



ST. MARY'S
EPISCOPAL CHURCH
2016 ANNUAL REPORT

324 EAST MAIN ROAD, PORTSMOUTH, RI 02871 ~ (401)846-9700

Rector's Report

In the words of St. Augustine, "Behold what you are, become what you receive." In the gospel Jesus is clear as he proclaims what we are. To his followers he says, "You are the salt of the earth. You are the light of the world."

Over the year 2016, we have experienced spirited worship, joyful celebrations, and faithful ministry. We have also been a part of the tender and painful process of transition and farewells. It has been an eventful year, to put it mildly.

We give thanks for all that we have been through, and we remember who we are. We are salt. We are the light of the world. We are a community following Jesus, and we will not lose our saltiness. We will not put our lamp under a bushel basket. As the rector, I am certain of this, because I've been witnessing your saltiness and light for nearly three years. In 2016 I have seen your ministry shine with God's love. St. Mary's, behold who you are.

You are stewards. In the deepest sense of that word, you have taken the gifts with which you have been entrusted and you have cared for them. Whether these gifts have been material, spiritual, financial, or relational, you have used them to build up the kingdom of God.

As a church community we have material gifts of extraordinary richness and beauty. Our buildings and grounds require a large commitment of time, attention and funding. Dave Monroe, our Jr. Warden, has been a constant presence, overseeing the planning, maintenance and surprise catastrophes that go with a campus of this size. He has the support of Bob Vergnani and Debby Timby who know every tree and gravestone in our churchyard and offer constant care for this magnificent land. Along with our property commission, Dave has ensured that our buildings are in the best shape we can afford, and that there is an active plan for addressing future needs.

We are also stewards of spiritual gifts. This winter and spring we dedicated ourselves to the Renewal Works process which defined our spiritual vitality, both our strengths and weaknesses. We were inspired by the leadership of Michelle Freitas and Bev Hall in this process. Their guidance, combined with the survey results of our members, and the hard work of the workshop participants clearly identified where we are and where we need to go.

In terms of spiritual vitality, our data and reports show that St. Mary's

- helps people feel like they belong,
- provides worship that is thought provoking and offers encounter with God,
- offers service opportunities that deepen a sense of community and grow relationships, and
- empowers lay members to serve in leadership roles that inspire a sense of ownership.

We also discovered a deep desire to pursue spiritual growth. We have a clear direction to focus our formation ministry in 2017 and beyond since our members expressed a hope that help to develop a prayer life that connects them to God on a daily basis, a clear pathway that guides toward spiritual growth, a challenge to grow and take next steps spiritually.

Our members are seeking:

- to understand the Bible in greater depth,
- engagement with scripture in new and interesting ways
- help to develop a prayer life that connects them to God on a daily basis,
- a clear pathway that guides toward spiritual growth,
- a challenge to grow and take next steps spiritually.

As the rector, and one who was referred to lightly in this process as the CSO, or Chief Spiritual Officer, this report seems right on target. Nothing would make me happier or more fulfilled than working on engaging people more deeply in God's word and spiritual practices. This, along with leading worship and administering the sacraments is why I was called to become a priest. I am ready for this renewed focus.

It is important to mention two staff members and a lay minister whose call and ministry provide spiritual gifts to all of us. In December, the Rev. Stephanie Shoemaker joined us in ministry as Associate Rector. In a very short, time she has given us so much. She has been present and supportive to the staff and me in practical and spiritual ways. Stephanie has taken the lead in offering pastoral visits and officiating at funerals over the past two months. Many have been inspired and encouraged by her preaching, as well as her warmth and presence in worship and fellowship.

I also want to highlight the gifts Karin Larsen offers as our music director, and those of Marilyn Hambly as a music minister. Karin has been playing the organ and leading the choir at St. Mary's for about a year and a half. She has long been composing short pieces of music for worship including an Epiphany anthem, "Imagine." Karin also does many things behind the scenes keeping our worship and staff moving in the right direction. We are blessed to share ministry with her.

Marilyn Hambly has been offering her musical gifts at St. Mary's for several years now. She began playing regularly at our 10:30 service as we tried to figure out the right person and style to meet the various worship needs that mixed congregation. Over a few months that music ministry became so rich, she set the bar so high, we did not want to find someone else. Marilyn shares her time and skill as a musician with incredible generosity and we are grateful.

In our financial life as a community we have also been faithful stewards. Bill Hall has added insight and wisdom as chair of the finance commission. Christine Winslow, our treasurer, has done an outstanding job of tracking our financial resources. Your vestry is committed to continually improving our understanding and oversight of the many financial gifts with which we have been entrusted.

As individual members many of you have been generous in giving. Our annual giving campaign under the leadership of David Brierley and the stewardship commission had strong results. The good news is that our giving to date is up to \$232,000. This is up from \$218,000 last year. We had a total of 125 pledges, including 48 that increased and 14 new pledges.

Our average vestry pledge is \$4,100. This is just one sign of the commitment and support of the core leadership of our church. We hope to continue to live generously throughout this year, growing in giving and stewardship.

Behold who you are, you are salt and you are the light of the world. In so many ways your ministry has been a light to other people. Sometimes a light is most visible in the darkness and we have had some dark moments of transitions this year. Following your generous welcome, we supported the Rev. Rachel Field in her early ministry and through her ordination to the priesthood. Her leave-taking took us all by surprise. And yet you offered generous hearts and supportive offerings of ministry.

In my time here, and even before I arrived staff transitions and challenges have been ever present. The vestry and I are united and committed to moving forward in addressing the challenges within the staff and leadership system. We are hopeful that what we will learn from our consultant, each other, and the community will give us the action plans to move forward. As the rector, I look forward to working with a stable, committed staff that relates well to one another and to our members. I believe it is the staff's role to support the ministry of our members. I am a part of this staff system, of course and I too, look forward to growing and changing in my leadership role.

The vestry and I have learned a lot in the last month and we are gaining perspective on what changes we will need to implement with regard to staffing. We are also identifying great strengths and new opportunities for improving our systems, both the emotional systems and the administrative systems not only in the staff, but in other areas as well. This will take some time. In all this hard work, we have been accompanied and led by a strong, wise and resilient Sr. Warden. Linda Drummond has been a guiding light to the vestry, to our members, and to me. She continues to love God, love this church, and love each of us. She also has the courage to speak the truth in love. This is a powerful combination of gifts.

The good news is that there are many areas of our life we are excited by what the future holds. You can expect your church to pick up on the Renewal Works themes of fostering spiritual practices, engaging the Bible, and deepening our lives in Christ. The Gospel we just heard is a part of the Sermon on the Mount. Jesus with his disciples stepped up and away from the crowds. Here he is teaching his followers about their identity – who they are, what it means to be heirs of the kingdom of God. May we head up that mountain with Jesus to remember who we are and whose we are.

Behold who you are. You are salt and you are the light of the world. These are words of affirmation, blessing, identity. As we go down the mountain and into the year 2017, let us let that light shine, and shine, and shine.

