



Draw your church together, O God, into one great company of disciples, together following our teacher Jesus Christ into every walk of life, together serving in Christ's mission to the world, and together witnessing to your love wherever you will send us; for the sake of Jesus Christ our Lord. Amen. – From Evangelical Lutheran Worship, Prayer for The Mission of the Church, p. 75.

ANNUAL REPORT

Holy Faith Church
January 26, 2025

Annual Meeting Agenda January 26, 2025

10:55 Call to Order - Pastor Andrea Martin

- Opening Prayer
- Declaration of a Quorum, Appointments of a Secretary & a Timekeeper

11:00 Vote to Approve Minutes from 2024 Annual Meeting - Pastor Andrea Martin

11:05 Celebrating 20 Years & Looking Ahead

- Teri Kollath, PLT President [10 minutes]
- Andrea Martin, Pastor [20 minutes]
- Andy Amstutz, Treasurer
 - Presentation of Congregational Gift Policy [5 minutes]
 - Presentation of Holy Faith Financials [15 minutes]
- Vote to Pass PLT-Recommended Budget for 2025 [5 minutes]

12:00 Nominations & Elections (3-year terms end at the annual meeting, January of the final year)

- Recognition of those completing terms on the PLT [5 minutes]:

Members whose terms end today:

Christen Mitchell (Class of '25)
Charlie Jacobs (Class of '25)

Members who continue:

Teri Kollath (Class of '26)
Jim Mangi (Class of '26)

John Hassett (Class of '27)
Lisa Reifert (Class of '27)

- Introduction of the PLT Nominees [2 minutes]:

Parish Leadership Team Election Slate:

Audrey Altman (Class of '28)
Charlie Jacobs (Class of '28)
Christen Mitchell (Class of '28)

- Vote on election to PLT [3 minutes]
- Introduction of Nominees for Representatives to Synod Assembly and Delegates to Episcopal Diocesan Convention & Call for Nominations from the Floor [3 minutes]
- Vote on election of Representatives to Synod Assembly & Delegates to Diocesan Convention [2 min]

Assembly Representatives:

Andy Amstutz
Wendy Amstutz
Assembly Alternate(s)
Judy Kullberg
Robert Kullberg

Diocesan Delegates:

Diane Jacobs Lisa Reifert
Teri Kollath

Diocesan Alternates:

Tracy Gilmore
Susan Wehinger

- Introduction of the Nominating Committee for PLT Class of '29 [3 minutes]

Teri Kollath
Jim Mangi
Pastor Andrea Martin

- Vote on election of the Nominating Committee for PLT Class of 2029 [2 minutes]

12:20 Motion for Adjournment - Andrea Martin

12:22 Sending Song ***We Are Marching***

12:25 The Dismissal

Holy Faith Church Annual Meeting – January 28, 2024

- I. Call to Order – Meeting was called to order at 10:58 am by Pastor Andrea Martin, in her capacity as chair of the assembly.

Opening Prayer

Opening prayer: Andrea Martin

Declaration of a Quorum & Appointments of a Secretary & Counter

Andrea Martin declared the presence of a quorum

Secretary: Charlie Jacobs

Counter: Diane Jacobs

Timekeeper: John Hassett

- II. Vote to Approve Minutes from 2023 Annual Meeting - Andrea Martin

Moved: Harold Tinsey

Seconded: Christen Mitchell

Discussion: None

Minutes of the January, 2023 meeting were accepted unanimously

- III. Annual Report:

Appreciating the Past & Looking Ahead - Holy Faith Church in 2023-24

- III.a. President's Report: Christen Mitchell, PLT President

The President's Report is included in the Annual Report.

Christen mentioned several highlights of the year.

- We have increased our focus on safety.
- We have given ministry leaders and committee chairs greater autonomy and control of their budgets.
- We hired a part-time outreach coordinator to better help us interact with our community.
- The Pastor and PLT president completed the College for Congregational Development.
- Christen encouraged people to participate in PLT.
- She thanked people for finding ways to help the parish in small yet important ways.

- III.b. Pastor's Report: Andrea Martin, Pastor

- Andrea thanked the people who put the annual meeting together, the finance team for their work, the tech team for making the hybrid community possible, Dan McGraw for coordinating the potluck, Laurie Tikkanen and Ann Mayers for compiling the weekly bulletins and volunteering the office. She introduced the PLT and thanked Noelle Milkey for 6 years of service on the PLT, including a stint as president, and Christen Mitchell for service as president for 2023. She thanked Molly Hilton for founding and coordinating the creche exhibit, and

Steve Jolliffe for 10 years of service on the Building and Grounds Committee and presented each with a thank you gift. She also thanked the chairs of ministries and presented tokens of appreciation.

- Andrea then reviewed some of the things that we have done over the last eighteen months at Holy Faith. In mid-2022, we made a decision to grow as a congregation, but this adds structural complexity. We've addressed this challenge by strengthening our leadership through empowering the leaders of ministries to be more self-directed in order to better share the gifts of Holy Faith.
- We hired Joy Morin who has developed a parish music program.
- We hired Janet Cook as an outreach coordinator.
- We have welcomed 18 new families.
- We've instituted quarterly leadership gatherings to help ministry leaders with their ministries.
- Andrea's vision for the future is moving from pastor-based to team-based ministry. Her goal is to attain weekly attendance at about 70 and to have the infrastructure to sustain that regardless of who the pastor is.
- This fall, Andrea received reports of incidents of sexual harassment between adult members of the congregation. Andrea led an initiative with the diocese and the PLT to deal with these incidents and to develop procedures to deal with such incidents in the future. One thing we will be doing in the immediate future is to normalize reporting of any such incidents. Look for the posters with instructions that will be posted around the church building. Andrea will also be hosting forums during coffee hours on Feb 18 and 25 to field questions the congregation may have.
- She encouraged everybody to fill out an interest survey.
- Pastor's Sabbatical
The report on the pastor's sabbatical is included in the annual report.

During 2024 Andrea will be taking her pastor's sabbatical from May 22 to September 11. During this time, pastoral duties will be delegated to Rev. David Hendricks, who will serve during Andrea's absence. Rev. Hendricks' stipend will be covered by the dedicated account set aside to support the pastor's sabbatical.

Andrea assures us that this sabbatical, mandated by the Episcopal Diocese of Michigan, is intended to support her renewal in her mandate, and is not a first step toward discerning a new call.

There are still details to be worked out by the pastor and parish leadership, and she will keep us informed about the process.

III.c. Treasurer's Report: Andy Amstutz, Treasurer

Andy Amstutz presented the revised Congregational Gifts Policy. The Gifts Policy is included in the Annual Report.

Andy Amstutz presented the 2023 Financial Report. The financial report is included in the Annual Report.

- Total income for 2023 was \$228,702.08, and total expenses were \$211,693.02. Net income was \$17,008.66. Total assets are \$233,578.72. The primary checking account balance is \$100,594.44 and primary savings balance is \$62,827.29. The total liabilities are \$1,503.03, The dedicated accounts balance was \$71,004.78, and our equity was \$161,040.91
- We have had no significant Capital or Maintenance expenditures.
- We received an anonymous \$25,000 gift in November. This will allow us to deposit \$16,500 in the ELCA long term Capital Investment Fund.
- We contracted for \$1850 worth of tree work after this year's storms.
- Our water testing indicates that the water at the church is safe.
- We gave \$1000 to the volunteers at St. Paul UCC to allow them to expand their Paper Pantry ministry; we also received \$3,375 in funds dedicated to the Paper Pantry and we disbursed \$3665, leaving the Paper Pantry dedicated account with \$5,124.21.
- We received \$4,713.67 for and disbursed \$1798.81 to various charities.
- We received \$15,296.11 in Memorial Funds. Memorial funds were used to
 - Update our memorial plaque
 - Maintain the Memorial Garden
 - Repair the stained glass window
 - Purchase the Cymbells bell tree

Update: Mike Centlievre reports we currently have \$208,000 in pledges, (-\$2000) under budget.

IV. Vote to Pass PLT-Recommended Budget for 2024

No motion necessary

Discussion: No discussion

Budget passed unanimously

V. Nominations & Elections (3-year terms end at the annual meeting, in January of the final year.)

V.a. Recognition of those completing terms on the PLT:

Members whose terms end today:

Noelle Milkey (Class of '24)

John Hassett (Class of '24)

Members Who Continue:

Teri Kollath (Class of '26)

Jim Mangi (Class of '26)

Charlie Jacobs (Class of '25)

Christen Mitchell (Class of '25)

VI.b. Introduction of the PLT Nominees

Parish Leadership Team Election Slate:

The slate is included in the attached Annual Report.

Lisa Reifert (Class of '27)

John Hassett (Class of '27)

Vote on election to PLT

No motion necessary

Discussion:

Call for nominations from the floor: no nominations

No discussion

Slate was approved unanimously.

VI.c Introduction of Nominees for Representatives to Synod Assembly and Delegates to Episcopal Diocesan Convention & Call for Nominations from the Floor

The slates of nominees are included in the attached Annual Report (p. 2).

Assembly Representatives

- Judy Kullbert
- Robert Kullberg

Assembly Alternate(s)

- Andy Amstutz
- Wendy Amstutz

Diocesan Delegates

- Diane Jacobs

- Teri Kollath
 - Lisa Reifert
- Diocesan Alternates
- Tracy Gilmore
 - Susan Wehniger

Vote on election of Representatives to Synod Assembly & Delegates to Diocesan Convention

Moved to accept the slates as presented.

Moved: Andy Amstutz

Second: Anne Beaubien

Discussion:

Call for nominations from the floor: no nominations

Slates of Representatives and Delegates were accepted unanimously

VI.d. Introduction of the Nominating Committee for PLT Class of 2027

Nominating Committee for PLT Class of 2027

According to our bylaws, the nominating committee consists of the pastor and the two PLT members who are completing their terms of service.

Charlie Jacobs

Christen Mitchell

Pastor Andrea Martin

Vote on election of the Nominating Committee for PLT Class of 2027

No motion necessary

Nominating Committee was accepted unanimously.

VII. Other Business.

VIII. Motion for Adjournment – Andrea Martin

Moved: Harold Tinsey

Second: Diane Jacobs

Motion carried. A. Martin declared the meeting adjourned at 12:14 pm

IX. Dismissal “This Little Light of Mine”



President's Report

In this "Annual" Report, I reflect on my time serving on the Parish Leadership Team since September 2022. As you will see in Pastor Andrea's Timeline of Holy Faith's Congregational Development Since 2022 (see page 38) we began then with the entire PLT committed to "growth" and "expanded outreach ministries so that Holy Faith helps the world look a little more like the Kingdom of God."

I would like to go beyond the timeline to add some dimension to how all of this unfolded, because during this time focused on growth we grew in so many ways!

Timeline Detail: We added 18 new households.

Some people came to us because we welcome everyone, no exceptions. Beyond the stickers on our door, we advertise our annual Pride Month welcome Sunday with an invitation to all. We strive to make our building user friendly, and we are planning upgrades we can pay for from a large bequest from the Haab Foundation earmarked to our Building and Grounds committee, with emphasis on comfortable seating. The new chairs should be here by Easter, the "apron" on concrete that is our entrance from the parking lot will be repaired as soon as weather allows. More upgrades are coming prioritized by safety.

We reached out to people who are on a journey with dementia. Our Memory Cafe is so successful that it outgrew our space. Yet it leaves us not only with Dementia Friendly Saline's "Best Life Chorus," but also with new members we are delighted to welcome when they find us on their journey,

Our banner sign near the food garden in the front of the church that says we grow food for Saline Area Social Service attracted gardeners to join us who also have a goal to help alleviate hunger.

Our new members, like our congregation, span the age range of each generation. Our seniors enrich us with their life times of experience. Our children bring us such joy! We have the privilege of watching Blaise, Augusta, Avery, Auggie, Felix and Mason as they learn and grow. And we began the year with the baptism of baby Arvo Clark! All of the ages in between continually amaze me as they balance family, work, homes and personal needs with their commitment to be a part of a congregation.

Timeline Detail: Our new Outreach Coordinator, Janet Cook, joined us in October of 2023.

Since then we have alleviated \$2.93 M of Undue Medical Debt for our neighbors in Jackson, Washtenaw and Wayne Counties. And six months ago we committed to preparing and distributing dinner to 200 people at Hope Clinic in Ypsilanti every First Friday for at least one year.

Though this past year we received a big bequest, and we have a healthy Memorial Fund - neither contribute to our operating budget. I thank each and every one of you who made a pledge during our Annual Giving campaign. Because of you we can plan a budget, as we dream to accomplish even more.

I thank the members of PLT's that came before us for the foresight to commit financially to a sabbatical for our pastor. Because of this we were able to give Pastor Andrea a well-deserved four-month sabbatical from mid-May through Mid-September of 2024.

Pastor Andrea left us with four opportunities for Spiritual Renewal and Reconnection, and she arranged for our pastoral care by securing Pastor Dave Hendricks for the entire time she was off. What a blessing! I am so grateful for his commitment to our "family." During this time I saw first hand the work of our staff, of our Ministry Team Leaders, our ministry teams, our Finance Committee, and the people who work behind the scenes to make sure our light bulbs get changed, our supplies, including our water, get brought to the church, and make sure our trash and recycling get disposed of. During the four months of sabbatical, as always, they never skipped a beat.

This past year we have mourned together and celebrated together - whether its in the Nave on Sunday morning, in the Parish Hall at coffee hour during an event or a reception, working in the food garden or in the kitchen at Hope Clinic - we grew to look more and more like the kingdom of God.

In Christ's love,

Teri Kollath
PLT President

Motions Approved by Holy Faith Church Parish Leadership Team 2024

January

Moved to approve the November and December Financial Reports, subject to audit.

Moved: T. Kollath

Seconded: C. Mitchell

Financial Report approved unanimously.

Moved to offer a stipend for the Rev. David Hendricks as Supply Clergy during Andrea Martin's sabbatical, beginning Wednesday May 22, 2024 and extending through Wednesday, September 11, 2024, per the attached Letter of Agreement. The stipend shall be paid at the middle and end of each month at a rate of \$375 per week, for a total of 16 weeks. The total stipend shall not exceed \$6400, plus a mileage reimbursement, as stipulated in the Letter of Agreement, without further approval of the PLT.

The Letter of Agreement is attached to these minutes.

Moved: C. Jacobs

Second: J. Mangi

The motion was approved unanimously.

Moved: Remove from consideration installation of new lights until we are ready to address the issue in conjunction with installing a new sign.

Moved: C. Jacobs

Second: C. Mitchell

The motion passed unanimously

Moved to accept the minutes of the December 2023 meeting.

Moved: J. Hassett

Seconded: T. Kollath

Minutes approved unanimously.

February

Moved to accept the minutes of the January 2024 meeting.

