

**St. John's Episcopal Church**  
**Annual Meeting Agenda and Reports**  
**January 31, 2021**

**Annual Meeting Agenda**

Meeting Called to Order by Sandy Winger, Senior Warden  
Opening Prayer—The Rev. Dr. Laurence K. Packard, Supply/Supply Plus+ Minister  
The Minutes from the Annual Meeting of 2020 were approved at the January 19 Vestry Meeting

Financial:

Treasurer's Report for 2020—How did we finish the year? (Peter Olivere, Treasurer)  
Stewardship Report from 2020 that shaped the 2021 Budget (Dave Dunlap, Stewardship Chair)  
Budget Report for 2021 (Peter Olivere, Treasurer)

Committee Reports

Sr. Warden— Sandy Winger  
Worship—Rev. Larry Packard (Supply Priest)  
Music—Lynn Robinson (Minister of Music)  
Regathering—Bill Pritchard  
Profile—Lisa Pope  
Buildings and Grounds—Sandy Winger  
Outreach—Faye Pritchard  
Any other reports or information

Questions & Answers

(The floor will be open for your questions and some brief answers. We may need to find time off-line to find some information and give a fuller response.)

The Meeting is closed with Prayer

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**Minutes from the Annual Meeting 2020: Faith for the Future**

The St. John's community looked back at 2019 and prepared the foundation for 2020 at its Annual Meeting on Sunday, February 2.

Rector Ann Barker opened the meeting with prayer. This was followed by highlights from 2019, beginning with the worship services at St. John's. "Our worship together inspires and renews us to do God's work in our daily lives," said Rev. Ann. The church held its ninth Maundy Thursday loaves and fishes service and a joyous Easter celebration with 94 in attendance, the largest in years. A fun Easter egg hunt for the children was held after the service. An outdoor service in September on the church lawn celebrated God amidst the splendor of his creation. The Advent wreath lighting liturgy continued to remind the congregation of the faith, hope, joy, and love that abound while awaiting the coming of the Christ Child. Christmas services were inspiring and beautiful, drawing 71 people. The popular Lessons and Carols service followed on the Sunday after Christmas.

St. John's once again held the Blessing of the Animals service at the church and also blessed dogs at the Shirlington Dog Park. The church also offered Ashes to Go at the Ballston Metro station on Ash Wednesday, drawing the greatest participation to date. "In 2020, as you deemed important in our fall congregational

event, we will try for variety. We will use different liturgies periodically and learn a new Gloria. We will also try to keep the services lively, as you requested in your surveys,” said Rev. Ann

This year Jonathan Muehlke served as the family programs director. He prepared and taught Sunday School for the children and coordinated an inspirational Christmas pageant.

In 2019, St. John’s continued its outreach activities. These activities encompassed donating food to the Arlington Food Assistance Center (AFAC), preparing and bagging lunches for the Bailey’s Crossroads Shelter, and participating in the Salvation Army’s Angel Tree Project. The congregation also continued its program of bagging food at AFAC once a month and donated supplies to Carlin Springs and Campbell elementary schools for the fourth year in a row. During Lent, the church participated in Region 3’s Rise Against Hunger project through monetary donations and volunteer time. Volunteers helped package 15,000 meals in about two hours to be sent anywhere in the world where there is food insecurity. St. John’s also worked with Cristo Rey on a project sponsored by Trinity Church that involved filling backpacks for foster children.

Parish life continues to draw the community together. A game night was held each month except December, including popular bingo nights with Cristo Rey in May and November.

The annual Shrove Tuesday pancake supper in February (led by the men of the church and coordinated by Bill Thomson) and Spring Tea in May brought in the community and raised much needed funds. Organized by Diane Henderson, Lisa Pope, and Lynn Robinson, the tea had its largest attendance ever. St. John’s once again held a festive Thanksgiving potluck in November with Cristo Rey. The church also sold hot dogs and beverages on Glencarlyn Day per its tradition, with Jeff Aitken serving as coordinator. Glencarlyn Day efforts expanded in 2019 to include a children’s book giveaway at the library, organized by Debbie Carter, and the opportunity to ring the church bell for a minimal donation. The St. John’s family enjoyed the waning days of autumn by going to play miniature golf. Fall also brought the annual retreat to Shrine Mont, which drew 12 parishioners and guests to enjoy a weekend of relaxing and experiencing God in nature. Debbie Carter coordinated the retreat and Rev. Ann, Diane Henderson, and Faye Pritchard led the program.