Respectfully submitted,

The Rev'd Jennifer Pedrick

Annual Meeting of the Corporation of St. Mary's

1. Call to order — *The Rev'd Jennifer Pedrick, Rector*
2. Invocation — *The Rev'd Stephanie Shoemaker*
3. Determination of a quorum — *Mattie Gustafson, Clerk*
4. Acceptance of minutes of the 2016 annual meeting of St. Mary's Church
5. Acceptance of annual reports by title as published
6. Thanksgiving for vestry and ministry leaders completing terms, and acknowledging staff and commission chairpersons — *Senior Warden, Ms. Linda Drummond and Jennifer Pedrick*
7. Nominating Committee Report and Elections — *Mr. David Ferkinhoff, Chairperson of the Nominating Committee*
8. Sr. Warden's Report — *Ms. Linda Drummond*
9. Jr. Warden's Report — *Mr. David Monroe*
10. Financial and Investment Report for 2016 — *Christine Winslow, Treasurer*
11. Budget for 2017 — *Christine Winslow*
12. Report of Election Results
13. New Business
14. Closing Prayer and Adjourning — *Jennifer Pedrick*

Minutes from the 2015 Annual Meeting

Sunday, January 31, 2016.

The Rector, the Reverend Jennifer Pedrick, called the meeting to order at 12:04 p.m. in St. George's Chapel and offered an opening prayer.

Mattie Gustafson, Parish Clerk, confirmed that a quorum was present.

All members present had printed copies of the Annual Report booklet for 2015. Murry Edwards made a motion to accept the minutes from the 2014 Annual Meeting; Karen Stevenson seconded the motion. The motion passed.

Paul Westrom made a motion to accept the annual reports as published, excluding the Nominating Committee report and the proposed budget for 2016. Carol Brierley seconded this motion. The motion passed.

Acknowledgement of Ministry

The Rector offered thanks for vestry and ministry leaders including

- Linda Drummond, Senior Warden
- Marshall Lundberg, retiring from the Vestry after many years of service to our parish community,
- Anna Zambrano, for her leadership on the Christian Formation Commission, the Old Parish House asbestos survey, and her service to the Vestry and St. Mary's
- Judy Hall, for her leadership on the Hospitality Commission – an amazing and important service
- Bob and Judy Gessler, who are leaving St. Mary's for points west. Judy was an important member of the Pastoral Care Commission and Bob was "our community gardener" extraordinaire.

Also thanked and acknowledged were all chairs of commissions, vestry members and the Parish staff.

Nominating Committee Report

Anna Zambrano, chair of the Nominating Committee, presented the slate of nominations for the Vestry.

Nominated for the 6 open Vestry positions (three people to serve 3-year terms, one person to serve a 2-year term and two people to serve 1-year terms) were: Chris Barker, Chris Bartlett, Trish Culver, Dave Ferkinhoff, Jenny Williams and Anna Zambrano. Specific terms will be assigned according to the number of votes each nominee receives. Nominations from the floor were solicited. There were none. Dave Monroe moved that nominations be closed, seconded by Bev Hall. The motion to close Vestry nominations was passed.

Nominated as delegates to Diocesan Convention for 2016 were: Harry Gustafson, Mattie Gustafson and David Brierley, with Marshall Lundberg being nominated as an alternate. Nominations from the floor were solicited. There were none. Chris Myers moved that nominations be closed, seconded by Paul Westrom. The motion to close Convention

Delegate nominations was passed.

The Rector requested that one vote be cast for the Diocesan Convention delegates. Carol Brierley so moved, seconded by Chris Bartlett. The motion passed.

Anna Zambrano and members of the Nominating Committee passed out ballots for the Vestry election. The instructions were to choose 5 names for the 6 slots open.

Witness to Renewal

The theme of 2016 going forward at St. Mary's Parish is going to be renewal. To begin thinking and illustrating this theme, four members of St. Mary's gave personal testimony about how being a member of St. Mary's had renewed their lives. Testimony was heard from Mia Bartlett, Jenny Williams, Sara Barker and Priscilla Cousins.

Bev Hall and Michelle Freitas, who will be leading St. Mary's through the *Renewal Works* program, described what *Renewal Works* was and how everyone was being asked to participate, initially by taking an online survey.

Financial Reports

Christine Winslow presented the financial reports contained in the Annual Report booklet. Christine remarked on the fact that the financial year was bracketed by two very important events: the final closing on the Aquidneck Island Land Trust deal, and the sale of the Old Parish House.

She went through the 2014-2015 Financial and Investment Reports, and then presented the proposed 2016 budget. Ted Bierman made a motion that we accept the proposed budget as presented. The motion was seconded by Karen Stevenson. The motion passed unanimously.

Anna Zambrano presented the election results: Chris Barker, Chris Bartlett and Jenny Williams were elected to 3 year terms; Anna Zambrano was elected to a 2 year term; Trish Culver and Dave Ferkinhoff were elected to 1 year terms.

There was no New Business.

Jennifer Pedrick offered a closing prayer and the meeting adjourned at 1:06 p.m.

Respectfully submitted,
Mattie Gustafson
Clerk



Senior Warden's Report

Although we have experienced some significant challenges this past year, our community has accomplished a lot: completion of the Renewal Works program, a successful Fashion Show, a very strong Stewardship Campaign, excellent financial oversight of our budget and we provided scholarships to six students who are members of St. Mary's, to name a few.

There have been many lessons learned from our challenges and we will grow stronger as we go through this transition. With the help of Bishop Knisely and the Canon Reverend Linda Grenz, the Canon to the Ordinary, we created a plan to add the Reverend Stephanie Shoemaker as an Associate, hired a part-time temp to assist in the Parish office and hired a Consultant, the Reverend Dr. William Kondrath, who is looking at our strengths and weaknesses, assessing our systems, and providing coaching and support to our Rector, Wardens and staff during this transition. We prayed that God would guide us through Christmas. And he did. We pulled from deep places of faith and things began to fall into place. Our Vestry is the strongest I have ever seen, with a commitment to move this church forward that is commendable. I am so grateful for their support and leadership.

We have much to do in this year; it will be a year of re-building. We plan to implement the recommendations that came from Renewal Works and a Women's Bible Study has begun. God has a plan for us and we will listen for his guidance, and we will rise up again. I look forward to working with Jennifer, our rector, who has weathered this storm in the most professional and thoughtful way, as well as our Vestry and lay leadership. It is a privilege to stand beside you.

To the Glory of God,

Linda Drummond



Nominating Committee Report

Corporation Officers, Vestry Members, and Delegates to Diocesan Convention

The nominating committee presents the following slate for cooperation offices, vestry members, and delegates to diocesan convention, to be voted on at the annual meeting on Sunday, February 5, 2017.

For clerk to serve a three-year term, Mattie Gustafson.

For treasurer to serve a three-year term, Chris Bartlett.

For vestry (three people to serve 3-year terms, one person to serve a 2-year term, and two people to serve a 1-year term,): Peter Collins, Trish Culver, Steven Downing, Dave Ferkinhoff, Michelle Freitas, and Paul Westrom. Terms will be assigned by the votes received, with those having the highest number of votes being assigned the longest terms.

For Diocesan Convention 2017: Mattie Gustafson, Carol Brierley, David Brierley, and as alternate, Harry Gustafson.

