



ST. JAMES EVANGELICAL LUTHERAN CHURCH

ALTOONA, PENNSYLVANIA

ANNUAL CONGREGATIONAL MEETING

NOVEMBER 10, 2024

1861 - 2024

**163 years of service
to our Lord and the community**

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Opening of Annual Meeting

A Reading From: Ephesians 4:1-7

¹I therefore, the prisoner in the Lord, beg you to lead a life worthy of the calling to which you have been called, ²with all humility and gentleness, with patience, bearing with one another in love, ³making every effort to maintain the unity of the Spirit in the bond of peace. ⁴There is one body and one Spirit, just as you were called to the one hope of your calling, ⁵one Lord, one faith, one baptism, ⁶one God and Father of all, who is above all and through all and in all.

⁷But each of us was given grace according to the measure of Christ's gift.

*Prayer

Almighty God, you have called us to labor in your vineyard, and without you we can do nothing. Grant your gracious presence at this annual meeting, that what we do will build up your whole church. Let your Holy Spirit govern and direct us, that we may consult together peacefully, pleasing you with all that we say and do; through Jesus Christ, our Savior and Lord.

Amen.



**Saint James Evangelical Lutheran Church
Annual Congregational Meeting Minutes**

**ST JAMES EVANGELICAL LUTHERAN CHURCH
ANNUAL CONGREGATIONAL MEETING MINUTES
NOVEMBER 12, 2023- 11:45 AM**

The meeting was called to order by Council President Mark Hoover at 11:50 am.

Pastor Drew opened the meeting with a reading from Ephesians 4:1-7.

A motion to accept the minutes from 2022 Congregational Meeting held November 13, 2022 was made by Lori Savino and seconded by Dianne Shultz.

Pastor's Report: Pastor Drew reflected on this past year. It was a year feeling with joys and celebrations through worship, wonderful conversations in meeting and visiting our homebound members who are filled with rich history of this community, and it has been a fun experience as St. James and Bethany have had joint opportunities together as it has made for a fuller experience. Evelyn Holsinger made a motion to approve the Pastor's report and Shirley Manbeck seconded.

Finance Committee: Mark went over the Ministry spending plan for October 2023 through September 2024. Council proposed an annual spending plan of \$110,078.00, an increase of \$25,510.00. Sharon Lightner made a motion to accept the Ministry spending plan and Mike Savino seconded.

New Business: All Committee reports were reviewed by the Congregation with Mark Hoover emphasizing certain items in the report. Mike Savino approved all Committee reports as printed and Betty Boslet seconded.

Evelyn Holsinger, Mark Hoover, Dianne Shultz and Donna Wilt accepted another 3-year term on Council and Robin Kessler accepted a 1-year term on Council.

Shirley Manbeck will take over the White Gift Fund.

Mark Hoover went over the compensation packet for the sharing of Pastor Drew which comes to \$87,567.43. St. James will pay 34% of the wage which amounts to \$29,772.93 which will be paid monthly amounting to \$2,481.08. After both Congregational meetings the Council will get together and go over his covenant. Lori Savino made a motion to accept the sharing of Pastor Drew and Donna Wilt seconded.

Evelyn Holsinger made a motion to adjourn and Mike Savino seconded.

**Church Council
Meeting Minutes**

Saint James Evangelical Lutheran Church Ministry's Annual Report 2024

In July 2024, Pastor Drew McCaffery resigned as Interim Pastor for Saint James and Pastor of Bethany Lutheran Church to become Pastor of a Lutheran Church in Maryland. During the last year, the Congregation has continued to have Weekly Worship Services lead by Lay Worship Leaders and Ordained Pastors.

Saint James during this past year has been rather stable. Our average worship attendance for this year was 10 which is slightly down by 1 weekly worshipping member from last year, when it was 11. This decline is due to deaths and illness. Our finances likewise are pretty much a repeat of last year with a slight increase in giving. We continue to draw upon our accumulated resources, but we are still not in any danger of depleting these investment funds in the near future.