Moved: J. Mangi

Seconded: T. Kollath

Minutes approved unanimously.

Moved to approve the January Financial Report, subject to audit.

Moved: J. Mangi

Seconded: C. Mitchell

Financial Report approved unanimously.

Moved to approve slate of officers

Moved: J. Mangi

Second: C. Mitchell

Nominations from the floor: None

Slate was approved unanimously.

Moved to accept the bid from Bonecutters Tree Experts for \$1250 to remove three dead pine trees south of the parking lot, to be charged to the maintenance and repair budget.

Moved: J. Mangi

Second: T. Kollath

Motion was approved unanimously.

March

Moved to accept the minutes of the February 2024 meeting.

Moved: J. Mangi

Seconded: C. Mitchell

Minutes approved unanimously.

Moved to approve the January Financial Report, subject to audit.

Moved: J. Hassett

Seconded: L. Reifert

Financial Report approved unanimously.

Moved to allow posting, for ten days, of a sign reminding motorists to stop for school buses.

Moved: J. Mangi Second: J. Hassett

Motion passed 5-1.

Emergency special meeting of PLT via email on 24 March 2024

Moved: The PLT authorizes replacement of the Treasurer's computer at a cost of up to \$1500.

Moved: T. Kollath

Second: C. Mitchell

T. Kollath, C. Mitchell, J. Hassett, and C. Jacobs, and A. Martin responded "Aye". No response from J. Mangi or L. Reifert. Votes represent a quorum of the PLT.

Motion passes.

April

Moved to allocate up to \$5000 from the Memorial Fund as a match for our fundraising effort to support Undue Medical Debt (the new name for the organization RIP Medical Debt). This request comes from Outreach Coordinator J. Cook.

Discussion ensued to clarify the nature of the project. This is being approved as a matching grant for up to \$5000, and does not commit us to any expenditures over \$5000, regardless of how much money is raised.

Moved: C. Jacobs

Seconded: C. Mitchell

Motion passed unanimously.

Moved to allocate \$2500 from the Memorial Fund to support diocesan and synod campus ministries. (These include:

1. Lord of Light Lutheran Church & UM's ELCA campus ministry
2. Canterbury House – the Episcopal campus ministry at UM
3. All Together Campus Ministry – a combined ELCA/Episcopal ministry for Henry Ford College in Dearborn; the University of Michigan-Dearborn; and Wayne State University
4. Canterbury MSU – the Episcopal campus ministry at UM
5. University Lutheran Church & ELCA campus ministry at Michigan State)

Moved: J. Mangi

Seconded: L. Reifert

Motion passed unanimously

Moved to accept the lawn mowing contract from Couture's Property Management at a rate of \$78 weekly for the growing season, per the attached contract. We also charge the Buildings and Grounds Committee (chair Steve Erickson) to monitor whether a charged double mow was needed and also to be the point of contact with the vendor.

Moved: T. Kollath

Seconded: J. Mangi

Motion passed unanimously.

Moved to accept the minutes of the March 2024 meeting, and the special meeting of March 24.

Moved: J. Mangi

Seconded: C. Mitchell

Minutes approved unanimously.

Moved to approve the March Financial Report, subject to audit.

Moved: L. Reifert

Seconded: J. Mangi

Financial Report approved unanimously.

May

Moved to approve the contract from UTEC in the sum of \$18,345.60 for a five year lease.

Moved: J. Mangi

Second: T. Kollath

Motion passed unanimously.

Moved to accept the revised Memorial Garden Policy and Memorial Garden Agreement.

Moved: T. Kollath

Seconded: J. Mangi

Motion passed unanimously.

Moved to accept the results of the 2023 Audit.

Moved: L. Reifert

Seconded: J. Mangi

Motion passed unanimously.

Moved to accept the minutes of the April 2024 meeting.

Moved: L. Reifert

Seconded: J. Hassett

Minutes approved unanimously.

Moved to approve the April Financial Report, subject to audit.

Moved: J. Mangi

Seconded: C. Jacobs

Financial Report approved unanimously.

June

Moved to approve the May Financial Report, subject to audit.

Moved: J. Mangi

Seconded: C. Jacobs

Financial Report approved unanimously.

Moved to accept the minutes of the May 2024 meeting.

Moved: J. Mangi

Seconded: C. Mitchell

Minutes approved unanimously.

Gift to HFC. This \$76,000 gift is restricted to the Buildings and Grounds and the donor has expressed a desire to use the gift for comfortable seating.

Moved to accept this as a restricted gift per Section II. E of the gift policy.

Moved: J. Hassett

Second: J. Mangi

Motion passed unanimously.

July. No Meeting

August

Moved: Holy Faith shall offer the Employee Assistance Plan offered by EDOMI to employees and budget \$4 per month to pay for it; also to pay for any enrollee who signs up with the plan in Sept 2024 through the end of the year.

Moved: C. Mitchell

Second: L. Reifert

Motion passed unanimously

Moved to approve full apportionment of \$10,252 to the Diocese and of \$10,252 to the Southeast Michigan Synod for 2025.

Moved: C. Mitchell

Second: J. Mangi

Motion passed unanimously

Moved to approve a \$500 supplement to the Pastors Continuing Education Fund.

Moved: J. Mangi

Second: C. Mitchell

Motion passed unanimously

Moved to accept the minutes of the June 2024 meeting.

Moved: C. Mitchell

Seconded: T. Kollath

Minutes approved unanimously.

Moved to approve the June and July Financial Reports, subject to audit.

Moved: J. Mangi

Seconded: C. Mitchell

Financial Report approved unanimously.

Moved to purchase a \$15,000 6 month CD and A \$15,000 12-month CD from Bank of Ann Arbor. The signatories on these CDs will be Wendy Amstutz, Don Dersnah, and Ann Mayers.

Moved: J. Mangi

Second L. Reifert

Motion passed unanimously.

Moved to make a donation in the amount of \$1000 in gratitude of Pastor Dave's ministry with us.

Moved: L. Reifert

Second: J. Mangi

Motion passed unanimously

Moved to allocate up to \$150 from the Congregational Meals account for the celebration of Andrea's return.

Moved: C. Mitchell

Seconded: T. Kollath

Motion passed unanimously

Moved to conditionally approve up to \$550 from Memorial Funds for a celebratory coffee hour to mark our successful Undue Medical Debt campaign, provided that it is a community event that includes stakeholders and principals involved in the campaign.

This would include as examples:

- Representatives from the Diocese and Synod
- Churches and other organizations that were contacted about participating in the campaign
- Civic officials
- People involved in dealing with medical debt.

Note that this is not an exhaustive list.

Moved: J. Mangi

Second: L. Reifert

Motion passed unanimously

September

Moved to approve the request of the Garden Buddies to expand the area of the vegetable garden as proposed.

Moved: J. Mangi

Second: C. Mitchell

Motion approved unanimously

Moved to accept the minutes of the August 2024 meeting.

Moved: T. Kollath

Seconded: J. Mangi

Minutes approved unanimously.

Moved to approve the August Financial Report, subject to audit.

Moved: J. Mangi

Seconded: C. Jacobs

Financial Report approved unanimously.

October

Moved to authorize the following expenditures from the Memorial Fund:

- Race and Faith Series: a donation of \$400 in grateful thanksgiving for Sister Veronica Dunbar (AKA Sister Vee) hosting the well-attended Q&As on Race & Faith for 4 Sundays;
- Hurricane Relief: a gift of \$250 each to Lutheran Disaster Relief and Episcopal Relief & Development for hurricane relief (\$500 total).

Moved: C. Jacobs

Seconded: L. Reifert

Motion passed unanimously

Resolution: The PLT resolves that going forward, engraved memorial plaques shall be charged to the Memorial fund.

Moved: J. Hassett

Second: T. Kollat

Motion passed unanimously.

Moved to accept the minutes of the September 2024 meeting.

Moved: T. Kollath

Seconded: L. Reifert

Minutes approved unanimously.

Moved to approve the September Financial Report, subject to audit.

Moved: C. Jacobs

Seconded: L. Reifert

Financial Report approved unanimously.

Moved to allocate \$1000 from the New Programs account for expenses to celebrate the 20th anniversary of the merger of Holy Cross Episcopal and Faith Lutheran churches, and the founding of Holy Faith Church.

Moved: C. Jacobs

Second: L. Reifert

Motion passed unanimously

November

Moved that the Parish Bylaws be amended to allow the increase of the number of elected members of the PLT be increased from 6 to 6 to 9.

“Section 9.2. The Parish Leadership Team shall consist of the senior member of the clergy and six to nine voting members of this parish. Other member(s) of the clergy called to this parish shall be non-voting members of the Parish Leadership Team.”

Moved: J. Mangi

Second: T. Kollath

Motion carried 6-1

Moved to strike the phrase “by written ballot” from the first sentence of Section 9.6.

Moved: J. Mangi

Second: L. Reifert

Motion passed unanimously

These proposed amendments to the bylaws will be presented to the Episcopal Diocese of Michigan and the Southeast Michigan Synod prior to a ratification vote at the January 2025 Annual Meeting, per section 14 of the bylaws.

Amendment to section F.g. of the Memorial Fund Policy.

“Purchase of engraved memorial plaques shall be charged to the Memorial Fund without requiring approval of the PLT.”

Moved: C. Mitchell

Second: J. Mangi

Motion passed unanimously.

This change will be presented to the congregation at the annual meeting.

Moved to approve disbursal from the Haab Bequest fund for up to \$30,000 to acquire new sanctuary chairs.

Moved : C Mitchell

Second: J. Mangi

Motion passed unanimously.

Moved to authorize up to \$2,000 from Memorial funds to acquire lightweight round tables to replace the circular tables in the social hall.

Moved: J. Mangi

Second: T. Kollath

Motion approved unanimously.

Moved to accept the minutes of the October 2024 meeting.

Moved: J. Mangi

Seconded: C. Mitchell

Minutes approved unanimously.

Moved to approve the October Financial Report, subject to audit.

Moved: T. Kollath

Seconded: J. Mangi

Financial Report approved unanimously.

CONGREGATIONAL GIFT POLICY

HOLY FAITH CHURCH

6299 Ann Arbor-Saline Rd. – Saline, MI 48176

Tax ID #38-2224909 Faith Lutheran Church dba Holy Faith Church

PURPOSE

To give a written process to all constituents of our congregation that outlines what types of property are acceptable as gifts above and beyond pledges or plate offerings, and how decisions are made for its use.

This policy will answer 2 core questions:

1. How can I provide a gift to the congregation?
2. How will the congregation use my gift?

INITIAL APPROVAL

Motion to move forward with adoption of this policy and creation of the fund passed unanimously at the Parish Leadership Team (PLT) Meeting 11/17/2020. In the December 2019 PLT meeting the PLT passed a motion to create a "long term investment fund for capital replacement and to seed this fund with \$30,000 from our Savings Account." The PLT also passed a motion to utilize \$12,500 from the Ann Arbor Community Grant received in 2019 to be added to this long term investment fund. Additionally \$2000 was included in the 2020 Operating Budget to be added to the fund. This makes a total initial investment of \$44,500.

ELEMENTS OF THE GIFT POLICY

- I. Gift Acceptance
 - a. Defines *who* will decide if gift is *accepted*
 - b. Defines *what* gifts will be *considered*
- II. Gift Use
 - a. Defines *who* will decide how gifts are used
 - b. Outlines process and guidelines to determine *how* gifts are used
- III. Policy Distribution and Changes
- IV. Ways to Make a Gift
 - a. Giving vehicles and methods

I. Gift Acceptance

- A. Members are encouraged to consider blessing the congregation with gifts free of designations.
- B. When an asset is **offered** to our congregation through an estate, from a living individual, family, or other legal entity that is above and beyond a regular pledge/plate offering, the Parish Leadership Team will determine whether the gift will be **accepted**.
- C. All gifts will be considered on a case by case basis taking into consideration the type of asset, gift transfer costs, designations, potential liabilities, the congregation's mission, current congregational needs, and other factors.
- D. Gifts may be offered in a variety of ways. Our congregation is willing to **consider** the following types of assets:
 1. Cash
 2. Securities
 - a. Publicly traded securities
 - i. Stocks
 - ii. Bonds
 - iii. Mutual funds
 - iv. Options/warrants
 - v. REITs (Real Estate Interest Trusts)
 - vi. Other marketable securities traded on public exchanges
 - b. Non-publicly traded securities
 - i. MLPs (Master Limited Partnerships)

- ii. Closely held business interests
 - iii. Partnerships
 - iv. Limited liability corporations
 - v. S-Corp shares/C-Corp shares
 - vi. Options/Warrants
3. Life insurance (assignment of ownership) – permanent type with cash value
 4. Real property
 - a. Residential
 - b. Commercial
 - c. Life Estate
 5. Tangible personal property
 - a. Vehicles
 - b. Jewelry
 - c. Books
 - d. Art
 - e. Collections
 6. Other property
 - a. Mineral rights/oil and gas interests
 - b. Royalties
 - c. Notes/mortgages
 - d. Copyrights/Patents/Trademarks
 - e. Bargain sales: congregation purchases an asset for less than fair market value

Members and Donors should understand that in most cases the congregation will look to liquidate gifts and utilize the cash value of the gift.

Gifts of Real Property will require a vote of the congregation since according to the By-Laws the power of "acquiring real property through any means, disposing of real property through any means" is not vested in the PLT but reserved for the congregation. (see By-Laws Section 4 Governance)

- E. If a determination is made to decline a gift, the donor or representative of the donor's estate shall be contacted by verbal notice followed by written notice on official letterhead sent by U.S. Mail or email. Contact will be made by the Parish Leadership Team or Clergy, at the discretion of the Parish Leadership Team.

II. Gift Use

- A. If our congregation accepts an unrestricted gift, *which is defined as an asset that a donor has given to our congregation without any limitation of its use*, the Parish Leadership Team shall determine how the gift shall be used following the guidelines provided in this section.
- B. For Unrestricted gifts of **\$1,000 or greater**, as a model of good stewardship and gratefulness to God and God's blessings, the Parish Leadership Team shall tithe at least (10%) from the initial gift before any other allocations are made. The contribution may be distributed to one of more of the following:
 - i. 50% to ELCA Churchwide ministries and related organizations AND 50% to Episcopal Church USA churchwide ministries and related organizations
 - ii. Any charitable organization.
- C. **If the gift is unrestricted, 50% or more of the gift [from the net proceeds after the tithe], may be deposited into the congregation's investment fund.** Funds intended for the congregation's investment fund may be collected in a dedicated account and deposited into the investment fund when the dedicated account is above \$2000.
- D. **If the gift is unrestricted, the overall use [of the net proceeds after the tithe and investment deposit] may be directed to the Memorial Funds.**
- E. Members are encouraged to give gifts free of restrictions. Gifts may be accepted with specific designations at the discretion of the PLT and the congregation will work to honor those designations as described in this section. The congregation's investment fund may be a designation. Gifts with

specific designations/restrictions are accepted with the understanding that the funds are to be used for the benefit of the congregation in support of its mission and current ministries. Donors should be aware that programs offered by the congregation may be discontinued, renamed or incorporated into other programs. The congregation may accept a gift subject to the restrictions but reserves the right to use the gift in a manner consistent with the general intent of the restrictions. Donors may not restrict the manner in which a gift, bequest, or investment fund is invested by the congregation.

