

St. Andrew's Episcopal Church

PARISH PROFILE 2023/2024



Sharing our faith. Welcoming and serving others.

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Letter of Introduction

Greetings!

St. Andrew's Episcopal Church is a progressive and nonpartisan small parish located on the border of East Allentown and West Bethlehem in eastern Pennsylvania. We are a diverse congregation of mostly older adults that welcomes and unconditionally affirms all people. St. Andrew's is located in the heart of the Diocese of Bethlehem, and parishioners have historically taken part in the business of the Diocese; members are currently serving on financial advisory committees and the standing committee.

Our mission statement is *Sharing our faith; welcoming and serving others.*

Our commitment to Our Lord, to each other and to those in need is strong. We hope to not only continue in our current outreach ministries but to identify and become more actively engaged in helping to serve others. We are currently seeking a half-time Rector who will share in the joy of worship, community, faith and service to our community in the Lehigh Valley.

While we seek a Rector who will join us in our spiritual journey and guide us as we look to the future, we are aware of the challenges that come with leading a congregation on a half-time basis. We understand that our expectations must be reasonable. Our ministries and programs are well organized, and we believe our congregation has the skills, talents and understanding that will be supportive of the role of our new Rector.

Blessings,

The St. Andrew's Search Committee

Joyful Future

We are a parish with a sense of wonder, joy, and love in the service of our Savior Jesus Christ, our congregation, and our neighbors. We are a parish where clergy, leadership, and the congregation share a commitment to careful and active listening. We are a parish with a commitment to outreach ministries for our neighbors and a commitment to compassionate and effective pastoral care for an aging congregation. If the Bishop wills it, we will welcome a vocational deacon with a prophetic voice.

We look for a Rector with a reverence for the Eucharist who is an active listener with a heart filled with joy, who will inspire and challenge us to follow the two great commandments of Jesus: “You shall love the Lord your God with all your heart and soul and strength, and you shall love your neighbor as yourself.” Pastoral care, especially reaching out to those who have drifted away and stopped attending services is very important. We recognize that each of us is responsible to one another and to our Lord, however our Rector is the central figure in our community of Christ that we all look to for direction, leadership and guidance.

In the past five years, St. Andrew’s has lost congregants by death, by job transfers, and by a falling away from membership and attendance because of the Covid-19 pandemic. Nevertheless, we find ourselves at this writing in a position of stability in our membership, in our attendance, and in our finances. We look forward to a bright future with our new sister, brother, or sibling in Christ who we hope to call soon to be our next Rector.

Worship

From its beginning until the early 1990s, St. Andrews’s was known as a high church within the Diocese of Bethlehem. Currently our liturgy blends a traditional service, including sung chants, with contemporary elements that invite the congregation into the mystery of the Eucharist. We follow the Rite 2 liturgy on Sundays. We recognize that the communion table is not ours but belongs to the Lord Jesus Christ; it is tangible evidence of Christ's unconditional and saving love for all of us. St. Andrew’s has always centered its Sunday worship on the wondrous gifts of the Eucharist that bring us ever closer to our Savior Jesus Christ.

St. Andrew’s music program provides hymns and liturgical service music for the 10:30 a.m. Sunday services and other special services through the church year, as well as for baptisms, weddings, and funerals. Our electronic Allen organ sounds beautiful and is well matched to the excellent acoustics of our sanctuary. We were recently gifted a marvelous Kimball baby grand piano with incredibly beautiful tone. Our congregation enjoys the wonderful traditional and contemporary sources of music employed in our services. We use the 1982 Hymnal, Wonder, Love and Praise and Lift Every Voice and Sing hymnal. While we are hopeful that a Choir will once again be part of our musical life at St. Andrew’s, parishioners sing out joyfully and in

good voice every Sunday. We enjoy the talents of guest soloists and instrumentalists on feast days.

Included in our Sunday service is the following prayer which we recite together: *We thank you, O Lord, for your presence in our lives and ask for the continued guidance of your Holy Spirit to strengthen our witness to the Good News. Grant our Vestry and clergy wisdom and steadfastness to make the decisions needed that will lead us on the path that you have prepared for us. Empower us with strength, courage, and faith to care for each other and to reach out to our community. Amen.*

Ministries and Programs

Lay Leaders

Parishioners are active as Acolytes, Lay Eucharistic Ministers, Lectors, Chalice Bearers, Ushers, Counters and Altar Guild members. Their contributions to the worship services are a vital part of our Episcopal worship and play an essential role in the Sunday and special services.

Prayer Chain

The Prayer Chain ministry offers prayers of intercession, thanksgiving, petition, and praise. If permission is given for sharing the request, it can appear in the Prayers of the People in the Sunday bulletin. Those who pray often connect and help those requesting prayer.

Bible Study and Christian Education

Facilitated by our Deacon, parishioners gather on Wednesday mornings to study and discuss books of the Bible. Educational programs are also held during Lent, sometimes in conjunction with a meal of soup and salad. Participants look forward to these opportunities for spiritual enrichment.