Continuing to serve are officers Linda Drummond, Senior Warden (2018); Dave Monroe, Junior Warden (2018); and vestry members Christian Myers (2018), Chris Barker (2019), and Jenny Williams (2019).

FROM THE CONSTITUTION AND BYLAWS OF ST. MARY'S CHURCH, PORTSMOUTH

Article IV Section 1. Membership. The Members of the Parish shall all be persons who have received the Sacrament of Holy Baptism and who are registered as members of the Parish. The Voting Members of the Parish shall be the rector or minister in charge and all Member communicants of eighteen years and over who are regular worshippers in the Parish church, who for six months preceding the annual meeting have been regular contributors to the support of the Parish, and who are not in arrears in the fulfillment of their pledges to support the Parish.

Finance Commission Report

This Commission meets on a monthly basis to review the financial operations of the Church. The following list includes a summary of the Commission's duties and responsibilities.

William B. Hall, Chair: hallb@salve.edu, (401)477-2312 (cell); (401)341-2132 (work); (401)683-9331 (Home)

Meetings: Monthly on the 3rd Thursday at 4:30 pm

BUDGET PROCESS

- Prepare a budget for each calendar year. The budget process is participatory with each commission requesting its budget for the upcoming year. The process begins in October preceding the new year.
- Review all revenue accounts, including obtaining the pledge income amount from the Stewardship Commission.
- Calculate the required draw from the endowment and communicate to the Investment Committee via the Treasurer once the budget is approved.
- Present the budget via the Treasurer for the Vestry's approval in December preceding the new year.

ONGOING BUDGET MAINTENANCE

- Review the monthly budget to actual reports for accounts over/under budget and examine the deviation from budget.
- Review revenue opportunities and/or expenditure savings, and present via the Treasurer ideas to the Vestry for approval (for example, the Thrift Shop Fashion Show luncheon in the fall of 2016).

2017 ACCOMPLISHMENTS

- Simplified presentation of income accounts (e.g., endowment draw on one line).
- Continued to analyze details of all income and expense accounts to understand amounts recorded.
- Closed the new building fund and simplified the balance sheet of the church (e.g., assets and net assets (equity) with immaterial liabilities).
- Presented an income statement showing a net income from ordinary operations, reporting restricted income (gifts) and related expenditures below the line.
- Established a separate restricted, cash account to maintain and segregate cash received for specific projects until completed.
- Coordinated the internal review of the Church's financial statements in accordance with multiple steps provided by the Diocese.
- Developed a budget model to review two years out from the current year using assumptions to project income and expenses.

Finance Commission

2017 GOALS

- To maximize the use of church assets by parishioners and third parties to enhance its revenue stream.
- To continue to revise and improve financial reporting.
- To support the possible sale of the Oliphant Lane land and report the sale's impact in the Church's financial statements.

Financial and Investment Reports

Pledge Income and Donations: The combined pledge and plate offerings received in 2016 were about \$1,400 above the total received in 2015, and ended the year at about 95% of the projected budget amount. Other donations during the period included:

| | |
|---|---------|
| • Memorial and Flower Donations | \$3,700 |
| • Collation and Coffee Funds Donations | \$1,500 |
| • Clements Market Donations for Food Programs | \$ 600 |
| • Various other | \$2,000 |

Endowment Funds: Total distributions from the endowment funds were approximately \$237,500 and supported the following areas:

| | |
|---------------------------------|-----------|
| • General Programs & Operations | \$103,400 |
| • Churchyard & Grounds | \$ 90,400 |
| • Christian Formation | \$ 5,700 |
| • Church | \$ 10,000 |
| • Tuck Fund Scholarship Awards | \$ 28,000 |

The draw for operations (excluding Tuck Fund awards) represented approximately 5.7% of the average endowment value for 2016. With the sale of the "Old" Parish House in January 2016, the Finance Commission recommended and the Vestry approve the spending of this income (\$50,000 General, \$48,000 Churchyard) rather than draw from the endowment.

The Investment Commission met quarterly with the investment manager (Van Liew Capital) to review investment strategy, holdings, and performance. The balance of cash from the early 2015 sale of land and development rights to the Aquidneck Land Trust was invested gradually over 2015 and 2016 to reduce risk of down markets. After sharp losses to begin 2016, stocks finished the first quarter slightly ahead, and total performance of the account for the year was about 7.74%. Total dividends and

Financial and Investment Reports

capital gain distributions were approximately \$69,000. Net unrealized gains total about \$302,000 at December 31, and realized net gains were about \$136,700.

Other Income: Other Income of about \$48,000 included:

| | 2016 | 2015 |
|----------------------------|-------------|-------------|
| Cemetery Sales | \$ 21,050 | \$ 8,500 |
| Sale of "Old Parish House" | \$98,854 | - |
| Farmland Leases | - | \$ 5,660 |
| Thrift Shop | \$16,986 | \$19,179 |
| Parish House Use | \$18,108 | \$12,665 |
| Fundraisers (net) | \$ 489 | \$ 2,238 |

Expenditures: Expenditures for the year were about \$15,000 below budget with most of that savings in the Personnel line. Buildings and Grounds operating expenses were 23% (28% in 2015) of total operating expenses (excluding Restricted Expenditures) and were very close to the budgeted total of \$148,000. Office and other administrative expenses about 7% (8%), and Outreach, Stewardship, Christian Formation, Music and Worship were 3% (3%). Substantially all 2016 obligations were paid by year-end and the draw from the investment account was held to \$209,500, about 5.7% of the average endowment value for 2016.

2017 Budget Highlights: The budget challenges are much the same for 2017 as they were in prior years: stretching limited resources to provide funding for the wide range of important ministries and the day-to-day programs and operations of our parish. For 2017, the Vestry has approved a budget to include draw from the endowment funds at about 6.6%. This budget holds most expenditures at or below 2016. Pledge income of \$240,000 appears reachable based on projections from the Stewardship Commission. We maintain the dual goals of growing our parish and income and monitoring expenditures, and reducing the draw from endowment.

Annual Review and Parochial Reports: A team of accounting professionals from the parish, William Hall (Chair of the Finance Commission), Michelle Freitas, and Christopher Bartlett formed an "Audit Committee to review the 2015 accounts and bookkeeping records according to procedures promulgated by the Diocese. A "good" audit report and the 2015 annual Parochial Reports were submitted to and accepted by the Diocese. Reports for 2016 are currently in process.