- a. Restricted gifts added into named funds will be reviewed periodically (at least annually) by the Pastor and the Parish Leadership Team.
- b. If restricted funds are unable to be used due to a lack of program or need, the Parish Leadership Team may choose to initiate a good faith effort to contact the donor, estate, or family to discuss removing the designation or redirecting the gift to meet a current need or project within the congregation.
- c. After the good faith effort is completed or exhausted, every effort will be made to redirect the gift to a related fund or ministry. If that is not possible the gift may become unrestricted.
- d. Gifts that become unrestricted will then begin the unrestricted gifts process, as outlined in this document, to determine the use.

F. Memorial Fund Purpose and Disbursements

- a. The Holy Faith Memorial Fund exists to accept gifts **in memory of those who have died or in honor of those who are living** from members and friends of the church. Gifts will be celebrated and used in support of ministry, worship, and life of the church.
- b. Memorial funds should not be used for general funds. Instead, they should be used to enhance Holy Faith's physical, spiritual, safety aspects, or aesthetics.
- c. A list should be maintained of suitable projects that memorial funds can fulfill. There shall always be Memorial Gift suggestions available in different price ranges.
- d. Memorial funds should be spent or allocated on an annual basis, or the balance should be allocated down to an amount designated annually by PLT.
- e. Gifts to the memorial fund should be acknowledged as they come in. This may be done with personal thank you notes, a logbook of gifts or other means.
- f. Holy Faith's Annual report should include a budgetary statement of memorial gifts received including the people in whose memory they were given. The Annual report should also include how memorial fund disbursements were used in the year.
- g. Disbursements of the Memorial Funds shall be made with the approval of the PLT.

G. Congregation's investment fund will be used as follows:

- a. The "Congregation's investment fund" referred to in this policy will show on the Balance Sheet of the congregation as the "ELCA HF Investment Fund"
- b. Dividends from the investment fund will be recorded as Interest Income from the ELCA Capital Investment Fund. These funds will be received into general funds but are intended to offset the cost of capital projects needed on a regular basis.
- c. Withdrawals from the congregation's investment fund may be made with a motion passed by the Parish Leadership Team for a designated purpose.
 - i. Purchase of engraved memorial plaques shall be charged to the Memorial Fund without requiring approval of the PLT.

III. Policy Distribution and Changes

- A. This Congregational Gift Policy shall be presented to the congregation at least once per year at the annual congregational meeting through the packet of reports.
- B. The Parish Leadership Team shall review this Congregational Gift Policy at least once per year for updates and revisions.

IV. Ways to Make a Gift

- A. Cash, check, or money order

B. Beneficiary designations – primary or secondary/contingent

Retirement accounts

- i. IRA, 401(k), 403(b), Annuity
- ii. Qualified Charitable Distributions (QCD)

Individual or joint bank/brokerage accounts

- iii. Transfer on death
- iv. Payable on death

Life insurance

Distribution from donor advised fund or named endowment

Living trust, Will

Real estate - Transfer of deed on death

C. Asset transfer

Transfer securities from your brokerage account directly to our congregation's brokerage account, or use the ELCA Foundation to facilitate the transfer.

Transfer a title or deed to our congregation.

Assign ownership of life insurance to our congregation, or ELCA Foundation, FBO (for benefit of) our congregation.

D. Deferred gifts can be provided by the **ELCA Foundation** or other institution

Charitable gift annuity

Charitable remainder trust

Donor advised fund

Named endowment

Life estate

E. Bargain sale - Sell an asset to our congregation below fair market value

RESOURCE

ELCA Foundation: 800-638-3522 elca.org/foundation

We have resources available through the services of the ELCA Foundation. These gift planning services are available at no charge to you as a member of our congregation. The Charitable Gift Planner assists with establishing a comprehensive gift plan that provides for your family and the ministries you care about. In addition, the Gift Planner assists with current gifts to our congregation as described in this policy.

Gift Policy Revision History

11/17/2020	Parish Leadership Team (PLT) originally approved
03/07/2022	Edits adopted by PLT following annual review of suggested edits
10/17/2022	Edits proposed for section II.F. Memorial Fund Purpose and Disbursements
11/15/2022	Revision adopted by PLT of section II.F. Memorial Fund Purpose and Disbursements

Holy Faith Wish List January 2025

This Wish List was created in order to provide guidance to the Parish Leadership Team for the disbursement of Memorial Funds. Memorial Funds are donations Holy Faith receives in memory of someone who has died. The PLT approves disbursements. Holy Faith's Gift Policy states that Memorial Funds should be "used in support of ministry, worship, and life of the church." Ideas for Wish List items below have been generated by committee chairs, staff, and PLT members.

- Ceiling fans in social hall
- New window shades in the parish hall without cords
- Permanent, curbside signs advertising Memory Cafés.
- Wall-Mounted screen for Zoom worship
- Dedicated IT Desk
- New chairs for our worship space
- New piano
- Heavy duty (plastic), rolling cart to move heavy items from kitchen to parish hall and/or inside/outside
- Higher toilet in handicapped stall of Women's Room (ADA compliant)
- Men's Room Improvements
- Twin vases made of pottery that could go on altar at Lent
- Repaired storage drawers in office
- Better/newer/more comfortable chair in office at Financial Volunteers' desk
- Improved Outdoor Sign
- Artwork and framing for the parish hall and/or Nave
- Some shallow-depth floating shelves or ledges for the member memorial plaques, to keep them level and nicely grouped somewhere (perhaps stacked somewhat, rather than all in a line, maybe mix in some icons or other pieces).
- A new kitchen faucet with a single handle.
- A nice look wheeled cart with a shelf and a butcher block top - for another prep surface in the kitchen and to wheel supplies in and out for Coffee Hour and receptions.
- A large lighted Christmas wreath to hang on the building to be seen from the street.
- A large, heavy, but easily movable, outdoor umbrella with weighted stand to be placed over the welcome/refreshment tables for outdoor services and events.
- A pretty cabinet (a welcoming cabinet) at the entrance of the church for masks, etc. with drawers to hold whatever we might want to put on the cabinet, including an easel with a kind of clip board that could hold a page updated weekly that says, "upcoming events, all are welcome."
- A bench near the place where the front sidewalk to the door joins the parking lot -for people waiting to be picked up. Or, to stop and have a chat with a friend.

1/5/2025

For **December 2024** income was **\$28,381.22** and expenses were **\$20,772.82**. For the month of **December** income less expenses is **positive** at **\$7,608.40**. For the year, operating income was **\$221,983.66** less expenses of **\$218,428.35** gives a year end that is **positive** at **\$3,555.31**. Compared to our 2024 budget expenses were 100.26% of budget and income was 102.83% of budget. Because of the faithful stewardship and generosity of the members of this congregation, we are ending the year with a net positive position.

The Balance Sheet shows total Assets at **\$311,207.33** less Liability of **\$1,503.03** and Dedicated Accounts of **\$127,129.80** which gives a total Equity of **\$ 182,574.50**. The Balance Sheet Assets show the primary Checking Account with a total balance of **\$120,655.23** and the primary Savings account with balance of **\$62,833.58**.

Capital Investment and Maintenance/Repairs

- In February we deposited \$16,500 into the ELCA Capital Investment Fund
- In September we deposited \$30,000 into CDs at the Bank of Ann Arbor
- In December thanks to a generous bequest, we put down a deposit of \$8,510 for new Sanctuary seating which is expected to be in before Easter 2025
- There were no significant Maintenance/Repair items in 2024 but the revitalized Buildings and Grounds team already has plans for 2025.

Dedicated Accounts and Memorial Funds

- In total for the 2024 year we received \$13,864 for local and global ministries and dispersed \$19,637. This includes:
 - \$1,463 to The Church at the Crossroads in Detroit
 - \$2,596 to Paper Pantry
 - \$3,377 to Lutheran World Relief (LWR) and Episcopal Relief & Development (ERD)
 - \$10,004 to Undue Medical Debt

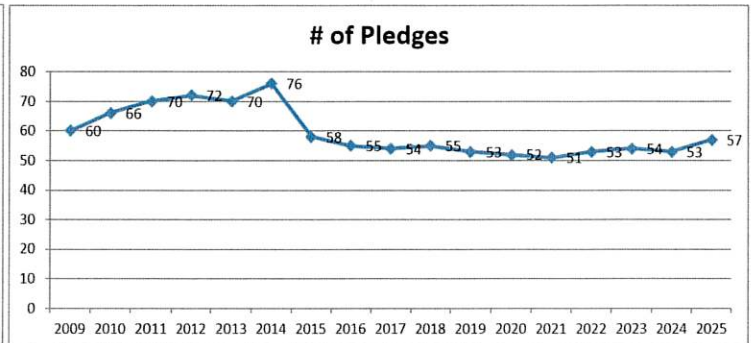
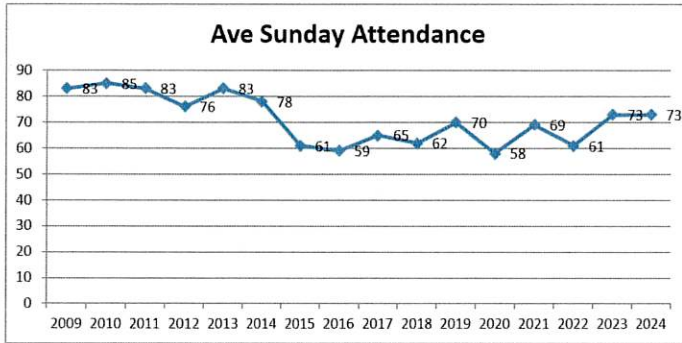
- In total in 2024 we received \$2,224 in Memorial Funds in Memory of:

Mary Johnson
Jeff Cummings
Clark Flewelling

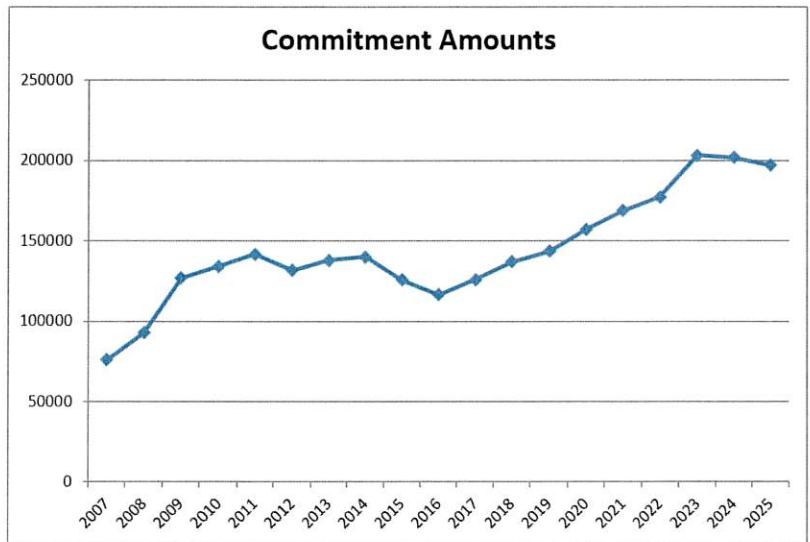
- \$10,570 of Memorial funds were used to support
 - 5 Campus Ministries
 - Fed Up Ministries
 - Undue Medical Debt
 - Hurricane Relief (ERD/LDR)
 - Updating the Memorial Plaque

History and Trends

Our Average Sunday attendance in 2024 with Hybrid worship was **73**. As of January 11, 2025 we have received **57** pledges for 2025 including 6 new pledges and **28** increases totaling **\$196,938**



Year	Ave. Sunday Attendance	# of Pledges	Commitment Amounts	Redevelopment Support
2025	73	57	\$196,938	\$0
2024	71	53	\$201,970	\$0
2023	73	54	\$203,399	\$0
2022	61	53	\$177,288	\$0
2021	69	51	\$168,824	\$0
2020	58	52	\$157,248	\$0
2019	70	53	\$143,380	\$0
2018	62	55	\$136,974	\$0
2017	66	54	\$125,750	\$0
2016	59	55	\$116,516	\$0
2015	61	58	\$125,706	\$0
2014	78	76	\$139,864	\$0
2013	83	70	\$137,660	\$0
2012	76	72	\$131,442	\$0
2011	83	70	\$141,505	\$0
2010	85	66	\$134,028	\$6,000
2009	83	60	\$126,660	\$19,000
2008	71	46	\$92,521	\$84,125
2007	55	37	\$75,892	\$75,250



As Treasurer, I submit this report to the PLT and recommend a motion be made to accept the treasurer's report pending audit.