Since our congregation today has no children or young people, there is no current Sunday School for children and youth from ages 2-18.

Community Gardens

Ten years ago, with the award of a \$700 grant from the Community Action Committee of the Lehigh Valley (CACLV), a community garden was started on a portion of our property. Parishioners purchased and planted ten raised garden beds and cooperatively share tasks of watering, weeding and picking the fresh vegetables and herbs. More recently, an additional larger garden was established on another part of our large property. The gardens provide fresh produce for our Food Pantry as well as an inviting wildlife habitat.

Memorial Garden

Our Memorial Garden is the resting place for many of our beloved. Their names appear in the red book in the glass covered stand in the hallway where the offices are located and on brass memorial plaques in the garden. Volunteers plant flowers and maintain the gardens through the changing seasons.



Stewardship

The Stewardship Team inspires us in the four weeks leading up to Consecration Sunday by encouraging members of the congregation to share their stories of how Christ has worked in their lives. The team works closely with the finance committee during this time and is a visible presence throughout the year, encouraging parishioners to give of their time and to let their talents shine.

Communication

We realize that communication to parishioners and to those who seek to know us is increasingly important. Our website <https://www.standrewsbethlehem.org/> provides a window for the outside community as well as resources for the congregation. A monthly electronic newsletter is sent out using MailChimp to keep parishioners apprised of important information and upcoming church programs and activities. Copies of the newsletter and other important communications are mailed to the few parishioners who do not have email accounts. In addition, St. Andrew's has a healthy Facebook presence.

Volunteers and donations that are needed for many of our ministries are organized using the online web tool Signup Genius.

Our Vestry meets monthly and following each meeting, minutes and the current financial statement are posted in the Narthex to keep the congregation up to date.

Hospitality and Fellowship

Our parishioners value spending time together in fellowship. We gather for coffee hour after the Sunday service where rotating hosts provide snacks and beverages and where lively conversations occur. This also provides an opportunity for us to welcome and get to know any visitors. Other events we enjoy are the annual parish picnic and group trips to local baseball games.



Also providing for fellowship among our parishioners and our neighbors are the community dinners we hold throughout the year and the Troxell Street Fair and Yard Sale that we participate in each May. While these events generate funds to support the life of our church, they are also important to our relationship with our neighbors.



Outreach

St. Andrew's is known for its commitment to helping those in the community who are less fortunate. We take very seriously our Mission Statement **Sharing our Faith; welcoming and serving others.**

Bethlehem Emergency Shelter for the Homeless

St. Andrew's was one of the founding churches of this ministry that began when we opened our undercroft for shelter each Friday during the winter of 2009. The shelter is presently located at Christ Church UCC in downtown Bethlehem where we continue to prepare and serve meals, monitor showers and fellowship with guests throughout the season. The shelter has beds for 70 men and women and is often at capacity. Guests who we serve are always grateful and in turn our volunteers are spiritually fulfilled.



Bethlehem CROP Hunger Walk

The Bethlehem CROP Hunger Walk is held on every October. In past years St. Andrew's raised the most funds of all the participating churches.



Funds are used locally and internationally for hunger relief.

Pennsylvania Avenue Interfaith Food Pantry

The Pennsylvania Avenue Interfaith Food Pantry was established by St. Andrew's in 2009 as a joint mission with three other area churches. Supplemental groceries are provided to over 100 families each month, along with school supplies in the fall and toiletries when available.



Volunteers help with food distribution and shelves and are generous with monetary and other donations. We are blessed by our connection with our partner churches who remain committed as we are to providing for the increasing number of families in need.

Victory House

Preparing and serving dinner the first Saturday of every month to the male military veterans and staff of Victory House Shelter in South Bethlehem has been a ministry of St. Andrew's for more than 25 years. Through its programs and support efforts, Victory House helps these men return to productive lives in the community.

Church Buildings and Grounds

Built in 1957 and expanded in 1967, our facility consists of a chapel that can seat 100 people. The choir section and organ and piano are in the back. The undercroft can also seat 100 people and includes a commercial kitchen and two bathrooms. The Harry Large room, for meetings of up to 20 people, and three former classrooms which are currently used mostly for storage are also located on the lower level. The education wing which was added in 1967 is currently utilized as three offices and a food storage room for the food pantry. There are also two restrooms. The nave includes a Mary altar and plaques depicting the Stations of the Cross and in the sanctuary is our beautiful cross on the wall behind the altar. An elevator connects the two floors. The facility is wheelchair accessible.

The grounds include the Memorial Garden, 40-car parking lot, community gardens and a large amount of open space, some of which might be able to be used for affordable housing. Our lighted sign faces the high traffic road in front of the church. There is no Rectory.

St. Andrew's rents weekly worship facilities and meeting facilities to Gracia Incomparable, a Spanish-language Pentecostal Christian congregation. Gracia meets for worship every Sunday afternoon in the sanctuary and holds meetings, Christian education classes, women's retreats, and parties at St. Andrew's. Under the enthusiastic leadership of Pastor Pedro, the congregation of Gracia is steadily growing. St. Andrew's is blessed both spiritually and financially by our partnership with Gracia Incomparable.