Adult Formation in 2019 included a Lenten study called “God’s Messy People.” Seminarian Chip Russell offered a class on the daily offices in the *Book of Common Prayer* and another class on the Holy Eucharist. Sunday Seminar participants also read the book *The Reason for God* and did an Advent study on “Not Another Silent Night.”

In March Christopher Archambault and Justin Kenner were married at St. John’s with much rejoicing. St. John’s also celebrated the wedding of Lisa Broida and Russell Ingram in November. St. John’s welcomed Richard Henry to the congregation, as well as the Paguada family: Jennifer, Jack, Ashley, Madeline, and their au pair Esther Chantaka. The church family mourned the passing of Charlotte Bovender and Bill Thomson.

Chip Russell served as seminarian this year. His educational offerings were instructional and thought provoking. He also provided a listening ear for many parishioners. Following Chip’s last day with St. John’s on December 8, he was ordained a deacon on December 12.

In July, a Seventh Day Adventist Church began meeting at St. John’s on Saturdays. “I was just told yesterday how blessed they feel to be a part of the community. We are glad to have them and will try to find ways we can share more time with them,” said Rev. Ann.

The church’s newly formed Strategic Planning Committee (SPC) began meeting in March, led by chair Mike Birmingham. Members are Patricia Broida, Debbie Carter, Dave Dunlap, Pete Olivere, Lisa Pope, and Sandy Winger. The committee is examining how St. John’s can maintain its fiscal viability, continue its mission, and meet the expectations of its members. Actions taken or underway include increasing the attractiveness of the church to newcomers and building on opportunities to engage and invite the community, as well as increasing the sense of fellowship among congregants. The committee also continues to look at increasing the effectiveness and focus of management practices and improving the financial status of the church. It held a congregational event in the fall to solicit feedback on priorities and worked to strengthen church fellowship and identity by introducing name tags at Sunday services and ordering St. John’s T-shirts. The SPC also

organized miniature golf and bowling outings and is planning a financial seminar for March and a Washington National Cathedral tour for May.

Treasurer Pete Olivere presented the 2019 financial report. At last year's annual meeting, the congregation discussed the church's financial picture. In 2019, St. John's took some major steps, including reducing the hours and compensation of Rev. Ann and welcoming a Seventh Day Adventist congregation as a new tenant. Finances improved last year, but the church still experienced an \$11,000 deficit. Looking ahead, it is vital to increase income to remain sustainable.

Senior Warden Lisa Pope provided an update on the vestry's work in 2019. The major emphasis was implementing the priorities discussed at the last annual meeting, including welcoming a Seventh Day Adventist church and a Debtors Anonymous group as new building tenants to improve financial stability. Building and grounds priorities included planting new trees to replace the tree removed on the 4th Street side of the church.

Another vestry priority was implementing a church emergency plan, focusing initially on fire safety. Actions included installing additional smoke alarms, obtaining a fire-proof cabinet to store church records and archives, and drawing up a map of the church that shows the location of exits and fire extinguishers. The vestry continues to build bonds with Cristo Rey, including sharing bingo nights and the annual Thanksgiving Potluck. Looking ahead to the coming year, the vestry will coordinate work with the new Fundraising and Event Planning committees.

The senior warden thanked the 2019 vestry members for their service: Junior Warden Bryan Harbin, Jeff Aitken, Diane Henderson, Pete Olivere, and Sandy Winger. The vestry lost Bill Thomson in the past year and continues to be grateful for his many years of service to St. John's. The senior warden also introduced new vestry nominee Richard Henry and current vestry members Bryan Harbin and Diane Henderson, who have both agreed to extend their terms by one year. The congregation unanimously voted to confirm the nominees.