Respectfully submitted,
Christine Winslow, Treasurer

ST. MARY'S CHURCH ANNUAL MEETING TREASURER'S REPORT (Preliminary, 2/5/2017)

GENERAL AND RESTRICTED FUNDS

INCOME STATEMENTS

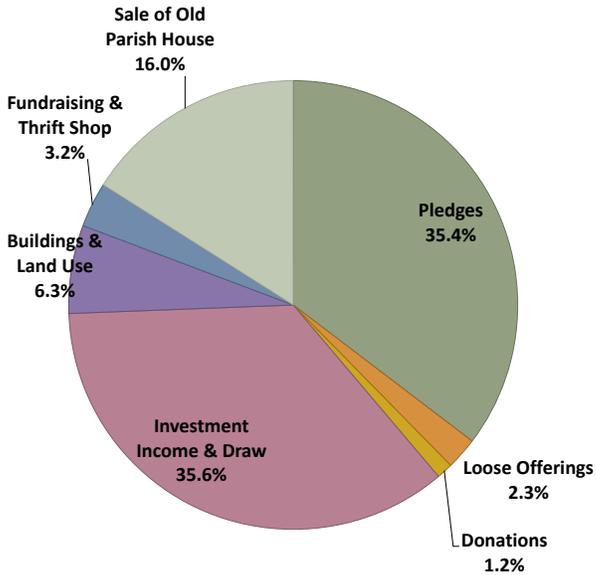
| | <u>Budget 2017</u> | | <u>Budget 2016</u> | | <u>Actual 2016</u> | | <u>Actual 2015</u> | |
|---|------------------------|------|------------------------|------|------------------------|------|------------------------|------|
| Income: | | | | | | | | |
| Pledges | 240,000 | 41% | 230,000 | 35% | 218,124 | 35% | 220,381 | 36% |
| Loose Offerings | 14,500 | 2% | 15,000 | 2% | 14,142 | 2% | 13,649 | 2% |
| Donations | 7,084 | 1% | 11,000 | 2% | 7,217 | 1% | 39,271 | 6% |
| Investment Income & Draw | 266,658 | 45% | 258,193 | 39% | 219,489 | 36% | 295,944 | 48% |
| Buildings & Land Use | 37,052 | 6% | 28,064 | 4% | 39,158 | 6% | 26,824 | 4% |
| Fundraising & Thrift Shop | 25,200 | 4% | 25,000 | 4% | 19,905 | 3% | 23,804 | 4% |
| Sale of Old Parish House | - | 0% | 94,900 | 14% | 98,854 | 16% | - | 0% |
| Total Income | <u>590,494</u> | 100% | <u>662,157</u> | 100% | <u>616,889</u> | 100% | <u>619,873</u> | 100% |
| Expenditures: | | | | | | | | |
| Personnel | 292,842 | 50% | 360,683 | 54% | 348,159 | 54% | 290,112 | 48% |
| Apportionment | 96,272 | 16% | 88,457 | 13% | 87,916 | 14% | 87,560 | 14% |
| Grounds | 71,724 | 12% | 79,740 | 12% | 74,303 | 11% | 79,865 | 13% |
| Buildings & Utilities | 71,085 | 12% | 69,928 | 11% | 73,148 | 11% | 82,885 | 14% |
| Office | 40,686 | 7% | 41,886 | 6% | 44,690 | 7% | 48,524 | 8% |
| Outreach | 4,776 | 1% | 5,300 | 1% | 5,957 | 0.9% | 5,953 | 1% |
| Stewardship, Christian Formation, Music, Worship | 13,109 | 2% | 16,163 | 2% | 14,818 | 2% | 12,943 | 2% |
| Total Expenditures | <u>590,494</u> | 100% | <u>662,157</u> | 100% | <u>648,991</u> | 100% | <u>607,842</u> | 100% |
| Net Operating Excess (Deficit) | <u>-</u> | | <u>-</u> | | <u>(32,102)</u> | | <u>12,031</u> | |
| Restricted Donations | | | | | 123,451 | | 28,057 | |
| Restricted Expenditures | | | | | 73,238 | | 28,057 | |
| Carryforward to 2017 | | | | | <u>50,213</u> | | <u>-</u> | |

BALANCE SHEETS

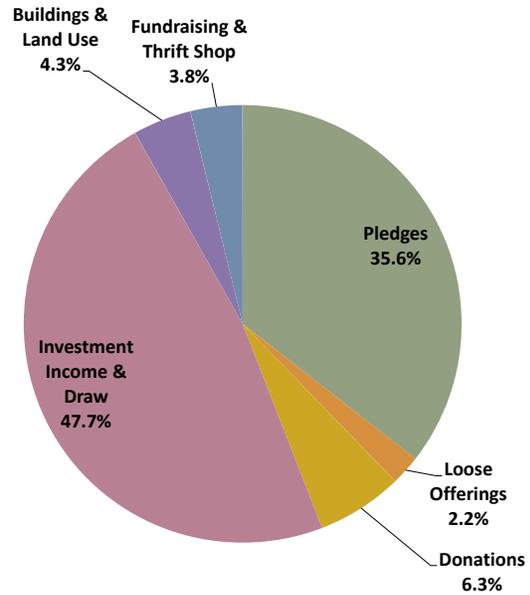
| | <u>12/31/2016</u> | <u>12/31/2015</u> | <u>PLEDGE HISTORY</u> | | | | |
|--|-------------------|-------------------|------------------------------|----------------|-----------------|-----------|----------|
| Assets: | | | | Pledged | Received | | |
| | | | | \$ | # | \$ | % |
| Cash in Bank - Unrestricted | 7,601 | 36,778 | | | | | |
| Cash in Bank - Restricted | 28,300 | - | | | | | |
| Investments - Endowment | 3,482,618 | 3,464,760 | 2017 | 232,138 | 126 | | |
| Investments - Restricted Cash | 20,100 | 23,864 | 2016 | 220,372 | 125 | 218,124 | 99% |
| Diocesan Investment Trust | 213,761 | 219,572 | 2015 | 227,156 | 133 | 220,381 | 97% |
| Tuck Education Loans | - | - | 2014 | 197,921 | 134 | 202,510 | 102% |
| Loan to New Building Fund | - | - | 2013 | 240,221 | 153 | 226,479 | 94% |
| Total Assets | <u>3,752,380</u> | <u>3,744,974</u> | 2012 | 249,374 | 160 | 238,555 | 96% |
| | | | 2011 | 237,700 | 158 | 239,196 | 101% |
| | | | 2010 | 258,250 | 174 | 248,400 | 96% |
| Liabilities: | | | | | | | |
| Funds Deferred to Next Year | 50,213 | 37,272 | | | | | |
| Fund Balances: | | | | | | | |
| Unrestricted | 2,268,074 | 2,273,667 | | | | | |
| Temporarily Restricted | 1,143,100 | 1,143,042 | | | | | |
| Permanently Restricted | 290,993 | 290,993 | | | | | |
| Total Liabilities & Fund Balances | <u>3,752,380</u> | <u>3,744,974</u> | | | | | |