Facility challenges, most of which are not urgent, include occasional water in the basement. The carpet in the sanctuary needs to be replaced. Exterior windowsills need to be painted. One restroom needs to be made ADA compliant. There are additional trees that will need to be taken down. The boiler seems fine but is old. The parking lot needs to be recoated. Our Junior Warden along with the Vestry keeps such items on the church's "to-do" list in order of priority.



Finances

Fiscally we are transparent. Our financial records are audited annually in compliance with the Diocesan guidelines. Financial statements are shared with the congregation each month. The finances of St. Andrew's show that a total clergy cost in the range of \$50,000 per year for 2024 would result in a balanced budget. At this time, we can afford a part-time Rector and are very open to partnering with another parish to share a full-time Rector.

The Financial Team consists of our financial manager, our treasurer, and our pledge secretary.

The financial manager develops the annual budget with input from the treasurer, pledge secretary, and the Vestry, and provides monthly input to the treasurer. The treasurer reports each month to the Vestry on the current financial status of the parish, tracks our monthly income and expenses relative to the budget plan, and writes the necessary checks. The pledge secretary tracks weekly contributions in pledge payments, plate offerings, and other financial gifts, and sends quarterly and annual reports to parishioners. St. Andrew's financial team is highly regarded by the Diocese of Bethlehem. Our financial team members often serve as consultants to other parishes in the diocese in financial education, good practices in accounting and budgeting, and as auditors.

Gifts of \$1000 or more are made to the Legacy Endowment fund to support parish ministries in perpetuity. The funds are invested in the *Diocesan Investment Trust* (D.I.T.). Interest accumulated from the funds may be allocated by the Vestry to meet extraordinary capital needs and to underwrite special ministries and projects. The fund is intended to provide for our parish's ongoing vitality and ministry that are beyond the reach of the annual operating revenues.

Members of the St. Matthew's Society have made provisions for St. Andrew's in their wills and estate plans and are recognized on a plaque which hangs in the entrance hallway.

Our finances have improved in 2023 due to lower expenses with having an interim Rector. Revenues did drop slightly. However, our finance team is aware of the likelihood that in the next couple of years a number of families who regularly pledge may be relocating, which could result in up to \$20,000 in lost revenue.