The number of homebound members to whom home communion was taken to has remained the same with about 4 to 6. Of course, this list can grow if currently active members become homebound.

As always, the question before us is what would the Lord ask of us now after the resignation of Pastor Drew McCaffery? What are the possibilities of calling another Transitional Interim Pastor at Saint James? What is our future?

We do not need to be afraid of those questions, because the Lord will be with us whatever the future brings. The possibilities that we could call a Transitional Interim Pastor are slim and we will have to continue to have Pulpit Supply for the foreseeable future. The Lord is with us now. Saint James has seen bigger and flashier days, but the Lord is still in our midst. We know that Jesus is present whenever two or three gather in His name. Well, we are ten souls, and the Lord is with us moving us toward God's good conclusion for us and all of God's creation.

Mark Hoover

President of Saint James Lutheran Church

Election of Church Council Members 2024

Council recommends the following individuals to serve on
Church Council:

Betty Boslet	3 Year Term
Robin Kessler	3 Year Term
Sharon Lightner	3 Year Term
Shirley Manbeck	3 Year Term
Mike Savino	3 Year Term



Saint James Evangelical Lutheran Church Finance Committee Annual Report 2024

Members: Betty Boslet, Ralph Grove, Mark Hoover, Robin Kessler, Bill Wilt, and Donna Wilt

The Finance Committee met yearly to discuss the financial issues of the church; including review of the investment portfolio with Raymond James and GBU as follows:

Total Investment Summary

<i>Beginning Balance 10/1/23</i>	<i>\$ 408,698.86</i>
<i>Earnings/(Losses)</i>	<i>\$ 73,318.20</i>
<i>Withdrawals</i>	<i>(\$ 73,000.00)</i>
<i>Raymond James Acct \$73,000.00 - funds needed to cover operating expenses</i>	
<i>Ending Balance 9/30/24</i>	<i>\$ 409,017.06</i>

The 10/1/22 – 9/30/23 audit was done by Church Council. The Church Council has been reviewing all church transactions and no irregularities were found.

Attendance continues to decline, but contributions have slightly increased. The total transfers from the Raymond James account were \$73,000.00 to cover expenses.

Church Year 10/1/22 – 9/30/23

Contributions \$11,028.62

Ministry Spending \$110,078.00

Operating & Ministry Spending \$71,789.33

Average Sunday Attendance 11

Raymond James Transfers \$ 58,000.00

Church Year 10/1/23 – 9/30/24

Contributions \$13,171.82

Ministry Spending \$96,513.00

Operating & Ministry Spending \$80,353.73

Average Sunday Attendance 10

Raymond James Transfers \$ 73,000.00

A Ministry Spending Plan was prepared for the church year 10/1/24 – 9/30/25 and submitted to Council for approval. The Church Council proposed an annual spending plan of **\$96,513.00**; a decrease of **\$13,565.00** from last year. This is due to the loss of our Interim Pastor Drew McCaffery and other cost savings; and a slight increase in utilities, general cost, and salaries.

Submitted by

Mark F. Hoover
Finance Chairperson and President of Church Council

**Saint James Evangelical Lutheran Church
By-Law Committee Annual Report 2024**

The members of the By-Law Committee are Betty Boslet, Mark Hoover, and Mike Savino.

No Report.

Submitted by,
Mark Hoover
Chair of the By-Law Committee

**Saint James Evangelical Lutheran Church
Stewardship/Evangelism Committee Annual Report 2024**

CHAIRMAN: DONNA WILT
MEMBERS: Betty Boslet, Sharon Lightner

We are still in the process of going over the congregation list of names and addresses. Mark Hoover will print a letter to be sent out to our member list as of now. This letter will be to address if members are still interested in being on our active membership list or if they needed to be removed. This will update our mailing list as well. Ralph Grove will also be contacted for this list. Sharon is still in charge of sending cards out for sickness, etc. to the congregation.