2016 AND 2015 INCOME AND EXPENSE COMPARISON

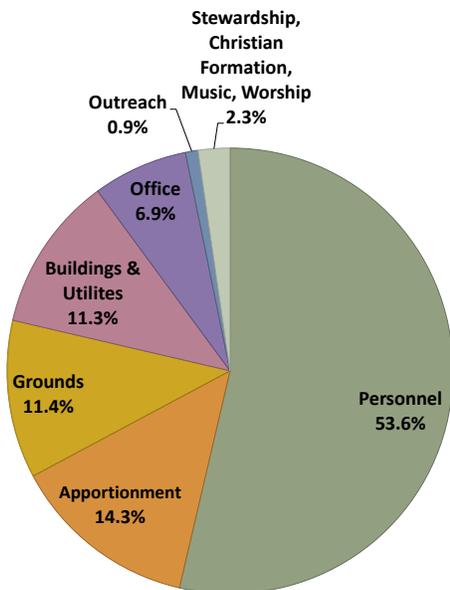
2016 Actual Income



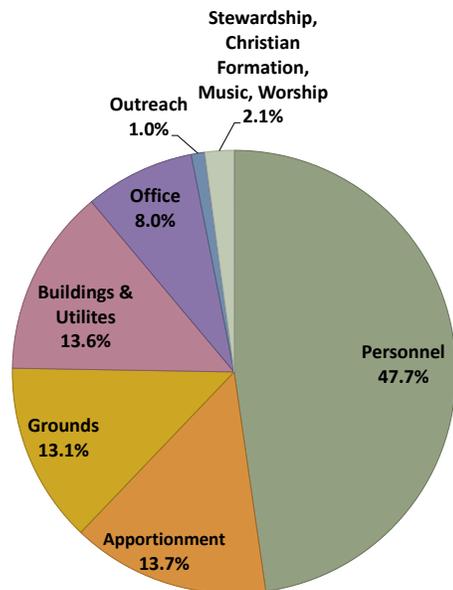
2015 Actual Income



2016 Actual Expenses



2015 Actual Expenses



ST. MARY'S CHURCH ANNUAL MEETING TREASURER'S REPORT (Preliminary 2/5/2017)

RESTRICTED FUNDS

| <u>INCOME AND EXPENDITURES</u> | <u>2016</u> | <u>2015</u> |
|---|----------------------|---------------------|
| Donations: | | |
| Altar Guild | 2,212 | 3,389 |
| Churchyard & Grounds | 30,663 | |
| Community Garden | - | 288 |
| Food Programs & Soup Kitchen | - | 1,428 |
| Gibbs House | - | 7,271 |
| Grounds & Parking Lots | - | 40,030 |
| Historic Church | 17,400 | - |
| New Parish House | 11,821 | 2,610 |
| Other | 2,500 | 8,239 |
| Rector's Discretionary Funds | 4,879 | 4,461 |
| Stained Glass Windows | 32,902 | - |
| Tuck Fund | 20,000 | 8,000 |
| Youth Programs | 1,074 | 1,074 |
| | <u>123,451</u> | <u>76,790</u> |
| Expenditures: | | |
| Churchyard & Grounds | 9,500 | - |
| Community Garden | - | 288 |
| Food Programs & Soup Kitchen | - | 1,428 |
| Gibbs House | - | 7,271 |
| Grounds & Parking Lots | - | 40,030 |
| Historic Church | 6,513 | - |
| New Parish House | - | 2,610 |
| Other | 300 | 8,239 |
| Rector's Discretionary Funds | 4,779 | 4,461 |
| Stained Glass Windows | 32,146 | - |
| Tuck Scholarship Awards | 20,000 | 8,000 |
| | <u>73,238</u> | <u>72,327</u> |
| Net Restricted Donations less Expenditures | <u><u>50,213</u></u> | <u><u>4,463</u></u> |

Sarah Gibbs Trust

On November 12, 2015, the trustees met to discuss the proposed sale of the old parish house land and building. A resolution was approved in favor of selling the property with no easements or other contingencies. A subsequent meeting was held on January 15, 2016, at which the trustees voted unanimously to approve the sale, which was completed on January 20, 2016.

Paul Westrom was appointed by the vestry to fulfill the remaining term of Amanda Verrastro.

On December 20, 2016, a meeting of all trustees was held to consider a matter of common interest brought forward by Jim Farrar, the purchaser of the old parish house. The matter was tabled pending further information. At the same meeting, it was voted to renew the annual lease with Aquidneck Farm for use of the hayfield in 2017, and Paul Westrom was elected Secretary.

Respectfully submitted,
Jeff Belden, Chair (ind. 2018)
V. James Vanicek (ind. 2017)
Jenny Matteson Swider (ind. 2016)
Christian Myers, Vice Chair (vestry 2018)
Paul Westrom, Secretary (vestry 2016)



Christian Formation Commission

Nursery

The nursery is available most Sundays from September through May, with the average attendance being one to three children. The nursery is currently staffed by three safe-church trained caregivers. We are going to be searching for one more caregiver in the coming months.

Jennie Nestlerode: jenniescooking@gmail.com, (401) 871-3296

Godly Play

We have 6 trained storytellers and door persons. Windy Key, Heather Vye, Andrea Creaney, Marjory Pomelek, Leigh Knapman and Paul Westrom. We have an additional parishioner, Allie Gray that is working on Safe Church and Godly Play training. We have had 10 to 12 children attend Godly Play this year but not all at the same time. Our usual before Christmas attendance was 3 to 4. Since Christmas, we have had 1 child total in 4 classes. The church would love to see your kids in Sunday School!

Paul Westrom: pwestrom@neit.edu, (401) 595-9629

Youth Class

Youth Class this year is led by Anna Kane, Lisa Lyons, and Bill Geasey. This weekly class is open to all Youth in grades 5-9 and uses a new curriculum called "Echo the Story". We have a current enrollment of 10 and an average weekly attendance of 3. Events have included Baking Cookies for the Soup Kitchen and Baking Dog Biscuits for the Blessing of the Animals.

Anna Kane: maeanna@gmail.com, (401) 447-4640



Christian Formation Commission

Women's Spirituality Ministry

Occasional day-long or evening retreats;
periodic planning meetings

Linda Drummond and Claire Hebert are the planners for this ministry; they meet regularly to plan retreats, pray together, and look for opportunities for this ministry to grow. We held two retreats in 2016.

The first, "Bread for the Soul, Nourishing Ourselves," was held on Saturday, July 30th, from 10:00am to 1:00pm. We gathered in St. George's Chapel for a short time of prayer and reflection on the ministry of making altar bread for our community worship. We were invited to be prayerfully aware that the work of our hands would nourish each of us as well as those who worship in our parish. The ten of us then moved into the kitchen to prepare the batter, shape the loaves, and set them to bake. When they were baked and cooling, we returned to the chapel where Jennifer led a eucharistic celebration with the altar bread we each had helped to make.

Our second offering was an Advent candlelight retreat, "The Gifts of Advent," held on December 1st from 6:30-8:30pm. Claire presented reflections on the gifts of Advent: the call to wait, watch, and prepare; the rituals and music; the start of a new liturgical year.....the sameness of the season is a gift. We, however, come to it as different people each year; the joys and sorrows of our life shape how we 'wait, watch, and prepare' anew for the coming of Emmanuel, God with us, just as we are.

Linda presented reflections on "The Gift of Being Present," to those around us as well as those who need the gift of our presence, prayer, and caring. Participants then had time for quiet reflection on ways they may be 'present' in this season of giving.

We concluded with a time to experience "The Gift of Stillness." The gift of shared silence became for us the one of the sacred "graces of the evening."

A significant goal of our ministry in offering retreats for women is to provide a quiet space for prayer and reflection in community as we ponder the guidance of the Spirit in our lives. We share these sacred times with women from several different churches and age groups. Each of them is a gift to our ministry and we are strengthened by their presence.

Linda Drummond: lcdrummond1@verizon.net, (401) 529-4730

Christian Formation Commission

Men's Bible Study

Every other Saturday. 8:30 am — 10:00 am

We have 8 or 9 men that regularly attend. We meet every other Saturday at 830 for coffee and we start the study at 9 and end at 10am. We use a product called the Wired Word. It gives two current event stories of the week and how the Bible and Christianity relates to those stories. We used that all last year and the men decided to keep using it this year.