St. Andrew's Episcopal Church

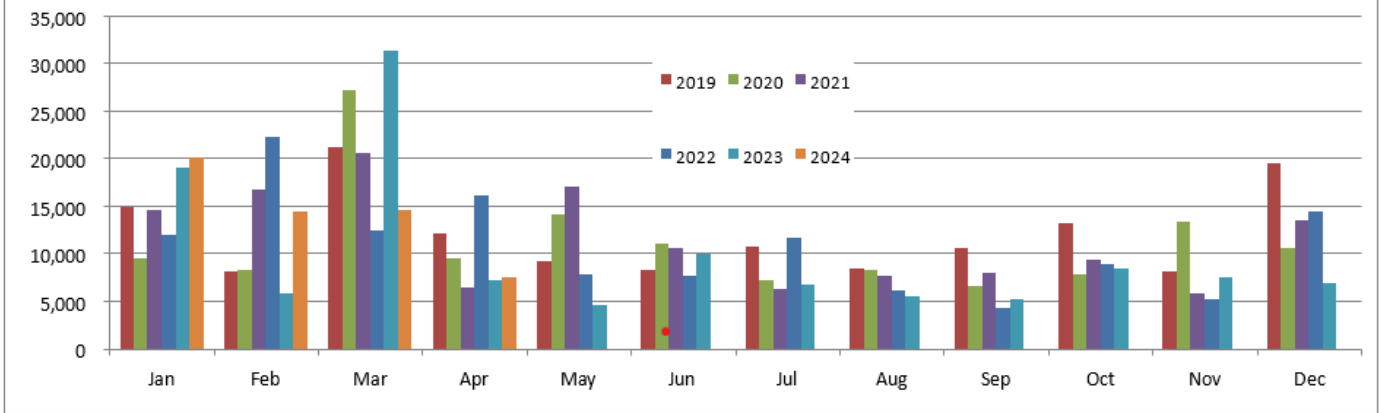
Operating Fund Cash Flow – 2024 Budget

<i>In Thousands of Dollars</i>	2023	2024	Better/ (Worse)	
	Actual	Budget	2024 Vs 2023	
<u>Internally Generated Sources of Funds</u>				
Plate	3.1	2.0	(1.1)	No major gifts budgeted in 2024
Pledges	107.6	104.1	(3.5)	Based on Pledges
Non-Pledge	5.2	7.2	2.0	Best Guess
Special Services	<u>2.0</u>	<u>2.0</u>	<u>0.0</u>	Best Guess
Total Giving	117.8	115.2	(2.6)	
Investment Income	4.2	4.4	0.2	DIT Investment Income
Fund Raisers	4.4	3.0	(1.4)	Fewer events in 2024
Amazing Grace Rent	8.1	8.0	(0.1)	Based on use
Food Pantry Rent	4.7	4.7	0.0	No change
All Other Sources of Funds	<u>2.1</u>	<u>1.8</u>	<u>(0.3)</u>	Misc. Inc., Flowers (flow through)
Total Other Sources	23.4	21.9	(1.6)	
Subtotal - Sources	<u>141.3</u>	<u>137.1</u>	<u>(4.2)</u>	
<u>Operating Expenses</u>				
Clergy	30.0	49.4	(19.4)	Reflects "Affordability"
Office	13.7	16.9	(3.2)	Admin Assist. In Place 11 Mos.
Diocese Assessment/Acceptance	22.5	24.8	(2.3)	Based on Revenue in Parochial Report
Building/Utilities	28.3	30.5	(2.2)	Aging Property & Snow Plowing
Music Program	12.6	13.3	(0.7)	Wage Inflation
Worship	1.8	1.7	0.1	
Miscellaneous / Other	0.5	0.5	0.0	
Designated Outreach/Mission	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	
Subtotal - Expenses	109.5	137.1	(27.6)	
Net Funds Flow - Internally Generated	31.8	0.0	(31.8)	
<u>Other "non-recurring" sources of funds</u>				
DOB Cola Grant (2023)	3.7	0.0	0.0	DOB Program to Temper Infl. Impact
Subtotal - Change in Funds	35.5	0.0	(35.5)	
Unrealized Gain/(Loss) on unrestricted DIT Investments - Housing Fund	0.2	0.0	(0.2)	
Total Change in Funds	35.6	0.0	(35.6)	
Fund Balance - End of Year	83.2	83.2	0.0	

St. Andrew's Financial Report - Giving Trends

Trend of Personal Contributions (Plate, Pledge, Non Pledge, Special Services)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2019	14,907	8,023	21,109	11,992	9,098	8,144	10,627	8,364	10,511	13,120	8,034	19,394	143,323
2020	9,471	8,280	27,159	9,414	14,124	10,959	7,220	8,288	6,570	7,785	13,238	10,589	133,100
2021	14,553	16,709	20,579	6,404	17,034	10,470	6,182	7,613	7,929	9,369	5,789	13,387	136,016
2022	11,840	22,282	12,427	16,006	7,795	7,655	11,676	6,001	4,275	8,765	5,095	14,330	128,147
2023	18,983	5,802	31,285	7,220	4,545	9,985	6,678	5,436	5,220	8,385	7,422	6,865	117,827
2024	20,000	14,331	14,524	7,505	0	0	0	0	0	0	0	0	56,360



YEAR TO DATE (In Thousands)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	15	23	44	56	65	73	84	92	103	116	124	143
2020	9	18	45	54	68	79	87	95	101	109	123	133
2021	15	31	52	58	75	86	92	100	107	117	123	136
2022	12	34	47	63	70	78	90	96	100	109	114	128
2023	19	25	56	63	68	78	84	90	95	104	111	118
2024	20	34	49	56	56	56	56	56	56	56	56	56

**St. Andrew's Episcopal Church
Statement of Fund Balances - 2024**

	<u>Dec 2022</u>	<u>Dec 2023</u>	<u>Mar 2024</u>	<u>Apr 2024</u>	<u>Monthly Change</u>	<u>YTD Change</u>
Deposit & Investment Accounts						
1000 · Wells Fargo Checking + Impress RDF	22,863.76	20,708.16	55,281.25	55,483.14	201.89	34,774.98
1001 · WF Checking-Rector's Discretionary	1,737.96	1,715.23	1,726.23	1,731.23	5.00	16.00
1050 · Diocese-Church Yard	5,384.48	5,422.56	5,422.56	5,422.56	0.00	0.00
1051 · Diocese-Housing Fund	32,379.07	32,541.03	32,541.03	32,541.03	0.00	0.00
1053 · Diocese-Legacy Endowment Funds	65,119.80	66,353.59	66,353.59	66,353.59	0.00	0.00
1055 · Embassy Bank	7,235.46	35,239.51	35,241.27	35,241.85	0.58	2.34
1056 · Diocese-Nursery School Trusts	17,591.28	18,285.63	16,590.91	16,590.91	0.00	(1,694.72)
Grand Total Deposit & Investment Accounts	152,311.81	180,265.71	213,156.84	213,364.31	207.47	33,098.60

The deposit and investment accounts above are accounted for in the following funds