Respectfully Submitted,


Andrew E. Amstutz

Following Reports: Treasurer's Report (Statement of Income and Expense) by Major Group and by Account, Balance Sheet by Account, Dedicated Accounts, Cash Flow (General Ledger detail for Checking Account)

1/4/2025
06:54 pm

Holy Faith Church
Treasurer's Report
Finance year 2024, December

Book 01: Holy Faith Church-General

	Actual Dec. 2024	Actual as of 12/31/2024	Budget as of 12/31/2024	Budget 2024	Percent of Budget
Income					
41 - Pledges	27,957.50	213,386.00	210,000.00	210,000.00	101.61
43 - Rental	0.00	6,146.00	3,842.04	3,842.04	159.97
44 - Loose Offering	164.00	1,321.82	699.96	699.96	188.84
47 - Miscellaneous	0.00	91.00	300.00	300.00	30.33
48 - Interest	259.72	1,038.84	1,032.96	1,032.96	100.57
Income:	28,381.22	221,983.66	215,874.96	215,874.96	102.83%

Expense

52 - Staff/Salary	13,068.23	140,780.97	140,735.04	140,735.04	100.03
56 - Professional Services	142.51	9,302.13	8,549.88	8,549.88	108.80
61 - Building & Grounds	4,069.44	25,599.55	27,321.84	27,321.84	93.70
62 - Programs	400.71	6,924.20	8,349.96	8,349.96	82.92
63 - Apportionment/Benevolence	1,574.34	18,977.78	18,904.08	18,904.08	100.39
64 - Community Publicity	300.00	300.00	300.00	300.00	100.00
66 - Office Operations	1,217.59	16,543.72	13,700.04	13,700.04	120.76
Expense:	20,772.82	218,428.35	217,860.84	217,860.84	100.26%

Summary, Book 01: Holy Faith Church-General

	Actual Dec. 2024	Actual as of 12/31/2024	Budget as of 12/31/2024	Budget 2024	Percent of Budget
Income:	28,381.22	221,983.66	215,874.96	215,874.96	102.83%
- Expense:	20,772.82	218,428.35	217,860.84	217,860.84	100.26%
Net Income:	7,608.40	3,555.31	-1,985.88	-1,985.88	

Holy Faith Church
Treasurer's Report
Finance year 2024, December

Book 01: Holy Faith Church-General

	Actual Dec. 2024	Actual as of 12/31/2024	Budget as of 12/31/2024	Budget 2024	Percent of Budget
Income					
41 - Pledges					
00 - (no Minor group)					
015-41-00-00 Pledges	27,957.50	213,386.00	210,000.00	210,000.00	101.61%
00 - (no Minor group):	27,957.50	213,386.00	210,000.00	210,000.00	101.61%
41 - Pledges:	27,957.50	213,386.00	210,000.00	210,000.00	101.61%
43 - Rental					
01 - Building					
015-43-01-00 Rental/Bldg.	0.00	3,146.00	1,700.04	1,700.04	185.05%
01 - Building:	0.00	3,146.00	1,700.04	1,700.04	185.05%
02 - Co-op					
015-43-02-00 Rental/Co-op	0.00	3,000.00	2,142.00	2,142.00	140.06%
02 - Co-op:	0.00	3,000.00	2,142.00	2,142.00	140.06%
43 - Rental:	0.00	6,146.00	3,842.04	3,842.04	159.97%
44 - Loose Offering					
00 - (no Minor group)					
015-44-00-00 Plate (Loose Offering)	164.00	1,321.82	699.96	699.96	188.84%
00 - (no Minor group):	164.00	1,321.82	699.96	699.96	188.84%
44 - Loose Offering:	164.00	1,321.82	699.96	699.96	188.84%
47 - Miscellaneous					
00 - (no Minor group)					
015-47-00-00 Miscellaneous	0.00	91.00	300.00	300.00	30.33%
00 - (no Minor group):	0.00	91.00	300.00	300.00	30.33%
02 - Other					
015-47-02-01 Debt Forgiveness	0.00	0.00	0.00	0.00	0.00%
02 - Other:	0.00	0.00	0.00	0.00	0.00%
47 - Miscellaneous:	0.00	91.00	300.00	300.00	30.33%
48 - Interest					
00 - (no Minor group)					
015-48-00-00 Interest	259.72	1,038.84	1,032.96	1,032.96	100.57%
00 - (no Minor group):	259.72	1,038.84	1,032.96	1,032.96	100.57%
02 - ELCA Investment Fund Div					
015-48-02-00 ELCA Investment Fund Div	0.00	0.00	0.00	0.00	0.00%
02 - ELCA Investment Fund Div:	0.00	0.00	0.00	0.00	0.00%
48 - Interest:	259.72	1,038.84	1,032.96	1,032.96	100.57%
Income:	28,381.22	221,983.66	215,874.96	215,874.96	102.83%

Expense

52 - Staff/Salary

01 - Administrative Assistant

016-52-01-00 Office Manager	1,499.74	18,240.06	18,968.04	18,968.04	96.16%
01 - Administrative Assistant:	1,499.74	18,240.06	18,968.04	18,968.04	96.16%

02 - Other Staff

016-52-02-00 Nursery Attendant	40.00	405.00	0.00	0.00	0.00%
016-52-02-01 Outreach Coordinator	1,300.00	15,275.00	15,600.00	15,600.00	97.92%

Holy Faith Church
Treasurer's Report
Finance year 2024, December

<u>Book 01: Holy Faith Church-General</u>		Actual	Actual	Budget	Budget	Percent of
		Dec. 2024	as of 12/31/2024	as of 12/31/2024	2024	Budget
016-52-02-02	Outreach Coordinator - Offset	-814.00	-9,768.00	-9,768.00	-9,768.00	100.00%
	02 - Other Staff:	526.00	5,912.00	5,832.00	5,832.00	101.37%
03 - Music						
016-52-03-00	Music Director	2,704.00	17,668.00	17,679.96	17,679.96	99.93%
016-52-03-01	Choir Director	0.00	0.00	0.00	0.00	0.00%
	03 - Music:	2,704.00	17,668.00	17,679.96	17,679.96	99.93%
04 - Custodian						
016-52-04-00	Custodian	189.30	2,209.08	1,893.00	1,893.00	116.70%
	04 - Custodian:	189.30	2,209.08	1,893.00	1,893.00	116.70%
05 - Pastor						
016-52-05-00	Pastor-Salary	5,686.40	68,236.80	68,237.04	68,237.04	100.00%
016-52-05-01	Medical Insurance/Annuity	1,041.00	12,492.00	12,492.00	12,492.00	100.00%
016-52-05-03	Life Insurance	45.89	550.68	575.04	575.04	95.76%
016-52-05-05	Pension	937.32	11,247.93	12,282.96	12,282.96	91.57%
	05 - Pastor:	7,710.61	92,527.41	93,587.04	93,587.04	98.87%
06 - Other						
016-52-06-00	FICA	438.58	4,063.42	2,499.96	2,499.96	162.54%
016-52-06-01	Workers Compensation	0.00	161.00	275.04	275.04	58.54%
	06 - Other:	438.58	4,224.42	2,775.00	2,775.00	152.23%
	52 - Staff/Salary:	13,068.23	140,780.97	140,735.04	140,735.04	100.03%
56 - Professional Services						
01 - Pastor Professional						
016-56-01-00	Pastor-Professional	25.50	2,661.07	3,000.00	3,000.00	88.70%
016-56-01-01	Pastor Cont. Ed.	100.00	1,481.38	999.96	999.96	148.14%
	01 - Pastor Professional:	125.50	4,142.45	3,999.96	3,999.96	103.56%
02 - Supply Musicians						
016-56-02-00	Supply Musicians	0.00	1,900.00	1,500.00	1,500.00	126.67%
	02 - Supply Musicians:	0.00	1,900.00	1,500.00	1,500.00	126.67%
03 - Deacon						
016-56-03-00	Deacon	17.01	317.01	999.96	999.96	31.70%
	03 - Deacon:	17.01	317.01	999.96	999.96	31.70%
05 - Supply Pastors						
016-56-05-00	Supply Pastors	0.00	2,383.86	3,999.96	3,999.96	59.60%
016-56-05-01	Sabbatical Supply	0.00	6,817.51	6,000.00	6,000.00	113.63%
016-56-05-02	Sabbatical Supply - Offset	0.00	-6,783.70	-8,400.00	-8,400.00	80.76%
	05 - Supply Pastors:	0.00	2,417.67	1,599.96	1,599.96	151.11%
06 - Financial Review						
016-56-06-00	Financial Review	0.00	0.00	50.04	50.04	0.00%
	06 - Financial Review:	0.00	0.00	50.04	50.04	0.00%
08 - Piano Tuning						
016-56-08-00	Piano Tuning	0.00	525.00	399.96	399.96	131.26%
	08 - Piano Tuning:	0.00	525.00	399.96	399.96	131.26%
	56 - Professional Services:	142.51	9,302.13	8,549.88	8,549.88	108.80%
61 - Building & Grounds						
01 - Maintenance/Repairs						
016-61-01-00	Maintenance/Repairs	239.16	2,738.91	3,999.96	3,999.96	68.47%
016-61-01-01	Maintenance/Repair Offset	0.00	-360.55	0.00	0.00	0.00%

Holy Faith Church
Treasurer's Report
Finance year 2024, December

Book 01: Holy Faith Church-General

	Actual Dec. 2024	Actual as of 12/31/2024	Budget as of 12/31/2024	Budget 2024	Percent of Budget
01 - Maintenance/Repairs:	239.16	2,378.36	3,999.96	3,999.96	59.46%
02 - Snow Removal/Lawn Care					
016-61-02-00 Snow Removal/Lawn Care	448.00	6,895.75	7,500.00	7,500.00	91.94%
02 - Snow Removal/Lawn Care:	448.00	6,895.75	7,500.00	7,500.00	91.94%
03 - Fees					
016-61-03-00 Water Test/Regulatory Fee	0.00	1,457.01	1,500.00	1,500.00	97.13%
03 - Fees:	0.00	1,457.01	1,500.00	1,500.00	97.13%
04 - Agreements					
016-61-04-00 Maintenance Agreements	0.00	310.00	999.96	999.96	31.00%
04 - Agreements:	0.00	310.00	999.96	999.96	31.00%
05 - Utilities					
016-61-05-00 Utilities	330.89	5,144.81	4,899.96	4,899.96	105.00%
05 - Utilities:	330.89	5,144.81	4,899.96	4,899.96	105.00%
06 - Building Supplies					
016-61-06-00 Build/Cleaning Supplies	51.39	784.62	999.96	999.96	78.47%
06 - Building Supplies:	51.39	784.62	999.96	999.96	78.47%
07 - Building Insurance					
016-61-07-00 Building Insurance	0.00	5,629.00	4,422.00	4,422.00	127.30%
07 - Building Insurance:	0.00	5,629.00	4,422.00	4,422.00	127.30%
09 - Capital Budget Funding					
016-61-09-00 Capital Budget Funding	3,000.00	3,000.00	3,000.00	3,000.00	100.00%
09 - Capital Budget Funding:	3,000.00	3,000.00	3,000.00	3,000.00	100.00%
61 - Building & Grounds:	4,069.44	25,599.55	27,321.84	27,321.84	93.70%
62 - Programs					
01 - Christian Education					
016-62-01-01 Christian Education	71.82	502.92	699.96	699.96	71.85%
016-62-01-04 Christian Ed. - T	0.00	305.53	699.96	699.96	43.65%
016-62-01-05 New Programs	316.80	761.77	1,500.00	1,500.00	50.78%
01 - Christian Education:	388.62	1,570.22	2,899.92	2,899.92	54.15%
02 - Altar Guild					
016-62-02-00 Altar Guild	-18.25	1,684.93	650.04	650.04	259.20%
016-62-02-01 Altar Flowers	178.50	1,033.94	249.96	249.96	413.64%
016-62-02-02 Altar Flowers Offset	-431.00	-1,236.00	0.00	0.00	0.00%
02 - Altar Guild:	-270.75	1,482.87	900.00	900.00	164.76%
03 - Outreach					
016-62-03-01 Paper Pantry Expense	0.00	0.00	0.00	0.00	0.00%
016-62-03-02 Food Garden Expense	222.86	300.00	300.00	300.00	100.00%
016-62-03-03 Outreach Expenses	0.00	0.00	500.04	500.04	0.00%
03 - Outreach:	222.86	300.00	800.04	800.04	37.50%
04 - Stewardship					
016-62-04-00 Stewardship	0.00	72.49	200.04	200.04	36.24%
04 - Stewardship:	0.00	72.49	200.04	200.04	36.24%
05 - Hospitality					
016-62-05-00 Hospitality	0.00	879.96	950.04	950.04	92.62%
05 - Hospitality:	0.00	879.96	950.04	950.04	92.62%
07 - Assembly/Convention					

1/4/2025
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Holy Faith Church
Treasurer's Report
Finance year 2024, December

<u>Book 01: Holy Faith Church-General</u>	Actual	Actual	Budget	Budget	Percent of
	Dec. 2024	as of 12/31/2024	as of 12/31/2024	2024	Budget
016-62-07-00 Assembly/Convention	0.00	837.00	999.96	999.96	83.70%
07 - Assembly/Convention:	0.00	837.00	999.96	999.96	83.70%
25 - Music					
016-62-25-00 Music	0.00	588.34	600.00	600.00	98.06%
25 - Music:	0.00	588.34	600.00	600.00	98.06%
30 - Worship					
016-62-30-00 Worship	59.98	1,193.32	999.96	999.96	119.34%
30 - Worship:	59.98	1,193.32	999.96	999.96	119.34%
62 - Programs:	400.71	6,924.20	8,349.96	8,349.96	82.92%
63 - Apportionment/Benevolence					
01 - Episcopal Apportionment					
016-63-01-00 Episcopal	787.67	9,526.84	9,452.04	9,452.04	100.79%
01 - Episcopal Apportionment:	787.67	9,526.84	9,452.04	9,452.04	100.79%
02 - Lutheran					
016-63-02-00 Lutheran/Benevolence	630.17	7,561.92	7,562.04	7,562.04	100.00%
016-63-02-02 Samaritas (LSSM)	78.25	944.51	945.00	945.00	99.95%
016-63-02-03 Lutheran World Hunger	78.25	944.51	945.00	945.00	99.95%
02 - Lutheran:	786.67	9,450.94	9,452.04	9,452.04	99.99%
63 - Apportionment/Benevolence:	1,574.34	18,977.78	18,904.08	18,904.08	100.39%
64 - Community Publicity					
00 - (no Minor group)					
016-64-00-00 Community Publicity	300.00	300.00	300.00	300.00	100.00%
00 - (no Minor group):	300.00	300.00	300.00	300.00	100.00%
64 - Community Publicity:	300.00	300.00	300.00	300.00	100.00%
66 - Office Operations					
02 - Comcast/Software					
016-66-02-00 Comcast/Software	402.26	4,829.92	5,000.04	5,000.04	96.60%
02 - Comcast/Software:	402.26	4,829.92	5,000.04	5,000.04	96.60%
03 - Copier					
016-66-03-00 Copier	387.00	5,291.26	3,500.04	3,500.04	151.18%
03 - Copier:	387.00	5,291.26	3,500.04	3,500.04	151.18%
04 - Payroll Fees					
016-66-04-00 Payroll Fees	33.00	393.00	399.96	399.96	98.26%
04 - Payroll Fees:	33.00	393.00	399.96	399.96	98.26%
05 - E-Giving					
016-66-05-00 E Giving Fees	158.24	1,981.02	1,800.00	1,800.00	110.06%
05 - E-Giving:	158.24	1,981.02	1,800.00	1,800.00	110.06%
06 - Office Supplies					
016-66-06-00 Office Supplies	237.09	4,048.52	3,000.00	3,000.00	134.95%
06 - Office Supplies:	237.09	4,048.52	3,000.00	3,000.00	134.95%
66 - Office Operations:	1,217.59	16,543.72	13,700.04	13,700.04	120.76%
Expense:	20,772.82	218,428.35	217,860.84	217,860.84	100.26%

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06:53 pm

Holy Faith Church
Treasurer's Report
Finance year 2024, December

Summary, Book 01: Holy Faith Church-General	Actual Dec. 2024	Actual as of 12/31/2024	Budget as of 12/31/2024	Budget 2024	Percent of Budget
Income:	28,381.22	221,983.66	215,874.96	215,874.96	102.83%
- Expense:	20,772.82	218,428.35	217,860.84	217,860.84	100.26%
Net Income:	7,608.40	3,555.31	-1,985.88	-1,985.88	