Paul Westrom: pwestrom@neit.edu, (401) 595-9629



Hospitality Commission

The Hospitality Commission works with members of the parish community to coordinate regular Sunday morning coffee hour, collations, and other special events where members and guests may gather to share a meal, enjoy old friends, and make new ones.

2016 Accomplishments

- Coordinated the annual meeting luncheon for 100 people. Served soup and bread while the parishioners provided salad and dessert.
- Coordinated the harvest weekend luncheon for 100 people with a chili cook off
- Planned a good -bye party for Gabe Giella
- Planned an outdoor BBQ , welcome party, and ordination reception for Rachel Field
- Fashion show collaboration with MLKCC and St. Mary's organized by Judy Hall
- Continued the Sunday coffee hour scheduling for the year.

2017 Goals

- Encourage other members to get involved in hospitality and establish a larger team
- Encourage everyone to wear there name tag and continue to develop our process of welcoming visitors and incorporating new members into the parish
- Create a new summer coffee hour schedule

Sara Barker, Chair: sara@floortimestudios.com, (401) 849-5678

Sara Barker, Sunday Morning Coffee Hour

Judy Hall, Special Events: woofer64@yahoo.com, (401) 924-4252



Outreach Commission

The Outreach Commission's purpose is three-fold: to champion existing outreach initiatives, to encourage leadership to take on new outreach initiatives, and to arrange for distribution of funds St. Mary's pledges to outreach. Our overarching goal is to enable St. Mary's to live out the Second Commandment, "to love thy neighbor as thyself," to the fullest.

Several of the highlights of the year were supporting a container for the Nicaragua Project and a Fall Fashion Show and luncheon. St. Mary's provided items from members and the Thrift Shop and \$500 for a shipping container to help St. Barnabas send items to the poor in Nicaragua. Also, Katy Hood presented to the adults and youth compelling reasons for this project. The Fall Fashion Show and Luncheon featured clothing from the Thrift Shop and models from St. Mary's, the Dr. Martin Luther King, Jr., Community Center, and Portsmouth celebrities. Under the able leadership of Vanessa Allen, Priscilla Cousens, and Judy Hall the fashion show was a wonderful testimony to St. Mary's relationship to the broader community on Aquidneck Island.

As of December 31, Murry Edwards resigned as chair, *pro tem*, and the commission needs a chair.

Meetings: Monthly on the 1st Tuesday, 7 pm.

Clements' Receipts

Thank you Clements' shoppers! Did you know that Clements' Market supports scores of local charities on Aquidneck Island, St. Mary's among them, through its Friends' Fund? We collect Clements' purchase receipts and return them to the market for a 1% donation to St. Mary's. We have been participating in Clements' generous program for many years. Parishioners like you and me deposit our Clements' receipts in the designated boxes in either the church entrance or the parish house lobby. The receipts are collected periodically, tallied and turned into the market in \$10,000 bundles. The market donates \$100 to us for every \$10,000 we collect in receipts. In 2016 we received \$500.17 for our participation. If you are a Clements' shopper won't you please join us by depositing your receipts in the church or parish house? Our rewards go to support our Soup Kitchen expenses.

Marcia Monroe: marcia.m.monroe@gmail.com, (401)929 35-5929

Outreach Commission

The Dr. Martin Luther King, Jr., Community Center including Food Drive and Christmas Giving Tree

In 2016 the Outreach Commission

- Provided \$250 in food to the MLKCC Food Pantry with a \$250 match from the rector's discretionary fund.
- Donated 5557 pounds of food to the MLKCC Food Pantry with 5084 pounds of nonperishable items and 473 pounds of fresh produce from the St. Mary's Community Garden and parishioners' gardens.
- Supported the MLKCC with the Christmas Giving Free, a signature outreach program, by giving over 120 toys along with rolls of wrapping paper, tape and bows to the children and families at the MLKCC.
- Hosted a luncheon and fashion show that had a committee of 15 for planning, approximately 90 attendees, and benefited the MLKCC and St. Mary's. St. Mary's gave \$892.15 to the MLKCC from the event.

Donna and Dave Goodrich, MLKCC Liaisons: mrsgoodie@earthlink.net, (401) 683-4048

Judy Hall, Christmas Giving Tree: woofer64@yahoo.com, (401) 924-4252

Jon Edwards, Food Pantry Drive: navyjonedwards@gmail.com, (401) 633-2052

St. Mary's Community Garden

In 2016 Community Garden continued the tradition of providing fresh produce to the Dr. Martin Luther King Community Center (MLKCC) food pantry. Approximately 550 pounds of fresh produce was delivered to the food pantry. New this year was the addition of community plot rentals. Some plot owners contributed to the MLKCC as well. The garden tradition of supporting the pastoral care ministry and our church community with fresh cut flowers from the picking garden continued. In November, Cranberry-Rhubarb Chutney, which included community garden and parishioners' rhubarb, was made, canned and sold to support the American Friends of the Episcopal Diocese of Jerusalem.

Elise LaParle Garcia: elise123@cox.net,

Outreach Commission

St. Mary's Soup Kitchen

Monthly on the 2nd Thursday

One of our oldest ministries our soup kitchen reaches back generations in its origin. We are part of Aquidneck Island's soup kitchen network which serves nutritious meals nearly every night of the week somewhere in Newport. We present an exquisite hot meatloaf dinner with all the fixings the second Thursday of every month at St. Paul's United Methodist Church on Marlborough St. in Newport. More than 50 parishioners participate every month making meatloaf, baking desserts, shopping, cooking serving, cleaning or just visiting with our guests that normally number 60 or more hungry souls. We often welcome community support from of labors of love. You are cordially invited to participate.

Dave Monroe: david.r.monroe@hotmail.com, (401) 225-5494

nursery school children baking goodies to high school and college students donating a variety

Thrift Shop

Open Wednesdays and Saturdays, 10 am to 1 pm

St. Mary's Thrift Shop, which operates in Gibbs House, offers a wide variety of affordable clothing and household items. Our shop is very mindful of St. Mary's Outreach program, the focus of which is to reach out with compassion to those in need.

Major accomplishments for 2016 included

- 1192 volunteer hours from the Maher Center.
- donating clothing to an elementary school, a group home, the Martin Luther King, Jr. Community Center, and gift certificates to individuals.
- hosting a fall fashion show and luncheon to benefit St. Mary's and the Martin Luther King, Jr. Community Center under the leadership of Vanessa Allen, Priscilla Cousins, and Judy Hall.
- building upgrades and repairs that included installation of new energy efficient windows, painted trim, and replacement of a heating control board.
- donating 25 bags of clothing and goods to the Nicaragua project.



St. Mary's Vital Statistics

Baptisms: 5

Confirmations: 13

Reception: 1

Deaths of Members: 6

New Members: 18

Weddings: 2

Burials in SMC Churchyard: 15

Pastoral Care Commission

Under the executive guidance of the Reverend Jennifer Pedrick, the Pastoral Care Commission nurtures and advocates parish activities that focus on providing physical, emotional, and spiritual support, especially during times of uncertainty, difficulty and pain.