Operating Fund Reserves	47,618.06	83,240.02	116,638.21	117,330.07	691.86	34,090.05
Restricted Funds						
- Donor Restricted Funds						
Altar Fund Donations	728.56	895.06	1,575.06	999.33	(575.73)	104.27
Church Yard Fund	5,477.49	5,732.07	6,132.07	6,132.07	0.00	400.00
Capital Fund	1,050.46	1,370.46	1,385.46	1,499.46	114.00	129.00
Office/System Donations	1,559.42	1,559.42	1,559.42	1,559.42	0.00	0.00
Legacy Fund	65,119.80	66,353.59	66,353.59	66,353.59	0.00	0.00
Undistributed Flow-Thru & Outreach	0.00	0.00	0.00	0.00	0.00	0.00
Nursery School/Children Ministry Trust	17,591.28	18,285.63	16,590.91	16,590.91	0.00	(1,694.72)
- Vestry Restricted Funds						
Rector's Discretionary Fund	1,737.96	1,715.23	1,726.23	1,731.23	5.00	16.00
Undesignated Memorial Gifts	1,055.00	1,075.00	1,075.00	1,075.00	0.00	0.00
Pledge Prepayments	7,500.00	0.00	0.00	0.00	0.00	0.00
Employment Accrual (Tax, Ins)				93.23		
Total Restricted Funds	2,873.78	39.23	120.89	96,034.24	(27.66)	54.00
	104,693.75	97,025.69	96,518.63	213,364.31	(484.39)	(991.45)
Grand Total Funds	152,311.81	180,265.71	213,156.84	213,364.31	207.47	33,098.60

**St. Andrew's Episcopal Church
Funds Flow**

	Dec 23	24-Jan	24-Feb	24-Mar	24-Apr	2024 YTD	YTD Budget	YTD Better/ (Worse) Vs. Budget	YTD Better/ (Worse) Vs. Prior Yr	Full Year Budget
Proceeds										
Operating Proceeds										
40001-3 · Plate	263.00	515.00	78.00	70.00	235.00	898	660	238	326	2,000
40002-3 · Pledged Offering	4,900.00	18,125.00	12,135.00	11,495.00	5,425.00	47,180	50,408	(3,228)	(11,203)	104,080
Internet Pledge Offering	500.00	400.00	400.00	500.00	400.00	1,700	1,700	0	(100)	0
40004-3 · Non-Pledged Offering	350.00	950.00	1,620.00	1,520.00	1,295.00	5,385	2,342	3,043	3,820	7,165
Internet Non-Pledge Offering	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
40002-3 · Total Recorded Gifts	5,750.00	19,475.00	14,155.00	13,515.00	7,120.00	54,265	54,450	(185)	(7,483)	111,245
40003-3 · Special Services	<u>852.00</u>	<u>10.00</u>	<u>98.00</u>	<u>939.00</u>	<u>150.00</u>	<u>1,197</u>	<u>1,100</u>	<u>97</u>	<u>227</u>	<u>2,000</u>
Total Giving	6,865.00	20,000.00	14,331.00	14,524.00	7,505.00	56,360	56,210	150	(6,930)	115,245
40020-4 · DIT Church Yard Interest	58.79	0.00	0.00	60.15	0.00	60	60	(0)	1	241
40021-4 · DIT Housing Fund Interest	376.13	0.00	0.00	380.48	0.00	380	381	(0)	4	1,522
40022-4 · DIT - Legacy Fund Income	609.87	0.00	0.00	650.82	0.00	651	651	0	41	2,603
40024-4 · Embassy Bank - Interest Income	0.60	0.60	0.56	0.60	0.58	2	2	1	2	5
40032-5 · Utility Income - Food Pantry	0.00	1,175.00	0.00	0.00	1,175.00	2,350	2,350	0	0	4,700
40035-5 · Rent Income - Amazing Grace	650.00	700.00	600.00	600.00	650.00	2,550	2,650	(100)	0	8,000
40040-5 · Initial Offering	0.00	40.00	50.00	0.00	0.00	90	100	(10)	(25)	100
40042-5 · Fundraiser Income	0.00	0.00	280.00	830.00	25.00	1,135	1,050	85	(696)	3,000
40044-5 · Flowers/Candles	775.00	50.00	120.00	560.00	0.00	730	750	(20)	(20)	1,500
40050-5 · Misc Other Income	0.00	3.00	0.00	100.00	0.00	103	0	103	103	200
40070-7 · Diocese Grant Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(3,703)</u>	<u>0</u>
Total Operating Proceeds	9,335.39	21,968.60	15,381.56	17,706.05	9,355.58	64,412	64,203	208	(11,223)	137,116
Expense										
Diocese Support										
5000-12 · Diocesan Assessment	1,674.80	1,855.49	1,855.49	1,855.49	1,855.49	7,422	7,422	0	(723)	22,266
5001-12 · Diocesan Acceptance	<u>200.00</u>	<u>208.33</u>	<u>208.33</u>	<u>208.33</u>	<u>208.33</u>	<u>833</u>	<u>833</u>	<u>0</u>	<u>(33)</u>	<u>2,500</u>
Total Diocese Support	1,874.80	2,063.82	2,063.82	2,063.82	2,063.82	8,255	8,255	0	(756)	24,766
Clergy Expenses										
5100-14 · Rector Salary	0.00	0.00	0.00	0.00	0.00	0	0	0	8,830	41,831
5101-14 · Rector Housing Allowance	0.00	0.00	0.00	0.00	0.00	0	0	0	4,065	0
Total 5102-14 · Rector Benefits	0.00	11.52	0.00	0.00	0.00	12	0	(12)	6,395	0
5103-14 · Rector SS Allowance	0.00	0.00	0.00	0.00	0.00	0	0	0	986	0
5104-14 · Rector Auto Allowance	221.98	56.76	71.00	74.20	59.36	261	200	(61)	(261)	300
5200-14 · Supply Priest	<u>1,314.36</u>	<u>1,060.00</u>	<u>1,270.00</u>	<u>1,700.00</u>	<u>1,060.00</u>	<u>5,090</u>	<u>4,865</u>	<u>(225)</u>	<u>(1,784)</u>	<u>7,250</u>
Total Clergy Expenses	1,536.34	1,128.28	1,341.00	1,774.20	1,119.36	5,363	5,065	(298)	18,231	49,381
Office Expense										
5300-14 · Secretary Salary & Taxes	0.00	0.00	0.00	0.00	0.00	0	2,713	2,713	1,809	9,301
5302-14 · Office Supplies	(27.48)	33.89	57.96	337.89	0.00	430	250	(180)	54	1,000
5303-14 · Postage	0.00	0.00	0.00	0.00	0.00	0	0	0	0	100
5304-14 · Telephone/Internet	107.02	107.03	107.03	107.03	106.82	428	433	5	(1)	1,300
5305-14 · Servant Keeper	39.99	39.99	39.99	39.99	39.99	160	160	0	(40)	480
5306-14 · Payroll Service	37.50	33.30	133.70	103.30	103.30	374	294	(79)	(112)	675
5307-14 · Copier-Rental & Maintenance	283.00	283.00	283.00	283.00	310.86	1,160	1,170	10	(40)	3,510
5310-14 · Webhosting	0.00	0.00	56.58	0.00	0.00	57	50	(7)	(9)	200
5311-14 · Mail Chimp	0.00	27.56	0.00	13.78	27.56	69	55	(14)	(14)	165
5399-14 · Miscellaneous Office Expenses	<u>757.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>3</u>	<u>10</u>	<u>7</u>	<u>21</u>	<u>125</u>