Submitted by,
Donna Wilt

**Saint James Evangelical Lutheran Church
Property Committee Annual Report 2024**

CHAIRMAN: EVELYN HOLSINGER
MEMBERS: Bill Dambeck, Bob Holsinger, Robin Kessler Shirley Manbeck,
Mike Savino, Bill Wilt,

Property Committee reports 2 minor toilet repairs and replacement of the kitchen refrigerator.

Submitted by,
Mike Savino
Member of the Property Committee

Saint James Evangelical Lutheran Church Worship and Music Committee Annual Report 2024

The members of the Worship and Music Committee are Mark Hoover, Sharon Lightner, Diane Shultz, and Pat McConnell.

The Worship and Music Committee plans and implements the worship services to incorporate the spiritual gifts of the members of Saint James all to the glory of Jesus Christ.

The Worship and Music Committee has not met to discuss and recommend items to improve the worship experience of the members of Saint James.

During this past year, Pastor Drew McCaffery and other pulpit supplies including Pastor Scott Custead have provided a joyous Worship service and inspiring messages. Pat McConnell has continued to provide excellent music as our Organist. The Committee would also like to thank Bob Hench for sharing his God-given talents in his solos during the Worship Services. The Committee would like to express its appreciation to both Pat and Bob for their musical gifts.

The Carillon has hymns selected for the entire years of 2024 and 2025.

The Worship and Music Committee has scheduled the special worship services during Advent, Christmas, Ash Wednesday, Lent, Holy Week, Easter, Reformation, and All Saint Sunday. The committee also reviewed and commended to Church Council the Special Service and Communion Schedule for 2025.

Pat McConnell continues to work on the selection of Hymns and different Worship Settings for the Sunday Worship services and is trying to choose hymns that are familiar to the Congregation.

Pat McConnell has had some special music at several Worship Services. The Worship and Music Committee would like to express their thanks to Pat McConnell for her performances over this past year.

The Worship and Music Committee is encouraging the continual use of the self-contained bulletin that would contain liturgy, Scriptural Readings, hymns, etc.

Submitted by: Mark Hoover,
Member of the Worship and Music Committee

Saint James Evangelical Lutheran Church St. James WELCA Annual Report 2024

The members of St. James WELCA are Peggy Thatcher, Shirley Manbeck, Diane Shultz, Sharon Lightner, and Donna Wilt

The Allegheny SYNOD has dissolved WELCA as of January 31, 2024. The women of St. James made the decision to continue with a women's organization and are now called St. James WELCA. As an organization we distributed Mother's and Father's Day Treats. As an organization we continue to update the bulletin boards in the fellowship hall. Shirley Manbeck did Memorial Day, 4th of July and Day. Peggy Thatcher and Donna Wilt did the bulletin board theme "God is Everywhere, Yesterday Today and Tomorrow and Always". The Duncansville Evangelical Lutheran Church held a Women's October 19, 2024 and was attended by Peggy Thatcher and Donna Wilt. The event activities included crafts, exercising and painting. It included a breakfast and a lunch. Our Baby Bottle Christmas Tree ended January 7, 2024. The bottles were donated to Precious Life. We are always looking for women to join our organization.

Submitted by: Donna Wilt Member of St. James WELCA

Saint James Evangelical Lutheran Church Christian Ed/Social Ministry Committee Annual Report 2024

We continue to hold our Potluck Dinners and Sweets and Treats. They all went well last year and are looking to continue them this upcoming year.