Pauline Davis, Chair: ppdavis44@gmail.com, (401) 363-1475

Meetings: Monthly on the 4th Thursday, 11:00 am

2016 Accomplishments

- Established regular monthly meetings
- Had 3 parishioners complete Lay Eucharistic Visitor (LEV) training to take communion directly from the altar into members' homes, providing shut-ins with a sense of connection.
- Hosted a 5-week Lenten series on important end-of-life conversations with presentations by St. Mary's members and others involved in hospice, nursing home care, spiritual care, and funeral planning
- Started two new ministries — a meal ministry and a card writing ministry

2017 Goals

- Growing parish participation in pastoral care ministries including the diocesan LEV training

Card Ministry

This ministry is a new project based on a traditional model, the offering of empathy and spiritual support by sending handwritten personalized note cards. Jennifer, as rector of St. Mary's, has been giving Pauline Davis, chair of pastoral care, names of parishioners who might benefit from receiving cards and Pauline has been passing the names on to me, now chair of this new card ministry.

For the most part, the twenty-some cards already sent have expressed a short message of prayerful sympathy for an illness or operation or the death of a loved one. Some other cards have been sent to acknowledge and celebrate happy occasions, a birthday, graduation, or an honor received. All messages have been signed "St. Mary's Church Pastoral Care Commission."

The cover page of each notecard suggests the written message inside, typically by a Biblical reference or by an artistic image of nature. Sold at retail, appropriate cards purchased individually cost \$5.00 or more. Thankfully, we have received donations of cards from parishioners. Also, there are sales of boxed cards from sources such as museums.

In the future, I hope some of the cover pages of our cards will be created by artists and photographers within the parish, perhaps also by a Sunday School class. New ideas and participants in this new ministry are welcomed.

Connie Dealy: cfdealy@gmail.com

Pastoral Care Commission

Collations

A collation is a reception and light meal organized, prepared, and served by members of the parish following a funeral or memorial service held at St. Mary's. In 2016 seven collations were held.

Susan Kelchner: jkelchner@cox.net, (401) 683-9745

Food Gift Cards

Easter and Thanksgiving gift cards are given to members of St. Mary's who ask for assistance during these seasons. We provided \$50 gift cards, thereby alleviating the need to know food allergies and allowing families to purchase what they liked. The gift cards were sent in time for the families to shop for their holiday meals.

Dave and Marilyn Ferkinhoff: dave_fe@cox.net, (401) 848-9699

Meal Ministry

Meals were prepared in 2016 for approximately 5 families who were having such life experiences as illness or welcoming a new baby or a new staff member to St. Mary's. Claire and Melanie Williams and Anne Gizzi spent a day preparing meals ahead to have on hand.





Prayer Shawl Ministry

Wednesdays at 10 am

We knit, crochet, quilt, needlepoint, or simply visit and enjoy each other's company and support. Members work on projects for our parish and local communities and friends near and far. Several members also work on projects at home.

2016 projects included:

- 61 adult and 3 children's prayer shawls
- 4 baptismal blankets
- 5 lap robes and 4 baby blankets
- 171 prayer patches
- 12 hat/scarf sets for the Seaman's Church Institute
- 4 baby blankets, 47 pairs of mittens, and 41 hats for the MLK Center
- 2 hat/scarf sets for the soup kitchen
- 3 pairs of mittens and 3 hats for a local family

Jeanne Derrah: jeannederrah@gmail.com, (401)-847-5747

Property Commission

The Property Commission manages the maintenance, repair and renovation of St. Mary's buildings and grounds.

David Monroe is the Chairman. David.r.monroe@hotmail.com, 401-225-5494

Meetings: Periodically as needed and as members are available.

LEADERSHIP

Current point people for specific campus areas are:

Churchyard & Grounds – Debby Timby debtimby@cox.net 401-847-877841 and Bob Vergnani rjvergnani@gmail.com 401-683-0736

Church – Marilyn Curtis m.curtis@cox.net 401-816-5315 and Susan Kelchner jkelchner@cox.net 401-683-9745

Rectory – Christian Myers cwmyers@cox.net 401-683-0399

Parish House – Ted Bierman tbierman@cox.net 401-847-9162 and Marshall Lundberg libertyhound@cox.net 401-683-1192

Gibbs House – Paul Westrom – pwestrom@neit.edu 401-595-0629

Campus technology – David Ferkinhoff Dave-fe@cox.net 401-848-9699

Storage Garage – TBD

2016 ACCOMPLISHMENTS

- Through the generosity of an anonymous donors :
 - Restored the four-south facing church sanctuary stained glass windows.
 - Engaged an historic restoration architecture firm to analyze the declining condition of the church roof, wall, and interior.
 - Restored the south west corner of the grounds removing the soil mound left from the parish house construction and removing boarder brush.
 - Began restoration of the Bridal Path.
- Replaced the failed rectory hot water heater under warranty
- Restored 22 overturned or damaged gravestones
- Closed on the sale of the old parish house to James Farrar.
- Developed a campus wide Maintenance Management Database.
- Developed a prioritized campus Deferred or Near Term Maintenance Priority List.
- A huge thank you to all who participated in this year's Harvest Sunday!

2017 GOALS

- **PREEMINENT PRIORITY**

Church Restoration – Our church roof is 70 to 150 years old, and appears to be in very poor condition with many broken, loose and missing slate. All areas of the roof have traces of numerous repairs. The existing slate and in particular the nail fasteners have reached the end of their useful life. Their failure might result in interior leaks at any time. The extremely poor condition of slate requires immediate attention and urgent replacement.

The existing copper flashing and gutters are in fair to poor condition. The flashing along the gutters, valleys and gable walls requires urgent replacement

The underground drain should be investigated and repaired as needed.

Chimney and wall sky-facing mortar joints are cracked and eroded in many places. These should be cut and repointed, and surface sealed or lead capped to prevent water infiltration. Chipped and broken stone should be patched to prevent water infiltration.

Preliminary cost estimates for the various preservation treatments needed for the church exterior exceed \$330,000 including replacement of the slate roof. Less costly synthetic materials are an alternative but we feel it important to restore and preserve our historic building rather than taking a cheaper alternative approach.

We envision applying for designation of our church in the US Registry of Historic Places a move that will enable us to apply for diverse charitable grants while still allowing us great flexibility in how we use, maintain and preserve our property.

Populate our new Maintenance Management Database



Stewardship Commission

The Stewardship Commission is dedicated to a year-round program of communication, formation, and education about the stewardship ministry of St. Mary's Episcopal Church. Stewardship is about recognizing the abundance we have received from God and joyfully giving of our talent, time, and money. At the heart of stewardship is a call to deepen our relationship with God through giving and to thoughtfully pray about the questions: What has God given me, and What can I give back to God to make a difference in my church?

David Brierley, Chair: dave@galaxia.com, (401) 862-9634
Meetings: Monthly on the 1st Wednesday, 4:00 PM

2016 ACCOMPLISHMENTS

I would like to thank Claire Hebert, Harry Gustafson, Jason Kane, and Lauren Lema for serving as faithful members of this important commission, and the Reverend Jennifer Pedrick for her wise counsel and oversight.