**St. Andrew's Episcopal Church
Funds Flow**

	Dec 23	24-Jan	24-Feb	24-Mar	24-Apr	2024 YTD	YTD Budget	YTD Better/ (Worse) Vs. Budget	YTD Better/ (Worse) Vs. Prior Yr	Full Year Budget
Total Office Expense	1,197.53	524.77	678.26	884.99	591.53	2,680	5,135	2,456	1,666	16,856
Building and Grounds										
5400-14 - Grounds Maintenance	1,599.50	0.00	0.00	0.00	370.00	370	900	530	(150)	4,500
5401-14 - Snow Removal	0.00	0.00	705.00	87.50	(220.00)	573	1,200	628	(348)	1,500
5402-14 - Building Repair & Maintenance	0.00	175.00	0.00	242.25	845.00	1,262	1,750	488	581	4,000
5403-14 - Electricity	220.46	225.57	234.59	227.44	202.53	890	870	(20)	(519)	2,611
5404-14 - Heat	0.00	427.80	512.00	512.00	492.00	1,944	2,048	104	124	6,500
5405-14 - Water/Sewer Service	56.77	56.46	116.69	61.07	56.38	291	313	22	(0)	1,010
5406-14 - Janitorial Services	443.72	390.00	390.00	403.00	367.84	1,551	1,640	89	81	5,000
5407-14 - Insurance Expense	1,026.19	0.00	0.00	1,026.19	0.00	1,026	1,026	(0)	(152)	4,710
5410-14 - Refuse Removal	<u>55.64</u>	<u>55.64</u>	<u>55.64</u>	<u>55.64</u>	<u>55.64</u>	<u>223</u>	<u>225</u>	<u>2</u>	<u>(15)</u>	<u>875</u>
Total Property Costs	3,402.28	1,330.47	2,013.92	2,615.09	2,169.39	8,129	9,972	1,843	(397)	30,506
Music Program										
5201-14 - Organist Salary & Taxes	923.56	969.74	969.74	969.74	1,454.61	4,364	4,364	0	(208)	12,607
5202-14 - Supply Organist/Musicians	0.00	0.00	0.00	0.00	0.00	0	150	150	150	300
5207-14 - Organ Repair/Choir Supplies	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>561.49</u>	<u>561</u>	<u>200</u>	<u>(361)</u>	<u>(135)</u>	<u>400</u>
Total Music Program	923.56	969.74	969.74	969.74	2,016.10	4,925	4,714	(211)	(193)	13,307
Other Worship Expense										
5204-14 - Altar Supplies	129.76	0.00	0.00	238.50	0.00	239	50	(189)	(197)	200
5205-14 - Altar-Candles/Flowers	<u>702.56</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>397.90</u>	<u>398</u>	<u>750</u>	<u>352</u>	<u>357</u>	<u>1,500</u>
Total Other Worship Expense	832.32	0.00	0.00	238.50	397.90	636	800	164	333	1,700
Other Miscellaneous Expense										
5501-14 - Canvass Expense	0.00	0.00	0.00	0.00	333.48	333	300	(33)	(38)	300
5502-14 - Convention/Workshop Expense	0.00	0.00	0.00	0.00	0.00	0	0	0	0	100
5604-17 - Lehigh Council of Churches	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100</u>
Total Other Miscellaneous Expense	100.00	0.00	0.00	0.00	333.48	333	300	(33)	(38)	500
5604-17 - Outreach	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100</u>
Total Expense	9,966.83	6,017.08	7,066.74	8,546.34	8,691.58	30,322	34,241	3,919	18,846	137,116
Unrealized Gain or (Loss) on Housing Investments	<u>161.96</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Funds - Increase / (Decrease)	<u>(469.48)</u>	<u>15,951.52</u>	<u>8,314.82</u>	<u>9,159.71</u>	<u>664.00</u>	<u>34,090</u>	<u>29,962</u>	<u>4,128</u>	<u>7,624</u>	<u>0</u>