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Holy Faith Church
Balance Sheet
Finance year 2024 as of 12/31/2024

Book 01 - Holy Faith Church-General

	Balance as of 1/1/2024	Balance as of 12/31/2024	Change	Percent change	
Assets					
011-10-10-10	Checking Account-HNT-6849	100,624.44	120,655.23	20,030.79	19.9%
011-10-25-00	Reserves-HNT-8348	62,827.29	62,833.58	6.29	- %
011-10-70-01	Preschool-HNT-8322	1,504.84	1,504.99	0.15	- %
011-10-80-00	Petty Cash	0.00	100.00	100.00	- %
011-10-90-00	Pastor's Discr-HNT-8921	8.55	9.55	1.00	11.7%
011-20-40-00	ELCA HF Investment Fund	43,777.71	67,721.91	23,944.20	54.7%
011-20-40-10	CD #1 - 6288 - 3/12/2025	0.00	15,000.00	15,000.00	- %
011-20-40-11	CD #2 - 6270 - 9/12/2025	0.00	15,000.00	15,000.00	- %
011-20-50-00	Growth and Income Fund	24,835.89	28,382.07	3,546.18	14.3%
Total assets:		233,578.72	311,207.33	77,628.61	33.2%

Liabilities

012-00-00-00	Coop Nurs Escr Acct	1,503.03	1,503.03	0.00	- %
Liabilities:		1,503.03	1,503.03	0.00	- %

Dedicated

017-01-01-01	SASS	411.95	0.00	-411.95	-100.0%
017-01-01-02	Special Appeals ShortTerm	0.00	0.00	0.00	- %
017-01-01-03	TRI	0.00	0.00	0.00	- %
017-01-01-04	Ele's Place	0.00	0.00	0.00	- %
017-01-01-05	Mission Fund	0.00	0.00	0.00	- %
017-01-01-06	Habitat	0.00	0.00	0.00	- %
017-01-01-08	FID/Nov	0.00	0.00	0.00	- %
017-01-01-15	Hope Clinic	0.00	0.00	0.00	- %
017-01-01-16	Crop Hunger Walk	0.00	0.00	0.00	- %
017-01-01-18	Rise-Up Campaign	0.00	0.00	0.00	- %
017-01-01-22	Heifer International	0.00	0.00	0.00	- %
017-01-01-25	Holy Week Offering	0.00	0.00	0.00	- %
017-01-01-26	ELCA Diversity Task Force	0.00	0.00	0.00	- %
017-01-01-27	ARK Ministry	62.00	62.00	0.00	- %
017-01-01-36	SafeHouse	0.00	0.00	0.00	- %
017-01-01-37	ERD/LWR	3,377.00	135.00	-3,242.00	-96.0%
017-01-01-39	Campus Ministries	0.00	0.00	0.00	- %
017-01-01-40	Bread for the World	0.00	0.00	0.00	- %
017-01-01-41	Samaritas	0.00	0.00	0.00	- %
017-01-01-42	Undue Medical Debt	0.00	0.00	0.00	- %
017-01-01-43	Dementia Friendly	0.00	500.00	500.00	- %
017-01-02-00	Staff Gifts	80.51	15.51	-65.00	-80.7%
017-01-03-00	Paper Pantry	5,134.21	2,537.33	-2,596.88	-50.6%
017-01-05-00	Altar Flowers	0.00	0.00	0.00	- %
017-01-07-00	Pastor's Discretionary	158.81	98.75	-60.06	-37.8%
017-01-10-00	Food Garden	1,251.62	1,634.70	383.08	30.6%
017-01-11-01	Childrens Ministry	0.00	0.00	0.00	- %
017-01-12-00	Mem. Garden	211.58	211.58	0.00	- %
017-01-13-00	Bldg/Grounds	0.00	67,590.00	67,590.00	- %
017-01-13-01	Capital Projects	16,585.31	29,290.44	12,705.13	76.6%
017-01-13-02	Hybrid Worship	0.00	0.00	0.00	- %
017-01-20-00	Bank Transfers	0.00	0.00	0.00	- %
017-01-21-00	Bishop Special Offering	655.00	249.00	-406.00	-62.0%

Holy Faith Church
Balance Sheet
Finance year 2024 as of 12/31/2024

Book 01 - Holy Faith Church-General

	Balance as of 1/1/2024	Balance as of 12/31/2024	Change	Percent change
017-01-40-00 Prayer Shawl	0.00	0.00	0.00	- %
017-01-43-00 Congregational Meals	267.11	109.80	-157.31	-58.9%
017-01-43-01 Congregational Retreat	0.00	0.00	0.00	- %
017-01-47-00 Corner Health Center	0.00	0.00	0.00	- %
017-02-03-01 Memorial Funds	31,905.79	24,559.80	-7,345.99	-23.0%
017-02-03-02 Music Memorial Funds	1,000.00	0.00	-1,000.00	-100.0%
017-02-03-03 Honorary Funds	135.89	135.89	0.00	- %
017-03-20-01 AA Area Com. Found. Grant	9,768.00	0.00	-9,768.00	-100.0%
Dedicated:	71,004.78	127,129.80	56,125.02	79.0%

Equity

013-00-00-00 Restricted Bldg	6,000.00	6,000.00	0.00	- %
013-00-00-01 Restricted Equip	3,000.00	1,441.60	-1,558.40	-51.9%
013-00-00-03 Restricted Sabbatical	8,400.00	416.30	-7,983.70	-95.0%
013-00-00-04 Restricted Endowment	0.00	0.00	0.00	- %
013-00-00-06 Unrestricted(Savings)	78,011.32	105,501.70	27,490.38	35.2%
Equity:	95,411.32	113,359.60	17,948.28	18.8%

Book equity: 65,659.59 69,214.90 3,555.31 5.4%

Total liabilities, dedicated and equity: 233,578.72 311,207.33 77,628.61 33.2%

Holy Faith Church
Dedicated Accounts Activity as of December 2024
by Account

Book 01 - Holy Faith Church-General

Account	Beginning	December		Year-to-date		Ending
	Balance	In	Out	In	Out	
Major 01 - Pass Thru						
Minor 01 - Monthly Special Appeals						
017-01-01-01 SASS	411.95	0.00	0.00	0.00	-411.95	0.00
017-01-01-02 Special Appeals ShortTerm	0.00	0.00	0.00	1,463.00	-1,463.00	0.00
017-01-01-03 TRI	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-04 Ele's Place	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-05 Mission Fund	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-06 Habitat	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-08 FID/Nov	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-15 Hope Clinic	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-16 Crop Hunger Walk	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-18 Rise-Up Campaign	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-22 Heifer International	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-25 Holy Week Offering	0.00	0.00	0.00	520.00	-520.00	0.00
017-01-01-26 ELCA Diversity Task Force	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-27 ARK Ministry	62.00	0.00	0.00	0.00	0.00	62.00
017-01-01-36 SafeHouse	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-37 ERD/LWR	3,377.00	0.00	0.00	135.00	-3,377.00	135.00
017-01-01-39 Campus Ministries	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-40 Bread for the World	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-41 Samaritas	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-42 Undue Medical Debt	0.00	0.00	0.00	10,004.25	-10,004.25	0.00
017-01-01-43 Dementia Friendly	0.00	500.00	0.00	500.00	0.00	500.00
Totals	3,850.95	500.00	0.00	12,622.25	-15,776.20	697.00
Major 01 - Pass Thru						
Minor 02 - Staff Gifts						
017-01-02-00 Staff Gifts	80.51	1,535.00	-1,750.00	1,685.00	-1,750.00	15.51
Totals	80.51	1,535.00	-1,750.00	1,685.00	-1,750.00	15.51
Major 01 - Pass Thru						
Minor 03 - Paper Pantry						
017-01-03-00 Paper Pantry	5,134.21	0.00	-190.80	0.00	-2,596.88	2,537.33
Totals	5,134.21	0.00	-190.80	0.00	-2,596.88	2,537.33
Major 01 - Pass Thru						
Minor 05 - Altar Flowers						
017-01-05-00 Altar Flowers	0.00	178.50	0.00	355.50	-355.50	0.00
Totals	0.00	178.50	0.00	355.50	-355.50	0.00
Major 01 - Pass Thru						
Minor 07 - Pastor's Discretionary						
017-01-07-00 Pastor's Discretionary	158.81	75.00	0.00	1,255.00	-1,315.06	98.75
Totals	158.81	75.00	0.00	1,255.00	-1,315.06	98.75
Major 01 - Pass Thru						
Minor 10 - Food Garden						
017-01-10-00 Food Garden	1,251.62	222.86	0.00	992.86	-609.78	1,634.70

* - Inactive account

Holy Faith Church
Dedicated Accounts Activity as of December 2024
by Account

Book 01 - Holy Faith Church-General

Account	Beginning	December		Year-to-date		Ending
	Balance	In	Out	In	Out	Balance
Totals	1,251.62	222.86	0.00	992.86	-609.78	1,634.70
Major 01 - Pass Thru						
Minor 11 - Programs						
017-01-11-01 Childrens Ministry	0.00	0.00	0.00	0.00	0.00	0.00
Totals	0.00	0.00	0.00	0.00	0.00	0.00
Major 01 - Pass Thru						
Minor 12 - Memorial Garden						
017-01-12-00 Mem. Garden	211.58	0.00	0.00	0.00	0.00	211.58
Totals	211.58	0.00	0.00	0.00	0.00	211.58
Major 01 - Pass Thru						
Minor 13 - Building and Grounds						
017-01-13-00 Bldg/Grounds	0.00	67,490.00	0.00	67,590.00	0.00	67,590.00
017-01-13-01 Capital Projects	16,585.31	33,000.00	-79,794.87	110,558.40	-97,853.27	29,290.44
017-01-13-02 Hybrid Worship	0.00	0.00	0.00	0.00	0.00	0.00
Totals	16,585.31	100,490.00	-79,794.87	178,148.40	-97,853.27	96,880.44
Major 01 - Pass Thru						
Minor 20 - Bank Transfers						
017-01-20-00 Bank Transfers	0.00	0.00	-0.64	32,246.76	-32,246.76	0.00
Totals	0.00	0.00	-0.64	32,246.76	-32,246.76	0.00
Major 01 - Pass Thru						
Minor 21 - Bishop Special Offering						
017-01-21-00 Bishop Special Offering	655.00	0.00	0.00	249.00	-655.00	249.00
Totals	655.00	0.00	0.00	249.00	-655.00	249.00
Major 01 - Pass Thru						
Minor 40 - Prayer Shawl						
017-01-40-00 Prayer Shawl	0.00	0.00	0.00	0.00	0.00	0.00
Totals	0.00	0.00	0.00	0.00	0.00	0.00
Major 01 - Pass Thru						
Minor 43 - Congregational Meals						
017-01-43-00 Congregational Meals	267.11	0.64	-24.42	0.64	-157.95	109.80
017-01-43-01 Congregational Retreat	0.00	0.00	0.00	1,200.00	-1,200.00	0.00
Totals	267.11	0.64	-24.42	1,200.64	-1,357.95	109.80
Major 01 - Pass Thru						
Minor 47 - Corner Health Center						
017-01-47-00 Corner Health Center	0.00	0.00	0.00	0.00	0.00	0.00
Totals	0.00	0.00	0.00	0.00	0.00	0.00
Major 02 - Memorial Funds						
Minor 03 - Memorial Funds						
017-02-03-01 Memorial Funds	31,905.79	0.00	0.00	2,140.00	-9,485.99	24,559.80
017-02-03-02 Music Memorial Funds	1,000.00	84.42	-1,084.42	84.42	-1,084.42	0.00

* - Inactive account

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Holy Faith Church
Dedicated Accounts Activity as of December 2024
by Account

Book 01 - Holy Faith Church-General

Account	Beginning	December		Year-to-date		Ending
	Balance	In	Out	In	Out	Balance
017-02-03-03 Honorary Funds	135.89	0.00	0.00	0.00	0.00	135.89
Totals	33,041.68	84.42	-1,084.42	2,224.42	-10,570.41	24,695.69
Major 03 - Grant Funds						
Minor 20 - Grant Funds						
017-03-20-01 AA Area Com. Found. Grant	9,768.00	0.00	-814.00	0.00	-9,768.00	0.00
Totals	9,768.00	0.00	-814.00	0.00	-9,768.00	0.00
Book 01 - Holy Faith Church-General	71,004.78	103,086.42	-83,659.15	230,979.83	-174,854.81	127,129.80

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Holy Faith Church
General Ledger - Detail
from 12/1/2024 to 12/31/2024

Book: Holy Faith Church-General (01)