- Developed annual giving campaign based on the theme "Living Generously".
- Established a four week speaker series with members of the parish sharing their faith journeys and what stewardship means to them.
- Offered an adult education forum based on the theme of "Living Generously" and related bible readings for each week.
- Led annual giving campaign by sending out several mailings, tracking and acknowledging pledges from members, and developing a follow-up plan.
- Formulated the idea for the Ministry Fair and participated in making it a success.
- Assisted in the planning and execution of Harvest Weekend.
- Created and collected the time & talent cards which members were asked to fill out this past fall. These cards are being used to create a database of members gifts for future reference.

2017 GOAL

- Make gratitude and giving a more consistent part of our parish conversation and communication.



Stewardship Commission

What our numbers tell us . . .

| | Number | Amount | Portion of total | Impact on budget | 2016 |
|-------------------------------|--------|--------------|------------------|------------------|-------------|
| New pledges | 14 | \$11,720 | 5% | \$11,720 | |
| Increased pledges | 48 | \$110,473 | 48% | \$23,975 | \$86,498.04 |
| Pledges staying the same | 53 | \$91,270 | 39% | \$0 | |
| Decreased pledges | 10 | \$18,640 | 8% | -\$6,350 | \$24,990.00 |
| Non-renewing pledges | 0 | \$0 | 0% | \$0 | |
| Outstanding potential pledges | 13 | \$14,600 | | | |
| Total as of Jan 25 | 125 | \$232,103.00 | 100.00% | | |
| Average 2016 pledge | | \$1,835 | | | |
| Average 2017 pledge | | \$1,857 | | | |
| Average vestry pledge | | \$4,100 | | | |



Worship Commission

The Worship Commission includes a coordinator from the altar guild, acolytes, choir, greeters, lectors, and Lay Eucharistic Ministers, as well as the rector and key parish leaders. The commission oversees, sets goals, and plans for all worship services at St. Mary's with the stated purpose of strengthening the worship experience at each of the services, inviting people to serve in worship, and increasing involvement in the parish.

Meetings: Monthly on the 1st Wednesday, 1:30 pm

Acolytes

Service in rotation at Sunday and other services. Meet as needed for training (usually twice per year).

Acolytes assist the priests and deacons performing their duties during the service. Duties may vary by service and depend on the number of acolytes present. Accomplishments of note for 2016 include that several new acolytes (both adults and teens) were trained and entered in the rota. It is a joy watching new acolytes as they gain experience. Acolytes fill an important role, and we are grateful for having them.

Dave Ferkinhoff: dave-fe@cox.net, (401) 848-9699



Worship Commission

Altar Guild

The mission of the altar guild is to prepare the altar for all services held in the church and St. George's Chapel.

The guild's work consisted of polishing silver and brass, marking readings, laundering linens, arranging flowers for the altar, and delivering flowers after the Sunday services to the sick and shut-ins.

Major accomplishments for 2016 included

- keeping the sacristy in both the church and chapel stocked with communion wafers, wine, candles, and clean linens.
- purchasing linens for home communion kits.
- decorating the church and chapel for Easter and Christmas.
- delivering flowers to the sick and shut-ins and to those celebrating special occasions.

Thank you to Ed Gosling, Dave Ferkinhoff, and Dave Monroe for helping fix several mechanical problems, and especially to Joanne Gracia, altar guild member, who decorated the church windows for fall, Advent, and Christmas.

Our goal for 2017 is to recruit new members (male and/or female) and train these new members in this rewarding work.

Millie Cozzens: sandyandmillie@aol.com, (401) 847-4177

Greeters

No regular meetings. Training as may be required.

In 2016 some greeters from 2015 ended their greeter duties, and a few new greeters were added to our greeter pool. The greeters have been essential in assisting people in all services, new members, visitors and old members by offering hospitality, information, and welcome to everyone at all of our services. In 2016 the greeters served in the 3 services and all special services such as all Easter and Christmas services. Greeters have been willing and able to assist at funerals, by offering hospitality to mourners, and at weddings by offering information and guidance. The greeters did an outstanding job in 2016 in their willingness to assist and serve.

In 2017 the goal is to recruit some new greeters to assist in this important and essential ministry. New greeters will have training, at a date to be determined, if deemed necessary by the Rector.

Lauren Lema: gwb20041@aol.com

Worship Commission

Lay Eucharistic Ministers

No regular meetings. Training as may be required.

STATEMENT OF PURPOSE

- Assist the clergy as may be required at the Eucharist
- Administer the chalice at the Eucharist

2016 ACTIVITIES

- Provided training for current LEMs and newcomers to the ministry
- Assisted at all regularly scheduled services
- Assisted at special services as requested (funerals, weddings)
- Participated in the planning of regular and special services and events.
- Developed scheduling process to provide long lead-time schedule development to minimize disruption for LEMs and the church alike.

2017 GOALS

- Recruit new LEMs to the ministry, especially for the 5:00 service which currently has only two LEMs.
- Sustain the high level of positive responses for special services.

Marshall Lundberg: libertyhound@cox.net, (401) 683-1192

Lectors

Serve in rotation at Sunday and other services as requested. Meet as needed for training.

Lectors read the scriptures and prayers aloud during worship, clearly proclaiming God's Word to the congregation and leading the prayers of the people.

2016 Accomplishments

- Welcomed Bella DeAngelo, Dawn Ryan, and Rayna Lombardo as Lectors for the 10:30 am service.
- Provided multiple lectors for Holy Week, All Saint's Day, Thanksgiving Day, Christmas Day, and Lessons and Carols services.

In 2017, we have four goals:

- To recruit one new lector for the 5pm and 8 am services; additional Lectors for 10:30 am are welcomed.
- To provide training as requested or as needed.
- To continue to engage the congregation by reading the Word of God aloud clearly.
- To provide lectors as needed for special services.

Stacy Mello: sam102069@aol.com, (401) 524-8730

Worship Commission

Music

Thursdays at 7pm, Sundays at 8 am, and as needed

The music program seeks to enrich worship and glorify God through our members' carried musical gifts.

Karin Larsen is our Music Director, providing music at the 8 a.m. service,; planning for the 8 a.m. , 10:30 a.m., and special services; and organizing occasional concerts in the chapel. Under her direction, a small choir leads the 8 a.m. service and sings anthems approximately once a month. Guest musicians Benjamin Larsen, cello, and Arilyn Mitchell, harp, enhanced our Christmas Eve worship. A special thank-you goes to Marilyn Hambly for all of her music leadership at the 10:30 a.m. service.

Major accomplishments for 2016 included

- organizing the 8:00 choir to sing anthems monthly and at special services.
- organizing and holding a music enrichment workshop with Fran McKendree.
- organizing a combined choir for the ordination of Rachel Field.
- finding and purchasing additional service music resource books.
- presenting 2 Chapel Chamber Music concerts.

The goals for 2017 are to

- offer more concerts.
- encourage more parish oner involvement in music leadership.
- find and introduce appropriate, accessible music to enrich our worship.

Karin Larsen, Music Director: karin@smcportsmouth.org, (401) 846-9700, ext. 104