Our Civic Community

St. Andrew's Episcopal Church is in Hanover Township, Lehigh County, between the cities of Allentown and Bethlehem in an area known as the Lehigh Valley. Our church building is on two acres in a 1950's suburb of single-family houses on quarter acre lots, mostly owner occupied. The neighborhood is rounded out by shopping centers, apartment complexes, hotels, and several churches, some of which we partner with in our outreach efforts.

According to the most recent US Census data, Hanover Township, Lehigh County, has a population of 1,893 and 20 percent have a bachelor's degree or higher. The median age is 36.5 and the population is 52 percent white, 6 percent black, 38 percent Hispanic. The poverty rate is 12.2 percent.

The cities of Allentown and Bethlehem have a combined population of around 200,000 with the median age of 34. While St. Andrew's began as a neighborhood church, our members come from various neighborhoods in these two cities and other outlying areas of the Lehigh Valley.

The Lehigh Valley has a thriving cultural scene, with stage theaters, art museums, the Allentown Symphony Orchestra, the Bach Choir, a large amusement park (Dorney Park), a premier bicycle racing track, Class AAA minor league baseball (Iron Pigs farm team for the Philadelphia Phillies), the Lehigh Valley Zoo, historical sites, several arts and music festivals and accessible parks and nature preserves.

Lafayette College, Lehigh University, Muhlenberg College, Moravian University, DeSales University and Penn State Lehigh Valley are all nationally ranked schools located in the Lehigh Valley and graduate thousands of bachelors, masters, and doctoral students each year.

The Lehigh Valley is an hour from Philadelphia, an hour from the Pocono Mountains and two hours from New York City. We are an area of the former Rust Belt that has thrived with new business, an expanding population and more diverse communities.

The Lehigh Valley had been a global leader in steel and other heavy manufacturing industries, which represented a considerable portion of its employment and economic production for most of the 20th century. Beginning in the early 1980s, however, the region's heavy manufacturing sector experienced a rapid downfall, highlighted by the downsizing and ultimate closure of Bethlehem Steel, once the world's second-largest steel manufacturer, and other Lehigh Valley-based manufacturing companies.

The Lehigh Valley's economy struggled considerably before ultimately rebounding and since emerging in the 21st century as one of Pennsylvania's largest and fastest-growing economies. As of 2020, the Lehigh Valley's total gross domestic product (GDP) is \$42.9 billion, driven by diverse industry sector contributions from its finance, manufacturing, health care and education, and information sectors. Between 2016 and 2017 alone, the Lehigh Valley experienced 5%

GDP growth. The Lehigh Valley has also emerged as an epicenter for the U.S. logistics industry, including warehousing and intermodal transport.

Like much of the nation, the Lehigh Valley is dealing with affordable housing shortages, lack of adequate mental health services, drug overdoses, food insecurity and homelessness. Several members of St. Andrew's are now engaging in a local effort, just organized last year, to study solutions to the housing problem.

History of the Congregation

In the early 1950s, the Episcopal Diocese of Bethlehem decided that an Episcopal church should be placed in northwest Bethlehem. A home was purchased at 1938 Hilltop Terrace, in a residential area, to serve as the first meeting place. On December 13, 1953, the Venerable Dean Stevenson, Archdeacon of the Diocese, assisted at the first service at Hilltop Terrace with the Rt. Rev. Frederick Warnecke, Bishop of the Diocese of Bethlehem, presiding.

The small congregation rapidly took on all the functions of an established church. A baptism was held the following year, a Vestry was elected, and the St. Andrew's Women's Guild, later to become the Episcopal Church Women, was formed. A youth group and a church school also began in 1954.