Asset

Account / Transaction	Information	Activity description	Amount	Balance 12/01/24	
011-10-10-10 Checking Account-HNT-6849				\$93,621.18	
Receipt	913 12/1/2024	E-Giving	800.00	800.00	
Receipt	909 12/1/2024	Weekly Giving	5,770.00	6,570.00	
Receipt	910 12/1/2024	E-Giving	600.00	7,170.00	
Receipt	912 12/1/2024	E-Giving	500.00	7,670.00	
Receipt	914 12/1/2024	E-Giving	280.00	7,950.00	
Receipt	911 12/1/2024	E-Giving	30.00	7,980.00	
Journal	2284 12/1/2024	Fidelity Investments - Fidelity Annuity	Dec Fidelity Annuity	-1,041.00	6,939.00
Check	1814 12/3/2024	New Holland Church Furniture - 30% Deposit for Chair order	30% Deposit for Chair order	-8,510.00	-1,571.00
Receipt	916 12/3/2024	E-Giving	150.00	-1,421.00	
Receipt	917 12/4/2024	E-Giving	100.00	-1,321.00	
Receipt	918 12/4/2024	E-Giving	30.00	-1,291.00	
Journal	2362 12/4/2024	Comcast	Comcast Auto Deduct Bill	-364.14	-1,655.14
Receipt	919 12/6/2024	E-Giving	50.00	-1,605.14	
Journal	2375 12/6/2024	DTE Energy	DTE November 2024 bill	-330.89	-1,936.03
Receipt	920 12/8/2024	E-Giving	292.00	-1,644.03	
Receipt	915 12/8/2024	Weekly Giving	571.00	-1,073.03	
Receipt	923 12/9/2024	E-Giving	50.00	-1,023.03	
Receipt	927 12/10/2024	E-Giving	330.00	-693.03	
Journal	2382 12/10/2024	NCS Services - EFT - E-Giving	EFT - E-Giving Fees	-30.00	-723.03
Journal	2383 12/10/2024	NCS Services - EFT - E-Giving	EFT - E-Giving Fees	-128.24	-851.27
Receipt	922 12/12/2024	E-Giving	25.00	-826.27	
Receipt	928 12/13/2024	E-Giving	100.00	-726.27	
Receipt	924 12/14/2024	E-Giving	100.00	-626.27	
Receipt	930 12/15/2024	E-Giving	100.00	-526.27	
Receipt	929 12/15/2024	E-Giving	330.50	-195.77	
Receipt	921 12/15/2024	Weekly Giving	930.00	734.23	
Receipt	939 12/15/2024	E-Giving	200.00	934.23	
Journal	2379 12/15/2024	Payroll 12/15/2024		-5,184.85	-4,250.62
Receipt	931 12/18/2024	E-Giving	30.00	-4,220.62	
Receipt	926 12/19/2024	E-Giving	50.00	-4,170.62	
Journal	2381 12/19/2024	Episcopal Diocese of Michigan	Pastor's Life Insurance	-45.89	-4,216.51
Receipt	933 12/20/2024	E-Giving	500.00	-3,716.51	
Receipt	932 12/20/2024	E-Giving	50.00	-3,666.51	
Receipt	934 12/22/2024	E-Giving	200.00	-3,466.51	
Receipt	925 12/22/2024	Weekly Giving	42,127.25	38,660.74	
Receipt	936 12/23/2024	E-Giving	400.00	39,060.74	
Check	1817 12/24/2024	Tikkanen, Laurie - Merry Christmas!!	Merry Christmas!!	-200.00	38,860.74
Check	1815 12/24/2024	Martin, Andrea - Merry Christmas	Merry Christmas	-500.00	38,360.74
Check	1818 12/24/2024	Wielkopolan, Jennifer - Merry Christmas!!	Merry Christmas!!	-200.00	38,160.74
Check	1819 12/24/2024	Morin, Joy - Merry Christmas!!	Merry Christmas!!	-200.00	37,960.74
Check	1820 12/24/2024	Cook, Janet - Merry Christmas!!	Merry Christmas!!	-200.00	37,760.74
Check	1821 12/24/2024	Swan, Erica - Merry Christmas	Merry Christmas	-50.00	37,710.74
Check	1816 12/24/2024	Dersnah, Don - Merry Christmas!!	Merry Christmas!!	-400.00	37,310.74
Receipt	937 12/25/2024	E-Giving	220.00	37,530.74	
Receipt	938 12/27/2024	E-Giving	440.00	37,970.74	
Check	1826 12/29/2024	Morin, Joy - Reimbursement for conference expenses	Reimbursement for conference expenses	-1,084.42	36,886.32
Check	1833 12/29/2024	Erickson, Steve - Reimbursement for various church repairs	Reimbursement for various church repairs	-239.16	36,647.16

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Holy Faith Church
General Ledger - Detail
from 12/1/2024 to 12/31/2024

Asset

<i>Account / Transaction</i>	<i>Information</i>	<i>Activity description</i>	<i>Amount</i>	<i>Balance 12/01/24</i>
Check 1832/29/2024	Reifert, Lisa - Reimbursement for paper pantry	Reimbursement for paper pantry	-190.80	36,456.36
Check 1824/29/2024	Great American Financial Svcs - invoice # 38067313	invoice # 38067313	-387.00	36,069.36
Check 1834/29/2024	1517 Media - Invoice # 99272984	Invoice # 99272984	-32.00	36,037.36
Check 1823/29/2024	Chase Card Services - Account ending in 1666	Account ending in 1666	-777.52	35,259.84
Check 1825/29/2024	Church Pension Fund - Client # 737-691-19	Client # 737-691-19	-937.32	34,322.52
Check 1827/29/2024	Couture's Property Maintenance - Invoice # 2601	Invoice # 2601	-448.00	33,874.52
Check 1828/29/2024	Episcopal Diocese of Michigan - Invoice 24-0958	Invoice 24-0958	-787.67	33,086.85
Check 1829/29/2024	Southeast Michigan Synod-ELCA - December Benevolence	December Benevolence	-786.67	32,300.18
Check 1830/29/2024	Ann Arbor Cleaning Supply Company - Invoice # 171045	Invoice # 171045	-51.39	32,248.79
Check 1831/29/2024	Cook, Janet - Reimbursements mileage and collection bins for sack lunches	Reimbursements mileage and collection bins for sack lunches	-316.80	31,931.99
Check 1822/29/2024	Chase Card Services - account ending in 1666	account ending in 1666	-40.00	31,891.99
Check 1836/2/30/2024	Episcopal Relief Development - ERD	ERD	-1,500.00	30,391.99
Check 1835/2/30/2024	ELCA - ELCA World Hunger	ELCA World Hunger	-1,500.00	28,891.99
Check 1837/2/30/2024	Amstutz, Andy - Reimbursement for fellowship hall tables	Reimbursement for fellowship hall tables	-794.87	28,097.12
Receipt 935/2/31/2024		Weekly Giving	5,643.10	33,740.22
Journal 2380/2/31/2024		Payroll 12/31/2024	-6,706.17	27,034.05
Net total for period:			\$27,034.05	\$120,655.23

The 2025 Operating Budget was developed by the Finance Committee which includes Andrew Amstutz (Treasurer), Wendy Amstutz (Bookkeeper), Mike Centlivre (Financial Secretary), Lisa Reifert (PLT Liason), Betsey Hubbard, Jake Altman, Cory Belote, Christine Robinson. The budget is based on the 2024 budget and actual income and expenditures. The **2025 Proposed Budget by Account** shows the proposed budget in addition to the 2024 Budget and Actuals. The 2025 Proposed Budget has the following notable changes:

1. **Pledges** – As of January 11, 2025 we have received 57 pledges for 2025 including 6 new pledges and 28 increases totaling \$196,938 compared to \$201,970 last year. Historical pledge income is typically higher than pledged amounts. The budget has been prepared with an expectation of \$210,000 in pledge income being received.
2. **Rental/SCOOP Co-Op** - as previously announced the SCOOP preschool is closing. They will be transferring some assets including the playground equipment and preschool equipment remaining in the basement to Holy Faith. They also plan to make a gift with their remaining funds but ongoing Rental income is not expected. This is also expected to result in slightly lower water testing fees.
3. **Staff/Salary** – The budget includes an increase for our Pastor and all our staff. We are able to do this because of the generosity of the members of the congregation. (3%)
4. **Staff/Salary, Outreach Coordinator** – we were excited to have Janet Cook continue with us as Outreach Coordinator. In 2024 we offset 50% of the Outreach Coordinator Salary with the remaining funds from the Ann Arbor Community Foundation Grant. The 2025 proposed budget also shows a 50% offset of the Outreach Coordinator Salary which is planned to be provided from Memorial Funds and other gifts. It is important to note that we will need to grow our annual giving to continue to sustain this position.
5. **Apportionment/Benevolence** – Our budget includes an 8% increased commitment to the Dioses and Synod. The Apportionment to the Dioses is calculated based on income over the last three years and is a commitment we make in August of each year for the following year. We give an equal amount to the Lutheran Synod including the support for Samaritas and Lutheran World Hunger.

The proposed 2025 Operating Budget includes total expected Income of **\$216,283**, expected Expenses of **\$232,445**, leaving a budgeted Income less expense of **\$-16,162**.

It is our firm belief that remaining focused on seeking God together, growing in spirit and love, and reaching out to our neighbors and the world will keep our congregation strong.

The 2025 budget has been faithfully prepared by the Finance Committee and was reviewed, revised and approved by PLT to be presented for the congregation's approval.

Respectfully submitted,



Andrew E. Amstutz, Treasurer

Holy Faith Church 2025 Budget (Proposed)

Line	Account	2023 Actual	2024 Budget	2024 Actual	2025 Budget
1	(015-41-00-00) Pledges	\$ 222,032	\$ 210,000	\$ 213,386	\$ 210,000
2	(015-43-01-00) Rental/Bldg.	\$ 2,225	\$ 1,700	\$ 3,146	\$ 1,000
3	(015-43-02-00) Rental/Co-op	\$ 1,190	\$ 2,142	\$ 3,000	\$ 2,500
4	(015-44-00-00) Plate (Loose Offering)	\$ 1,469	\$ 700	\$ 1,322	\$ 1,000
5	(015-47-00-00) Miscellaneous	\$ 378	\$ 300	\$ 91	\$ 750
6	(015-48-00-00) Interest	\$ 1,001	\$ 1,033	\$ 1,039	\$ 1,033
7	(015-48-02-00) ELCA Investment Fund Div	\$ 436	\$ -	\$ -	\$ -
8	Total Income	\$ 228,732	\$ 215,875	\$ 221,984	\$ 216,283
9					
10	(016-52-01-00) Office Manager	\$ 19,447	\$ 18,968	\$ 18,240	\$ 19,539
11	(016-52-02-00) Nursery Attendant	\$ -	\$ -	\$ 405	\$ 480
12	(016-52-02-01) Outreach Coordinator	\$ 2,600	\$ 15,600	\$ 15,275	\$ 16,068
13	(016-52-02-02) Outreach Coordinator - Offset	\$ -	\$ (9,768)	\$ (9,768)	\$ (8,034)
14	(016-52-03-00) Music Director	\$ 15,604	\$ 17,680	\$ 17,668	\$ 18,210
15	(016-52-04-00) Custodian	\$ 2,546	\$ 1,893	\$ 2,209	\$ 1,950
16	(016-52-05-00) Pastor-Salary	\$ 64,988	\$ 68,237	\$ 68,237	\$ 70,284
17	(016-52-05-01) Medical Insurance/Annuity	\$ 12,721	\$ 12,492	\$ 12,492	\$ 12,924
18	(016-52-05-03) Life Insurance	\$ 551	\$ 575	\$ 551	\$ 551
19	(016-52-05-05) Pension	\$ 10,311	\$ 12,283	\$ 11,248	\$ 12,651
20	(016-52-06-00) FICA	\$ 2,935	\$ 2,500	\$ 4,063	\$ 4,200
21	(016-52-06-01) Workers Compensation	\$ 217	\$ 275	\$ 161	\$ 230
22	(016-56-01-00) Pastor-Professional	\$ 2,992	\$ 3,000	\$ 2,661	\$ 1,250
23	(016-56-01-01) Pastor Cont. Ed.	\$ 733	\$ 1,000	\$ 1,481	\$ 1,000
24	(016-56-01-04) Pastor Miliage	\$ -	\$ -	\$ -	\$ 1,000
25	(016-56-01-05) Pastor Cell/Communications	\$ -	\$ -	\$ -	\$ 750
26	(016-56-02-00) Supply Musicians	\$ 660	\$ 1,500	\$ 1,900	\$ 1,500
27	(016-56-03-00) Deacon	\$ 1,000	\$ 1,000	\$ 317	\$ 1,000
28	(016-56-05-00) Supply Pastors	\$ 3,508	\$ 4,000	\$ 2,384	\$ 4,240
29	(016-56-05-01) Sabbatical Supply	\$ -	\$ 6,000	\$ 6,818	\$ -
30	(016-56-05-02) Sabbatical Supply - Offset	\$ -	\$ (8,400)	\$ (6,784)	\$ -
31	(016-56-06-00) Financial Review	\$ -	\$ 50	\$ -	\$ 50
32	(016-56-08-00) Piano Tuning	\$ 670	\$ 400	\$ 525	\$ 900
33	(016-61-01-00) Maintenance/Repairs	\$ 3,424	\$ 4,000	\$ 2,739	\$ 4,000
34	(016-61-01-01) Maintenance/Repair Offset	\$ -	\$ -	\$ (361)	\$ -
35	(016-61-02-00) Snow Removal/Lawn Care	\$ 6,769	\$ 7,500	\$ 6,896	\$ 8,000
36	(016-61-03-00) Water Test/Regulatory Fee	\$ 3,219	\$ 1,500	\$ 1,457	\$ 1,000
37	(016-61-04-00) Maintenance Agreements	\$ 835	\$ 1,000	\$ 310	\$ 1,000
38	(016-61-05-00) Utilities	\$ 4,980	\$ 4,900	\$ 5,145	\$ 6,000
39	(016-61-06-00) Build/Cleaning Supplies	\$ 781	\$ 1,000	\$ 785	\$ 1,000
40	(016-61-07-00) Building Insurance	\$ 4,768	\$ 4,422	\$ 5,629	\$ 6,148
41	(016-61-09-00) Capital Budget Funding	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
42	(016-62-01-01) Christian Education	\$ 647	\$ 700	\$ 503	\$ 700
43	(016-62-01-04) Christian Ed. - T	\$ 610	\$ 700	\$ 306	\$ 500
44	(016-62-01-05) New Programs	\$ 1,690	\$ 1,500	\$ 762	\$ -
45	(016-62-02-00) Altar Guild	\$ 553	\$ 650	\$ 1,685	\$ 650

46	(016-62-02-01) Altar Flowers	\$ -	\$ 250	\$ 1,034	\$ 100
47	(016-62-02-02) Altar Flowers Offset	\$ -	\$ -	\$ (1,236)	\$ -
48	(016-62-03-01) Paper Pantry Expense	\$ 1,375	\$ -	\$ -	\$ -
49	(016-62-03-02) Food Garden Expense	\$ 300	\$ 300	\$ 300	\$ 300
50	(016-62-03-03) Outreach Expenses	\$ -	\$ 500	\$ -	\$ 500
51	(016-62-04-00) Stewardship	\$ 150	\$ 200	\$ 72	\$ 200
52	(016-62-05-00) Hospitality	\$ 1,088	\$ 950	\$ 880	\$ 1,000
53	(016-62-07-00) Assembly/Convention	\$ 1,165	\$ 1,000	\$ 837	\$ 1,000
54	(016-62-25-00) Music	\$ 1,084	\$ 600	\$ 588	\$ 600
55	(016-62-30-00) Worship	\$ 1,976	\$ 1,000	\$ 1,193	\$ 1,000
56	(016-63-01-00) Episcopal	\$ 9,178	\$ 9,452	\$ 9,527	\$ 10,252
57	(016-63-02-00) Lutheran/Benevolence	\$ 6,492	\$ 7,562	\$ 7,562	\$ 8,202
58	(016-63-02-02) Samaritas (LSSM)	\$ 985	\$ 945	\$ 945	\$ 1,025
59	(016-63-02-03) Lutheran World Hunger	\$ 985	\$ 945	\$ 945	\$ 1,025
60	(016-64-00-00) Community Publicity	\$ -	\$ 300	\$ 300	\$ 300
61	(016-66-02-00) Comcast/Software	\$ 5,536	\$ 5,000	\$ 4,830	\$ 5,000
62	(016-66-03-00) Copier	\$ 3,632	\$ 3,500	\$ 5,291	\$ 3,500
63	(016-66-04-00) Payroll Fees	\$ 276	\$ 400	\$ 393	\$ 400
64	(016-66-05-00) E Giving Fees	\$ 1,834	\$ 1,800	\$ 1,981	\$ 1,800
65	(016-66-06-00) Office Supplies	\$ 2,877	\$ 3,000	\$ 4,049	\$ 3,500
66	Total Expense	\$ 211,693	\$ 217,861	\$ 218,428	\$ 232,445
67	Total Income less Expense	\$ 17,039	\$ (1,986)	\$ 3,555	\$ (16,162)

Timeline of Holy Faith's Congregational Development Since 2022

As we emerged from the pandemic in 2022, Holy Faith's Parish Leadership Team recognized the blessing of membership growth. The PLT met for a special in-person retreat that year to plan for how that growth could be harnessed for ministry and to consider the parish's main goals expressed through the Congregational Assessment Tool (CAT survey): 1) parish growth; and 2) expanded

outreach ministries so that Holy Faith helps the world look a little more like the Kingdom of God. At that retreat, the PLT recognized the need for additional staff hours, and committed to some restructuring to help us carry out ministry smoothly with a greater number of people. This is a timeline of what has been accomplished since that retreat.

