	679	1,316	1,084	2,834	189	2,000
Insurances	12,603	13,072	14,327	16,050	15,253	13,800
Pension	11,340	11,581	13,563	17,986	16,966	14,016
Continuing Education	152	40	40	40	40	1,750
Professional Expenses	522	317	396	626	259	600
Supply Priest	1,700	625	500	250	750	500
TOTAL CLERGY	93,825	96,146	108,125	144,680	132,529	115,354
STAFF						
Staff Salaries	124,863	115,316	79,502	83,965	85,388	95,491
Payroll Taxes	9,065	8,633	5,938	6,344	6,491	7,257
Workers' Compensation	392	439	1,064	-	342	342
Lay Employees Insurances	12,806	13,177	13,689	14,225	14,445	13,800
Pension	7,997	9,376	6,425	7,375	7,445	7,743
Continuing Education	-	195	150	350	410	400
Staff Development	-	-	-	-	-	-
TOTAL STAFF	155,123	147,136	106,768	112,259	114,522	125,033
ADMINISTRATIVE						
Equipment	14,138	10,662	10,389	13,016	12,867	12,000
Supplies / Services / Postage	5,407	4,174	3,520	3,765	4,118	4,000
Telephone/Internet	2,622	2,669	2,653	2,509	1,800	2,500
TOTAL ADMINISTRATIVE	22,167	17,505	16,562	19,291	18,785	18,500
BUILDING						
Maintenance	18,570	14,420	17,035	19,116	17,666	18,000
Insurance	31,855	30,204	27,680	29,677	33,132	33,000
Grounds	5,141	4,841	2,876	7,656	4,116	5,000
Utilities	27,041	21,393	15,552	20,642	23,781	24,000
Capital Expenditure Reserve	-	-	-	-	-	-
Asset Purchases	6,869	-	-	-	-	-
TOTAL BUILDING	89,476	70,858	63,143	77,091	78,695	80,000
CHRISTIAN EDUCATION						
Adult Christian Formation	226	504	106	689	272	500
Children's Sunday School	-	-	(10)	180	-	250
C. F. Programs (VBS, Sp. Evt, Tract, Conf.)	422	411	54	(26)	-	500
Miscellaneous Expenses	-	-	-	-	-	-
TOTAL CHRISTIAN ED	648	915	150	843	272	1,250
MINISTRY						
Youth Ministry	-	-	-	-	-	-
Invite Welcome Connect (Evangelism)	(98)	-	-	349	-	500
Music	3,643	2,692	2,269	2,934	4,173	3,500
Worship	1,769	7,346	4,222	5,119	3,594	3,000
Outreach	-	734	610	600	120	-
Communications	1,514	1,934	767	385	578	500
Parish Life (Sun. Coffee Hr., Fall Fest, Easter)	516	727	914	210	261	300
Stewardship / Capital Campaign	366	583	432	550	291	300
TOTAL MINISTRY	7,710	14,016	9,214	10,147	9,017	8,100
Vestry Exp. & Miscellaneous						
Convention Expenses	400	200	250	625	675	675
Vestry Expenses	389	238	50	133	112	150
Tithe.Ly Transaction Fees	131	202	159	290	235	250
Misc - Other	500	1,071	2,260	1,180	125	-
Total Misc. Expenses	1,420	1,711	2,719	2,228	1,146	1,075
TOTAL EXPENSES	432,365	409,396	357,651	415,656	398,921	400,429
Surplus/(Deficit)	(74,273)	(32,856)	(7,775)	(124,867)	(32,206)	(55,429)

Matching Gift Pledge Challenge 2024

PLEDGE CHALLENGE MATCHING GIFT 2024

The goal of the 2024 Pledge Challenge is to increase the amount pledged by each individual or family beyond what was pledged for 2023 in order to reduce or eliminate a FY2024 budget deficit.

Amounts pledged for 2024 that exceed the individual or family's 2023 pledge will be matched up to a cap of \$15,000 for donations by all parishioners.

Qualifications to meet this challenge:

- Submit a FY2024 Pledge Card in an amount greater than your 2023 pledge or revised pledge.
- Your Pledge Card and fully paid pledge must be received by 11/30/2024 to allow time for matching donation to be received in the FY2024 window.

2024 Pledge Cards (green) are available in the narthex along with envelopes for your convenience. Drop your 2024 pledge into the offering plate or mail it to the church.

See the FY2023 Giving Statement that was recently mailed to you to see the amount you pledged for 2023. If you would like to revise your pledge for FY2024 to participate in the Matching Gift Pledge Challenge simply fill out a new Pledge Card with your new amount – be sure to write “Revised” & the date of your revision on this superseding pledge card.

Double your pledge increase today!

St. Martin's Episcopal Church

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Ellisville, Missouri 63011

Phone: 636.227.1484

stmartinschurch.org



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