In May 1955, St. Andrew's was accepted at the diocesan convention as a mission. The Rev. Edgar Teter became St. Andrew's first vicar. In the next few years, increasing attendance made it obvious that services could not continue at Hilltop Terrace. Several acres of land were purchased on the west side of Pennsylvania Avenue in Hanover Township, Lehigh County. A chapel seating 120 people was completed in October 1957. The Rev. David W. Jones became vicar of St. Andrew's the same month.

At the diocesan convention in May 1964, St. Andrew's was admitted as a parish. The Vestry elected the church's first Rector, the Reverend David Jones, on September 29, 1964. The tenure of Father Jones at St. Andrew's was distinguished by rapid growth, steady spiritual leadership, and a congregational life that was centered on the Christian care of the parishioners for one another.

In 1967 a Christian Education wing was added, and in 1981, the sanctuary underwent some remodeling. The pulpit and altar rails were changed, and the choir loft was moved to the back of the church. At the same time, a set of beautiful faceted stained-glass windows depicting the life of St. Andrew was installed on the south side. Also, the original cross in the sanctuary was replaced with an astonishingly beautiful cross created in the Brutalist style by the Pennsylvania artist Jack Eagle, a Native American.

Father Jones retired in August 1992 after 35 years of faithful service. The Rev. John Warden from Wisconsin was called as the second Rector. He served from January 1994 until being

removed from office by the Bishop in June 1995. St. Andrew's experienced a significant loss of membership during Warden's brief tenure.

St. Andrew's accepted the Rev. Canon Gwendolyn-Jane Romeril in 1995, first as Rector-in-charge, and then as Rector on June 22, 1996. Mother Romeril remained until November 2001. Her time at St. Andrew's was distinguished by a healing ministry and a growth in membership.

On November 26, 2001, the Rev. Edward L. Schultz became interim Rector for almost a year until he accepted a call to become Rector of St. George's Episcopal Church in Hellertown, PA. Various supply Rectors then officiated at services until a new Rector was called.

On January 25, 2004, the parish held a Celebration of New Ministry for the Rev. Leslie Evans, next Rector of St. Andrew's. During Rev. Leslie's tenure at St. Andrew's, it became necessary to reduce her position to half time because of persistent budget shortfalls. The Rev. Leslie retired as Rector at the end of May 2007 with the encouragement and assent of the Bishop.

The Rev. T. Scott Allen came to St. Andrew's on Sunday, May 20, 2007. At that time a significant loss of income and membership threatened the future of St. Andrew's. However, the congregation was determined not only to survive but to find a way to grow and to flourish.

Father Scott taught the Vestry to put spiritual matters first on the agenda instead of prioritizing financial issues. Gradually positive changes began to occur. Then, a dramatic shift took place in the frigid winter of 2010 when the Vestry unanimously agreed to host homeless men and women one night a week in concert with other churches in Bethlehem.

The decision to feed and shelter the homeless created a profound and miraculous transformation in the life of St. Andrew's. Soon afterward a food pantry was also established in partnership with three neighboring churches. The *Pennsylvania Avenue Interfaith Food Pantry*, a ministry to the food-insecure families of east Allentown and west Bethlehem, continues to be housed in our church.

In April 2019, St. Andrew's welcomed the arrival of Deacon Lane Perdue. Her special ministry was to serve all people, especially those in need. She was enthusiastically involved in the church's community outreach. Lane relocated to New Mexico in April 2024.

The year 2020 began with worship on Sunday mornings at 8 and 10:30 am and Adult Forum at 9:15 am. Coffee Hour followed the 10:30 service, the Vestry met monthly, weekly Bible study classes were held, the choir practiced on Thursday nights, and regular outreach activities were supported by the congregation, Vestry, and staff. And then came the Coronavirus.

In March 2020, the Rt. Rev. Kevin Nichols, announced to all the congregations in the diocese his recommendation to close churches to all inside activities, including Sunday services, until further notice because of the Covid-19 virus.

Immediately after the March 2020 shutdown, our Rector initiated a ministry of noonday prayer on every day except Sundays, using Facebook as a platform. Since Sunday services at St.

Andrew's were no longer available, the congregation was encouraged to engage with other Episcopal churches that offered virtual worship in some form or another. In November of 2020, Sunday services at St. Andrew's resumed via Zoom with an average of 22 people in attendance. During this period of quarantine, St. Andrew's remained faithful to its mission of caring for one another in the parish while also caring for others in the community through its outreach programs. Ministries continued in a modified form that ensured the safety of volunteers while still addressing the needs of the vulnerable in our community.

In January of 2023, our Rector announced his retirement as of March 1, 2023. As of this writing, the congregation is pleased to have a long-term supply priest. In this time of transition, St. Andrew's remains faithfully committed to its mission of caring for one another within the parish and caring for our community. We have been blessed by God abundantly, and we look forward to an exciting yet unknown future where we continue to love and serve the Lord.

We pray that you will consider joining us as we continue to journey forward.

Please submit a letter of interest, a resume and an OTM Portfolio to The Rev. Canon Melinda M. Artman. melinda@diobeth.org

Members of the Search Committee
On behalf of the Vestry
St. Andrew's Episcopal Church