Submitted By: Evelyn Holsinger, Chairperson

Members: Robin Kessler, Sharon Lightner, Shirley Manbeck, Diane Shultz, Donna Wilt



Church Committees

9:46 AM
 10/01/24
 Cash Basis

St James Lutheran Church
INCOME AND EXPENSE REPORT
 October 2023 through September 2024

	Oct '23 - Sep 24
Income	
CONTRIBUTIONS - GENERAL	
Christmas & Easter Envelopes	71.00
General Church Envelope	9,904.00
General Church Plate	1,023.00
General Reimbursement	810.00
Total CONTRIBUTIONS - GENERAL	11,808.00
CONTRIBUTIONS-DESIGNATED	
Flower Reimbursement	402.50
Total CONTRIBUTIONS-DESIGNATED	402.50
CONTRIBUTIONS-SPECIAL	
Memorial Fund	100.00
Special Donations	690.00
White Gift	512.95
Total CONTRIBUTIONS-SPECIAL	1,302.95
INVESTMENT TRANSFER IN	
Raymond James	69,000.00
Total INVESTMENT TRANSFER IN	69,000.00
OTHER INCOME	
	60.87
Total Income	82,574.32
Gross Profit	82,574.32
Expense	
Shared Ministry	16,418.52
Property Taxes - Parish House	2,409.08
Local City W/H Payroll Taxes	100.93
0100 PASTORAL ADMINISTRATION	
0100 Pastor's Salary	2,792.50
0102 Auto Allowance	38.91
0106 Supply Pastoral Fees	1,028.33
Total 0100 PASTORAL ADMINISTRATION	3,859.74
0200 WORSHIP & MUSIC	
0200 Choir Director Organist Sa	7,144.68
0203 Supply Organist	75.00
0210 Altar Flowers	475.50
Total 0200 WORSHIP & MUSIC	7,695.18
0300 OFFICE	
0303 Treasurer Stipend	3,343.64
0306 Postage	319.64
0307 Office Secretary Salary	7,871.23
0309 Telephone/Internet	1,669.17
0310 Copier Lease	2,694.72
0311 Publicity & Church Directo	318.00
0312 Office Supplies	2,505.89
0316 Web Design & Maintenance	462.00
Total 0300 OFFICE	19,184.29
0400 CUSTODIAL & PROPERTY	
0400 Custodian Salary	4,750.18

9:46 AM
10/01/24
Cash Basis

St James Lutheran Church
INCOME AND EXPENSE REPORT
October 2023 through September 2024

	<u>Oct '23 - Sep 24</u>
0403 Heat Church & Lights (elec)	10,424.65
0404 Heat Parish House (gas)	1,586.32
0405 Water & Sewage	1,556.27
0407 Insurance	8,550.66
0408 Maintenance Church & Paris	688.30
0409 Property Miscellaneous	173.20
0412 Trash Removal	540.00
0414 Snow Removal	1,150.00
Total 0400 CUSTODIAL & PROPERTY	29,419.58
0500 CHRISTIAN EDUCATION	
0511 Devotional Materials	154.80
0512 Synod & Conference Activit	160.00
Total 0500 CHRISTIAN EDUCATION	314.80
0900 CHURCH FUNCTIONS	
Fellowship	
Sweets & Treats	58.29
Fellowship - Other	106.61
Total Fellowship	164.90
0900 CHURCH FUNCTIONS - Other	78.39
Total 0900 CHURCH FUNCTIONS	243.29
Total Expense	79,645.41
Net Income	2,928.91

Saint James Lutheran Church
Ministry Spending Plan
October 2024 through September 2025