September 2022



Special PLT Retreat: Membership Growth

1. Through the Fall Pledge Campaign, the PLT puts forth vision for hiring Outreach Coordinator and asks parish to contribute

October 2022



2. Position Description for church musician is revised so that instead of paying per gig/service, the position is combined with the former choral conducting position and is understood to be more holistic, including music enrichment outside of Sunday worship. Joy Morin is hired as HF's Church Musician.

January 2023



1. HF welcomes 10 new households at its New Member Welcome
2. Based on a successful pledge campaign, the Parish Leadership Team okays the formation of a search team for a 10 hour/week Outreach Coordinator.

March 2023



Pastor Andrea & PLT convene first Leadership Gathering, with the goal of better equipping lay leaders. Ministry Team Leaders and team members join for food, fellowship, tools for ministry, and planning. These gatherings soon become quarterly.

August / September 2023



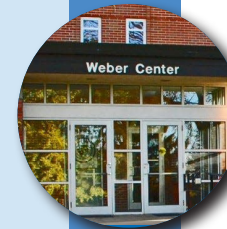
1. Outreach Coordinator search team Interviews candidates and calls Janet Cook
2. Ann Mayers begins volunteering in the parish office every Thursday.

January 2024



1. HF Welcomes 8 New Households at its New Member Welcome
2. The Skills & Interests Survey is Introduced as one tool for identifying and inviting people's gifts for ministry.

March 2024



Annual PLT Retreat Focuses on Clarifying Its Evolving Purpose within the Parish and Job Descriptions for Members

April 2024



Steve Jolliffe who served for 10 years as Buildings & Grounds Chairperson passes the baton to Steve Erickson who will serve a 2-year term. This represented a successful transition as we seek to care for our leaders without expecting them to take on life-long terms of office!

November 2024



PLT votes to propose a By Law amendment to expand the membership on the PLT in order that the PLT might launch some ministry teams that do not yet exist but which recent growth necessitate. Example: New Member Welcome & Stewardship

January 2025



1. Holy Faith welcomes 6 new households.
2. The Amendment to the By Law allowing the option to increase PLT membership is passed unanimously by those present.
3. Holy Faith celebrates its 20th anniversary as a federated ELCA-Episcopal congregation.

2024 Staff Continuing Education

Holy Faith's staff regularly participate in continuing and theological education in order to stay informed, and in order to help our congregation be more faithful, healthy, and effective. Here is a snapshot of our studies from 2024. All of the staff, including Housekeeper, Jennifer Wielkopolan, and Childcare Provider, Erica Swan, take Safe Church training every three years.



Pastor Andrea Martin. Twice a month, Pastor Andrea participates the 2024-2025 Healthy Congregations Leadership Series: "Cultivating Connections in a Fragmented World." The Leadership Series is an opportunity for leaders across professions (pastors, religious leaders, educators, administrators, and health professionals) to enrich and expand their ability to apply principles of systems thinking to self, family, and organizations. This is Pastor Andrea's 3rd year participating. Additionally, Pastor Andrea took a spiritual retreat in May 2024 at the start of her sabbatical at the Weber Center in Adrian, Michigan. Andrea is thankful for the continuing education fund that Holy Faith provides.



Deacon Don Dersnah. Deacon Don is a regular participant at the weekly Holy Faith Adult Ed. In 2024 he also attended the PLT Retreat, monthly leadership meetings with Bishop Perry and Episcopal clergy; diocesan convention, and Deacon Days with Bishop Perry.



Church Musician Joy Morin. Last year, Joy won a grant that funded her tuition and travel to the Church Music Institute's Winter Retreat in Dallas, Texas from which she recently returned. It was a time of learning, planning, networking, and generating new ideas for church musicians. In 2025, Joy will participate in a 14-week online course for church musicians called "Creating Worship that Works."



Outreach Coordinator Janet Cook. In April 2024, Janet attended the Justice Summit offered by the ELCA at St John's Lutheran Church, Farmington Hills. She networked, attended main lectures, and participated in breakout groups. **Bob and Judy Kullberg** attended with her. In November 2024, Janet attended the Death & Dying Seminar at Beautiful Savior, Church, in Bloomfield Hills. The seminar provided information about Hospice, Stephen's Ministry, the Grief-Share Program, and funeral planning. Also in November 2024, Janet participated in an Interfaith Ann Arbor Roundtable Council Zoom discussion on Death & Dying from the Jewish Tradition. Emphasizing principles and values: Sacredness of Life, Respect for the body, Humility and Equality, Comforting & Caring for mourners, their belief that we live on through memories and that there is no revealed truth about the Afterlife. Also attended by **Ann Mayers.**



Parish Administrator Laurie Tikkanen. Laurie attended an online seminar for parish administrators focusing on Communications. It was offered by Virginia Theological Seminary. Additionally, in past years, Laurie has participated in church website development workshops and how to incorporate website-based online giving tools.

Physical Boundaries: Some Considerations for Our Life Together at Holy Faith Church

From our February 18th 2024 Coffee Hour Forum, adapted from Charlie Jacobs' notes

It's part of living our Christian faith and our parish culture to be supportive to one another. We should, when appropriate, and in an appropriate manner, be able to give pats on the back or hugs, when a person wants them. As humans we need physical contact. Being an active, vibrant congregation depends on personal relationships. We want to be respectful of each other, but we also don't want to give up personal contact, and we don't want people to have to worry about being harassed. And we know many of us are more concerned about germs than we were before 2020. We also don't want anyone to leave church wondering if they have crossed a boundary line. With all this in mind, we talked about the following boundaries pertaining to our bodies and personal space that we might strive to keep:

HUGS

- Know yourself – what do you think about hugs in church? At our informal poll on February 18th, more people fell into the “hugger” group than the “not a hugger” group, with the rest gravitating toward the “it depends” group.
- Ask permission before giving a hug. “Can you use a hug?”
- Be aware of height differences. A side hug often feels better for both parties when there is a significant height difference.
- It's always appropriate to say no to a hug. “No thanks, I'm okay.” Alternatively, when approached for a hug you don't want, non-verbal communication can be easy and effective. It is possible to deflect an unwanted hug with a handshake, a high five, a fist bump, an elbow bump, or by stepping away.
- It is also always okay when receiving a hug (even after accepting one) to move a person's hand if you don't like where it is, or to step out of the hug.

PERSONAL SPACE & INTEGRITY

- “Leave room for the Holy Spirit” was said by more than one former Roman Catholic in the room. Avoid coming too close to another person at church.
- Be aware of height differences. Often – in order to be heard – a taller person will get too close to a shorter person when talking. Suggest continuing the conversation while sitting down to talk.
- Generally, at church, we want to avoid commenting on another person's physical appearance.

Because each of us has a right to protect our space and bodies, it is always okay to say, “Hey, back off,” or “I need some more space.” Frowning was a tool used during the Civil Rights campaign as a way of expressing disapproval in response to an off-color joke. Frowning can sometimes be helpful in situations in which someone is infringing on our boundaries.

PASSING THE PEACE

- Since COVID, we have stayed at our seats and waved peace signs from there.
- About 50% of the people present on February 18th said (for many reasons) that they like this more restrained way.
- The other 50% were divided. Half missed the more convivial way we did it before COVID (moving about, hugging, shaking hands, catching up and talking). The others wished for something more in the middle.
- We decided to remove the rubric from the bulletin about people staying in their seats. People who wish to move can walk around and greet in a more extroverted way, while being okay with people who stay still and wave.

OTHER THOUGHTS ABOUT BOUNDARIES

- Know your own boundaries and practice communicating them.
- Be okay with people having boundaries different from your own.
- Setting boundaries is not selfish; it is good stewardship.
- Setting boundaries helps us hold onto self while connecting with others.

**Meet the Nominees for Holy Faith's Parish Leadership Team:
Audrey Aultman, Charlie Jacobs, and Christen Mitchell**

Introducing the slate of members offering themselves to serve on the Parish Leadership Team:



Audrey Aultman – Class of 2028

I've been coming to Holy Faith since:

early 2023 (online because my son Felix's naptime overlapped with service). I've stayed because of the love you've all given to my family.

On a Wednesday afternoon, you will find me:

In my home office. I'm a software engineer for an education nonprofit, and am lucky enough to work from home, so I can play with Felix, my dogs, and my chickens during breaks.

My favorite food is:

Bread. I love baking and experimenting with my sourdough starter.

One day I hope to:

Teach Felix how to cook.

I'd like to serve on the Parish Leadership Team because:

I'm excited to help the congregation support families and people of all ages.



Charlie Jacobs – Class of 2028

I live with:

Diane Jacobs

On a Wednesday afternoon, you will find me:

Hiking in the woods in good weather or learning music.

My favorite food is:

Whatever Diane has made for dinner. She is a great cook and makes a wide range of styles of food. I'm a foodie and appreciate good cuisine from around the world.

One day I hope to visit:

Be able to travel and visit my European friends again.

I'd like to serve on the Parish Leadership Team because:

Holy Faith has been the most welcoming and embracing parish I have ever been associated with. We came here initially to see our friend Jesse and were so impressed with the friendliness and dedication of the congregation to the Gospel of Christ that we have kept coming back. Holy Faith has been a pillar of strength for us since we started attending, and I would like to give back by helping it fulfill its mission.



Christen Mitchell – Class of 2028

I live with:

My husband, Michael McVey and our dog, and two cats. I am also the youngest daughter of long-time Holy Faith parishioner Barbara Arnold.

On a Wednesday afternoon, you will find me:

At work at First Presbyterian Church of Saline in their church office

My favorite food is:

A beautiful lunch cooked by our Italian friend, Diana

One day I hope to:

Run my own floral design business, which I achieved. I just opened Green Witch Florals in Milan.

I'd like to serve on the Parish Leadership Team because:

Holy Faith has given so much to me, and I'm very proud of our strong church family. It would be a pleasure to give my time and energy to the leadership team

ELCA Synod Assembly Representatives



Andy Amstutz



Wendy Amstutz

Alternates



Judy Kullberg



Bob Kullberg

Episcopal Diocesan Convention Delegates



Diane Jacobs



Teri Kollath



Lisa Reifert

Alternates



Tracy Gilmore



Susan Wehinger

Nominating Committee for PLT Class of '29



Teri Kollath



Jim Mangi



Pr. Andrea Martin

Appendix
Other HFC Reports

Membership Changes Since January 2024's Annual Meeting



Baptisms:

- Arvo Ryan Clark

Deaths:

- Ingrid Smart
- Mary Johnson
- Shirley Hartley
- Jeff Cummings
- Tom McCormick
- Clarke Flewelling
- Kathleen Schmidt Mangi

New Members:

- Marilyn Clark
- Tom Garback & Patti Giallombardo
- Alicia Hutz, Alex Hutz, Avery Hutz & Auggie Hutz
- Bill Knight
- Donna Porter
- Kathy & Todd Rogers

Transferred Out:

- The Rev. Richard Boulter

Pastor's Discretionary Fund Report

The Pastor's Discretionary Fund is intended to serve the poor and the needs of the community. The use of such funds is therefore restricted to address needs among the congregation, community members, and Church ministries. The discretionary fund is subject to audit.

The Pastor's Discretionary Fund is funded by donations that people may make at any time. Also, all gifts made in thanksgiving for weddings, baptisms, and funerals are directed to the discretionary fund. If you have contributed this fund, THANK YOU!

2024 disbursements totaled approximately \$1,315.
The December 31st balance is \$99.

2024 disbursements were made toward:

- Lunch for the Good Friday Kids' Workshop, offered as a gift to the community
- Donation to support Healthy Congregations
- Groceries, necessary household goods, gas cards and durable medical equipment for a parishioner and also a neighbor transitioning from homelessness

Each year, the needs of Holy Faith members are prioritized. Holy Faith parishioners who are in need of assistance for food, rent, utilities, and the like, should make their need known to the Clergy who will keep such needs in confidence. Also, if Holy Faith members know of community needs that could be helped by a small donation, please notify the Clergy. Priority is given to faith-based ministries.

Faithfully submitted,
Andrea+

Making a Lasting Impact through Legacy Planning



We drink from wells we did not dig. We are warmed by fires we did not build. -paraphrase of Deuteronomy 6:11

Holy Faith is thankful to Gillian Donovan who informed us that she has provided for Holy Faith in her will. By doing so, she helps ensure Holy Faith's continued ministry for years to come.

Holy Faith Church's ministries benefit greatly from bequests. It is a way to sustain our mission for generations to come, without affecting your income during your lifetime. It is helpful if the church knows to expect a gift.

If you have provided for Holy Faith in your will, or if you wish to know more about how you can leave a lasting gift, please contact Office Manager Laurie Tikkanen who will put you in touch with a regional gift planner.

Laurie's email is:
office@holy-faith-church.org.

Thrivent Action Team Grants



Thrivent is an insurance and financial services company that is also a non-for-profit membership services organization for Christians.

Every Thrivent member is eligible to apply for two Thrivent Action Team Grants per calendar year (each worth \$250.00) toward projects in the member's congregation or community.

If you are a Thrivent Member and wish to seek grant funding for a Holy Faith Church ministry, please contact Pastor Andrea at: andrea@holy-faith-church.org

Projects may be service or educational, and preference is given to projects that involve two communities of people working together (or projects that somehow touch the wider community beyond the walls of the congregation).

In the past, members have received grants for the Food Garden, the Memorial Garden, and other community outreach programs.

Ministry Reports

Altar Flowers - Christen Mitchell

Consider the lilies, how they grow: they neither toil nor spin, yet I tell you, even Solomon in all his glory was not arrayed like one of these. But if God so clothes the grass, which is alive in the field today, and tomorrow is thrown into the oven, how much more will he clothe you, O you of little faith. LUKE 12:27-28 ESV

Vision Statement

Flowers and other natural materials in nature express hope and solace, keep us attuned to impermanence, and celebrate the beauty of God's creation in our worship and fellowship spaces.