ACCOUNT DESCRIPTION	ANNUAL SPENDING PLAN 10/1/23 - 9/30/24	ACTUAL EXPENSE 10/1/23 - 9/30/24	DIFFERENCE	PROPOSED SPENDING PLAN 10/1/24 - 9/30/25	INCREASE/ (DECREASE)
0100 PASTORAL ADMINISTRATION					
0100 Pastor's Salary	\$29,773.00	\$19,311.95	\$10,461.05	\$3,500.00	(\$26,273.00)
0102 Auto Allowance	\$0.00	\$38.91	(\$38.91)	* \$300.00	\$300.00
0103 Housing Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0104 Pension/Disability/Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0105 Synod & Conference Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0106 Pulpit Supplies	\$0.00	\$1,320.46	(\$1,320.46)	* \$10,400.00	\$10,400.00
0107 Continuing Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PASTORAL ADMINISTRATION TOTAL	\$29,773.00	\$20,671.32	\$9,101.68	\$14,200.00	(\$15,573.00)
0200 WORSHIP & MUSIC					
0200 Choir Director/Organist Salary	\$7,189.00	\$7,144.68	\$44.32	* \$7,369.00	\$180.00
0202 Altar & Worship Supplies / Sundays & Seasons / Copyright Licence	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
<i>Communion Contributions</i>		\$0.00			\$0.00
0203 Supply Organist	\$150.00	\$75.00	\$75.00	\$150.00	\$0.00
0204 Organ and Pianos Maintenance	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
0205 Music Supplies	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00
0210 Altar Flowers	\$300.00	\$475.50	\$227.00	\$300.00	\$0.00
<i>Flower Contributions</i>		(\$402.50)			
WORSHIP & MUSIC TOTAL	\$8,739.00	\$7,292.68	\$1,446.32	\$8,919.00	\$180.00
0300 OFFICE					
0303 Treasurer Stipend	\$3,463.00	\$3,490.44	(\$27.44)	* \$3,550.00	\$87.00
0304 Offering Envelopes & Folders	\$150.00	\$0.00	\$150.00	\$100.00	(\$50.00)
<i>Bulletin Contributions</i>		\$0.00			
0306 Postage	\$500.00	\$319.64	\$180.36	\$500.00	\$0.00
0307 Office Secretary Salary	\$8,409.00	\$8,211.46	\$197.54	* \$8,620.00	\$211.00
0309 Telephone/Internet	\$1,600.00	\$1,669.17	(\$69.17)	* \$1,700.00	\$100.00
0310 Copier Lease	\$1,400.00	\$2,791.98	(\$1,391.98)	* \$3,000.00	\$1,600.00
0311 Publicity & Church Directory	\$500.00	\$318.00	\$182.00	\$500.00	\$0.00
<i>Publicity & Church Directory</i>		\$0.00			
0312 Office Supplies	\$3,000.00	\$2,505.89	\$494.11	\$3,000.00	\$0.00
0314 Computers, Accessories & Web	\$600.00	\$462.00	\$138.00	\$600.00	\$0.00
OFFICE TOTAL	\$19,622.00	\$19,768.58	(\$146.58)	\$21,570.00	\$1,948.00
0400 CUSTODIAL & PROPERTY					
0400 Custodian Salary	\$5,193.00	\$4,952.61	\$240.39	* \$5,323.00	\$130.00
0403 Heat Church & Lights (electric)	\$16,000.00	\$10,424.65	\$5,575.35	\$16,000.00	\$0.00
0404 Heat Parish House (gas)	\$2,500.00	\$1,618.29	\$881.71	\$2,500.00	\$0.00
0405 Water & Sewage	\$1,400.00	\$1,556.27	(\$156.27)	* \$1,600.00	\$200.00
0406 Janitorial Supplies	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00
0407 Insurance	\$8,300.00	\$8,550.66	(\$250.66)	* \$8,700.00	\$400.00
0408 Maintenance Church/Parish House	\$5,000.00	\$861.50	\$4,138.50	\$5,000.00	\$0.00
<i>Renovation Contributions</i>		\$0.00			
0412 Trash Removal	\$850.00	\$540.00	\$310.00	\$0.00	(\$850.00)
0413 Kitchen & Bath Supplies	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00
0414 Snow Removal	\$3,000.00	\$1,150.00	\$1,850.00	\$3,000.00	\$0.00
0415 Parish House Property Taxes	\$3,000.00	\$2,409.08	\$590.92	\$3,000.00	\$0.00
CUSTODIAL & PROPERTY TOTAL	\$45,543.00	\$32,063.06	\$13,479.94	\$45,423.00	(\$120.00)

Saint James Lutheran Church
Ministry Spending Plan
October 2024 through September 2025

ACCOUNT DESCRIPTION	ANNUAL SPENDING PLAN 10/1/23 - 9/30/24	ACTUAL EXPENSES 10/1/23 - 9/30/24	DIFFERENCE	PROPOSED SPENDING PLAN 10/1/24 - 9/30/25	INCREASE/ (DECREASE)
0500 CHRISTIAN EDUCATION					
0501 Christian Education Material	\$200.00	\$154.80	\$45.20	\$200.00	\$0.00
0512 Synod & Conference Activities	\$500.00	\$160.00	\$340.00	\$500.00	\$0.00
CHRISTIAN EDUCATION TOTAL	\$700.00	\$314.80	\$385.20	\$700.00	\$0.00
0600 Social Ministry Committee	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
0700 Evangelism & Stewardship	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00
0900 Church Functions	\$500.00	\$243.29	\$256.71	\$500.00	\$0.00
<i>Church Function Donations</i>		\$0.00			
0910 Gifts & Special Occassions	\$350.00	\$0.00	\$350.00	\$350.00	\$0.00
0950 Camp Sequanota Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,500.00	\$243.29	\$1,256.71	\$1,500.00	\$0.00
BENEVOLENCE					
1102 FAITH COMMITMENT					
Allegheny Synod	\$3,200.00	\$0.00	\$3,200.00	\$3,200.00	\$0.00
ELCA National Church	\$1.00	\$0.00	\$1.00	\$1.00	\$0.00
TOTAL 1102 BENEVOLENCE OFFERING	\$3,201.00	\$0.00	\$3,201.00	\$3,201.00	\$0.00
1103 Pastor's Discretionary Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1104 Gettysburg Seminary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1105 Camp Sequanota	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1106 Council's Discretionary Fund	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
<i>Council's Discretionary Fund Donations</i>		\$0.00			
BENEVOLENCE TOTAL	\$4,201.00	\$0.00	\$4,201.00	\$4,201.00	\$0.00
TOTAL ALL FUNDS	\$110,078.00	\$80,353.73	\$29,724.27	\$96,513.00	(\$13,565.00)
Beginning Balance 10/1/23		\$7,574.96			
General Contributions 10/1/23 - 9/30/24		\$13,171.82			
Koorman Transfers 10/1/23 - 9/30/24		\$73,000.00			
TOTAL INCOME	\$86,171.82				
Ending Balance		\$12,990.55			

** SS COLA was 2.5%
All Salaries are increased 2.5%

**Saint James Evangelical Lutheran Church
White Gift Annual Report 2024**

Balance as of November 2023	\$586.73
Expenditures	<u>\$ 0.00</u>
Balance	\$586.73
White Gift Donations	\$ 50.00
Interest	<u>\$ 1.22</u>
Balance as of November 2024	\$637.95
White Gift Fund Closed May 2024 and Funds Transferred to Saint James General Fund	<u>(\$637.95)</u>
Balance as of November 2024	\$ 0.00

Closing of Congregational Meeting

-A Prayer:

Almighty God, your Holy Spirit equips the church with a rich variety of gifts. Grant that we may use them to bear witness to Christ in lives that are built on faith and love. Make us ready to live the gospel and eager to do your will so that we may share with all your church in the joys of eternal life; through Jesus Christ, our Savior and Lord.

Amen.

-Dismissal

P: Go in peace to love and serve the Lord.

C: Thanks be to God!



St. James Evangelical Lutheran Church

**1407 Eighth Avenue
Altoona, PA 16602**

814-944-6835

www.stjamesaltoona.org

stjamesaltoona@gmail.com