Role and Responsibilities

The Flower Guild collaborates with the Worship, Altar Guild and Hospitality Teams and is responsible for the arranging and placement of flowers for regular worship and other church events through coordination with other ministry teams. We would like to expand the members of the flower guild with new members. The only requirement is to love working with flowers and other natural materials. Please contact either Lisa or Christen to express interest.

Changes in 2024

Christen Mitchell, owner of Green Witch Florals, and Lisa Reifert began co-leading the Flower Ministry in early 2024. Since then, flower signups are more consistently filled and members have mentioned being happy with the quantity and design of flowers. Lisa has a talent for floristry, and is close to working independently designing altar flowers.

Altar Guild - Mary Fatchett

This year has been a busy year with Bishops' visits and other special events. We had the pleasure of adding one new member, Holly Seelig who is very enthusiastic. We also have the honor of thanking three members who have officially retired: Jean and Neil Savage and Jane Darling. Our sincere thanks for all their hard work and service and best wishes in their further endeavors at Holy Faith. Also, Christen Mitchell has changed from altar guild sub to the Altar Flower Person In Charge.

As far as maintenance activities, we sent two brass vases to be refurbished and plan to send our paten to get refurbished during Lent.

This ministry is spiritually rewarding because we are preparing the altar for our eucharistic celebration and readying the altar area to create a pleasing and reverent mood for the congregation.

Altar Guild members are a dedicated and diligent group, adjusting to every change with a positive attitude and willingness to help wherever needed. They have always made sure that the altar, banners, and worship area is ready for all occasions. I would like to thank every member for their faithfulness and dedication. You are definitely God's Silent Angels and are truly appreciated by everyone!

Thank you to Mike Centlivre for his dexterity on the high ladder, Ann Mayers for keeping us well stocked in communion bread, and Deacon Don for his unending support.

Archives Committee - Jane Darling, Carolyn Scheider, Norlaine Tinsey

- The Archives Team has been officially added to the list of Standing Committees for the Parish Leadership Team.
- Historical records from Faith Lutheran Church and Holy Cross Episcopal Church have been sorted and filed for permanent storage in the “File Room” at the rear of the Fellowship Hall.
- Beginning in February, the Archives Team will schedule time to move the 2017 files from temporary storage to permanent storage in the File Room.
- Archival work is ongoing, but the team has the following recommendations for the upcoming year:
 1. The existing **Record Retention Schedule** needs to be reviewed on a regular basis to maintain accuracy in our efforts to manage and preserve the information for our congregation.
 2. Currently, there is no documentation for electronic files. Our congregation depends on personal computers for maintaining various databases and important worship documents. **Guidelines for the retention of efiles need to be established and added to the Record Retention Schedule** for the church.
 3. A copy of the church membership directory will be included in the annual files. It has been several years since a pictorial directory has been created. Since the congregation has received several new members over the past year, a **new directory with photographs is being suggested for the year of 2025.**

Building & Grounds - Steve Erickson

The Building and Grounds Committee is responsible for maintenance and repair of the physical church property. Volunteers from the group often undertake smaller projects, while larger jobs are outsourced to commercial contractors.

2024 Activity

- Couture Property Management continues to be the vendor for lawn care, snowplowing and salting.
- Koch and White remain the supplier of maintenance for the heating, air conditioning and water heater.
- Mike Vaillancourt continued his quest to rewire the church’s outdated fluorescent light fixtures to accept modern LED bulbs, thereby reducing operating costs and improving lighting in the church.
- Jim Mangi built and installed a shelf in the kitchen to store food items.
- A child safety gate, donated by Jane and Larry Darling, was installed in the quiet area.

A fall cleanup was held on October 26th. Gutters were cleaned, bushes were trimmed, weeds were pulled, windows were washed, mulch was moved, and many leaves were ground for future compost.

- The five-year water quality audit was conducted by Washtenaw County with only two minor opportunities for improvement. The improvements will be completed by March 1st. All other water quality samples were completed on time with all compliant results. With the closing of SCOOP, significantly fewer water samples will be required in 2025.

2025+ Outlook

- Dexter Builders, Inc. have been awarded the contract to replace the church walkway. The work is to begin in the Spring after the frost has left the ground. The new walkway will include an additional access ramp as well as two ADA compliant warning mats.
- The carpets will be cleaned after the Spring thaw.
- A feasibility study will be conducted to install an automatic door at the east entrance.
- A feasibility study will be conducted to purchase and locate a bench near the walkway ramps to facilitate easier pick-up of parishioners with mobility issues.
- The toilets in the ladies room will be replaced with more ergonomically friendly fixtures. Other improvements to the restrooms will be reviewed and implemented.
- The access door to the crawlspace will be rebuilt.
- A formal preventative maintenance (PM) schedule will be developed for the church building and equipment.
- An ad hoc committee will be assembled to discuss the merits of resurfacing or repaving the parking lot.

A big thank you to Steve Jolliffe for over ten years of service as the Building and Grounds Chairperson. His continued support and mentoring has made the transition much easier.

The Building and Grounds team are always looking for a few more volunteers. Whether you have special skills or not, please consider volunteering in 2025.

Food Garden - Mary Hogan

In 2024, we built raised beds and trellises for the garden. At the end of the growing season, Holy Faith's Food Garden provided over 350 pounds of fresh, locally grown vegetables to Saline Area Social Service (SASS) in Saline and FedUp Ministries across Washtenaw County. In Spring 2025, we will be expanding our garden size to accommodate the growing needs of SASS and FedUp.

The garden is supported by volunteer parish members (known as the Garden Buddies) who donate their time, energy, knowledge and creativity to design and maintain the garden. We are part of the People's Garden and Good News Gardens communities and we have received generous financial support and in-kind donations from the Mt. Zion Lutheran Church Foundation, The Episcopal Diocese of Michigan, Thrivent, Johnny's Selected Seeds, and members of the Holy Faith congregation. Thank you to all!

Music Ministry - Joy Morin

Music continues to be a joyful shared ministry here at Holy Faith. This past year, the HF choir prepared anthems or hymns for feast days and services including Bishop Kreiss's visit, Easter, Pentecost, Christmas, and memorial services. Members -- including children -- played our bell tree to embellish the hymns during congregational singing. We heard special music contributions from both guests and musicians within our Holy Faith Church membership (voice, violin, trumpet, cello, etc.). We are thankful for hearty congregational singing from all as we raise our voices and music in worship.

Joy Morin, Church Musician, attended a winter retreat in Dallas offered by the Church Music Institute. The event featured continuing education sessions, project time with mentors and music library access, morning and evening worship services, and a choral hymn festival open to the community.

Outreach Ministry - Janet Cook

This year found much success for Holy Faith in its outreach endeavors. In addition to ongoing efforts with the community garden, SASS collections, which included a Stuff the Bus in August, we participated with First Presbyterian's Soles 4 Souls- shoe collection.

Perhaps the highlight was the launch and successful execution of partnering with Undue Medical Debt in collecting over \$21,780 and abolishing \$2.93 million of medical debt for 2,381 folks in Washtenaw, Wayne and Jackson counties. Many members gave, their family members, our neighbors, co-workers and a rector in Jackson also participated. We exceeded our goal by far with efforts by many. We celebrated as a congregation during a special coffee hour with Music Bingo. Shall we say we rocked it!

Holy Faith heard the call for help with preparing and serving a dinner meal to go for 170 folks who are food insecure in Ypsilanti through Hope Clinic. With its typical can-do attitude a posse of workers from Holy Faith and from Webster United Church of Christ jumped in feet first and have learned with each month.

We started in September and have been committed for one year. We will re-evaluate and decide whether to continue. This effort has involved nine members from HF and all remark how enjoyable this experience is. John and Vicki English have agreed to be the lead in February when I am traveling. People step up!

We continue to dialogue with Fed Up Ministries to answer their needs. Teri Kollath and I are working on ideas with Pastor Andrea after meeting with Pastor Anna, Dave and a few Fed Up staff in November. We want to encourage more HF members to have interactions with the folks they serve. A nice group of us from HF attended their fundraiser in the summer. FedUp is delighted with our fresh produce drops in the late garden season.

I continue to support Pastor Andrea's efforts with outreach to young families through the MLK, Jr day activities, Good Friday activities, and launching a monthly meal for young families.

In spring of 2025 we will provide dinner to students at Lord of Light a Lutheran campus ministry at the University of Michigan. Also looking at meal offerings for homeless men who are offered sanctuary during the winter at Zion Lutheran.

A discerning period is offered to us as we listen for the call of where the need is greatest and how we might serve. I trust Holy Faith will heed the call.

Paper Pantry - Lisa Reifert

The first delivery of paper products and toiletries was to Senior residents living at Mill Pond Manor, Saline, on February 23, 2013. Over the past 11 years, this ministry has added two partners and delivers to three locations in Washtenaw County. St Paul UCC joined in 2013 and The Liberty Club joined in 2014. We are very thankful for the support from our pastoral support during this time: Rev. Ian Reed Twiss, Pastor Stan Eckermann, Rev. Andrea Martin, and Deacon Don Dersnah.

The Paper Pantry received generous financial support from Holy Faith, St. Paul UCC, and from grants provided by the Episcopal Diocese and Luthern Synod. More than 41,000 items have been handed out to residents at Mill Pond Manor in Saline, Chidester Place Apartments in Ypsilanti and Calvary Bible Church to residents in Milan.

A special thanks to the many volunteers, but especially to Suzanne Buchalski, Kay and Lloyd Girbach, Lisa and Fritz Reifert, Rick and Judie Wales and family, Carolyn Schneider, Barbara Arnold, Betsey Hubbard, Mary Hogan, Mike Centivre, Kathy London, Janet Cook and Family, Mary Reifert, and Carolyn and Shannon Macy and the Liberty Club Crew. And many other volunteers!

Prayer Shawl Ministry - Diane Jacobs

Many years ago, Rosemary Brodie started a prayer shawl ministry at Holy Faith. She and her daughter, Suzanne Fassett, brought comfort and community to hundreds of people with the shawls they knit. Sadly, Rosemary passed away in the summer of 2023 and the ministry came to an end.

In July of 2024 Laura O'Malley and Diane Jacobs sought to revive this very worthwhile ministry. Diane gave a Ministry Minute presentation and invited all parishioners to join Laura and her in carrying on Rosemary's passion. Since that invitation at least seven women have made shawls and we have expanded the ministry in several creative ways. Now some folks crochet rather than knit their lovely prayer shawls and one of the latest ones is a stunning, soft, triangular shawl.

When Pastor Dave Hendricks was presiding in July and he mentioned that he never really needed a shawl, but in the past someone made him a pocket square so he could carry a daily reminder of the love of his congregation in his pocket. This idea fired up both men and women of Holy Faith who joined a short-lived Crochet Club to make prayer squares. They are very appreciated. Deacon Don still carries one that was blessed in September.

Laura also started a stuffie ministry last winter so our children, grandchildren, nieces, and nephews could feel our prayerful presence in a way meaningful to them. Her stuffed animals have been amazingly popular. It turned out that they are perfect for older folks with dementia – not Laura's original vision, but a completely delightful outcome! Excitingly, after the second blessing of prayer shawls, prayer squares, and stuffies this past January, two additional people said they would also like to make stuffies.

All interested folks are invited to join us in making tangible reminders of God's love and a connection to our community.

Pathways to Participation: Ministries at Holy Faith & Contact Names

Below is a list of some of Holy Faith's ministries. We say "some," because Holy Faith parishioners are always taking initiative and serving where there are needs. If you would like to learn more about one of these ministries, or if you wish to become involved, please contact the person listed. Contact information can be found in the church directory.

Altar Guild

Mary Fatchett

Members prepare the chancel and nave for each service by hanging timely banners, preparing the altar, and setting up the communion vessels. It is a service, privilege, and way to express gratitude / thanksgiving to God.

Be3 Group (Big, Bodacious, Bold)

Vicki English

Members collaborate with 7 sister ELCA congregations in Washtenaw County on green initiatives at the congregations such as soft plastic recycling, Christmastime Styrofoam recycling, planting trees, etc.

Building & Grounds

Steve Erickson

Members maintain facilities, recommend projects to the PLT, and help prioritize building needs.

Counters

Diane Jacobs

Volunteers work in pairs to count, record, and deposit the Sunday offering.

Eucharistic Visitors

Pastor Andrea Martin

Visitors receive training to visit and bring communion to parishioners who are homebound.

Finance Committee

Lisa Reifert

Advises the treasurer and Parish Leadership Team and helps draft a budget for the year.

Hospitality

Dan McGraw

Members prepare receptions for congregation events and funerals.

Liturgy Team

Pastor Andrea Martin

Members help the Pastor plan worship for the liturgical seasons and for special services.

Lunch Bunch

Barbara Arnold

On 2nd Mondays of the month, Holy Faith gets a big table at Carrigan's Café in Saline. Everyone pays their own way and enjoys fellowship and conversation. There's room for you!

Memory Café

Lori Venable

Volunteers help organize, greet, serve food, or provide entertainment at twice monthly social events at Holy Faith for people with brain changes and their care partners. Currently meets at: First Unitarian Universalist Church of Ann Arbor

Music

Joy Morin

Volunteers participate musically in Sunday worship as instrumentalists, vocalists, choir members, or bell tree players. All ages and abilities are welcome.

Office Volunteers

Laurie Tikkanen

Assist with office tasks on a weekly or monthly basis including data entry, assembling mailings and filing.

Paper Pantry**Lisa Reifert**

Volunteers from Holy Faith, St Paul UCC, and the Liberty Club deliver paper and hygiene goods to low income residents in Saline, Milan, and Ypsilanti communities.

Parish Archive Team**Jane Darling**

Gathers, appraises, processes, catalogs, and saves the official records and historical materials that document the heritage and business of the church. The team implements and continuously improves a management program in order to move church records and historical documents through a cycle from active to inactive to permanent storage.

Parish Leadership Team**Teri Kollath, President**

The Parish Leadership Team consists of six parishioners, plus the clergy and treasurer. Together, they are the primary governing body of the parish.

Readers & Assisting Ministers**Wendy Amstutz**

Volunteers read the lessons, lead prayers, and/or serve at the altar during worship.

ELCA Synod Assembly/Episcopal Diocesan Convention **Pastor Andrea Martin**

Volunteers are elected at Holy Faith's Annual Meeting in January and represent Holy Faith at Synod Assembly in May, and/or Diocesan Convention in October.

Tuesday Morning Adult Education (Hybrid)**Tish Dersnah**

During the academic year, Tish leads explorations of topics pertaining to faith in the parish hall, 10:30-11:30 am. Contact Tish to find out what the current topic is.

Technology Support**Jim Mangi & Andy Amstutz**

Through Zoom, and using the church's equipment, volunteers provide opportunities for online participation in worship and parish events.

Ushers**Pastor Andrea Martin**

Assist people through the worship service and also help ensure the safety of members.