In a closing note on worship, Minister of Music Lynn Robinson told meeting attendees that next week she will start teaching the congregation a new Gloria. St. John's has been using the current one since 1980.

Diane Henderson spoke about the Spring Tea. As St. John's biggest fundraiser of the year, she needs everyone to commit in advance to supporting the event through their time and food donations. Sign-up sheets for contributions will be put up at the beginning of March. If not enough commitments have been made by the end of March, the event will be canceled.

Rev. Ann recognized Senior Warden and outgoing vestry member Lisa Pope and Junior Warden Bryan Harbin, as well as the continuing vestry members. Others recognized included treasurer Pete Olivere, pledge clerk John Restall, commitment campaign chair Mike Birmingham, and altar guild chair Eileen Tallent. Also thanked were the church staff: minister of music Lynn Robinson, organist Judith Marcinko, family programs director Jonathan Muehlke, church administrator Virginia Pearson, seminarian Chip Russell, sexton Julio Sorto, and child-care provider Kaitlyn Osteguin.

The congregation approved the 2019 Annual Meeting minutes at the close of the meeting.

In 2020, St. John's will continue its focus on discipleship—following Jesus individually and as a church by asking what God would have us do and then doing it, based on our passions and our gifts. St. John's will also continue its strategic planning efforts and launch its new committees on Fundraising and Event Planning as it looks to the future. "We will keep reaching out to the community, using the strength of our greatest resource, the people of St. John's," said Rev. Ann.

## Treasurer's Report

### Summary of 2020

Even with two significant obstacles during 2020, the family of St. John's has stepped up to provide significant support for our congregation. We have not been in the church since early spring because of COVID-19 and we lost our rector in July. In many places, either of these could have resulted in a substantial loss in contributions, but that is not what happened at St. John's.

When we began the year, our budget included a projected deficit for 2020 of over \$30 thousand, but we ended with an overall deficit of only \$5.7 thousand. This was possible even though we lost over \$11 thousand in building use income and over \$2 thousand in fundraising. However, we had over \$16 thousand in contributions more than we had budgeted. On the expense side our costs were \$22 thousand less than projected; of this \$14 thousand was the lower cost of paying a supply plus minister for part of the year instead of a rector.

The overall finances 2020, are as follows:

<u>2020</u>	<u>Annual Budget</u>	<u>Actual</u>	<u>Difference</u>	<u>% of Annual Budget</u>
<b>Income</b>				
Pledges	\$82,575	\$97,121	\$14,546	118%
Plate	5,900	4,099	-1,801	69%
Contributions	2,000	5,600	3,600	280%
Building fees	18,210	6,860	-11,350	38%
Other Income	8,275	5,648	-2,627	68%
Total Income	116,960	119,328	2,368	102%
<b>Expenses</b>				
NON-Designated	143,320	124,455	-18,865	87%
Net of Designated	4,460	563	-3,897	13%
Total Expenses	147,780	125,018	-22,762	85%
<b>Net Ordinary Income</b>	-30,820	-5,690	25,130	18%

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## Stewardship Report

An oral report will be presented at the meeting.

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## Budget for 2021

The vestry approved the budget at their January meeting. In developing a budget for 2021, the vestry was very much concerned about the long-term viability of St. John's, if we continued to operate with the large deficit included in the 2020 budget (\$30 thousand). Given that the biggest expense is labor and the amount budgeted for the rector in 2020 was 63% of that \$120 thousand, the 2021 budget include funding for a half-time minister for eight months and continuing our supply clergy for the first part of the year. Our past rector was effectively being paid as ¾ time.

Income in 2021 is expected to be lower than 2020 because our pledges are down several thousand, several due to the economic conditions, and the incredibly generous contributions made above the pledges in 2020. Building rentals are projected to begin again in August, which results in a full year rental income in 2022. On the expense side, by 2022 the part-time minister will be on-board for a full year increasing that cost.

With the proposed budget deficits drop from \$30.8 thousand in 2020 to \$19.2 thousand in 2021 to \$9.8 thousand in 2022.

	<u>2021</u>	<u>2022</u>
<b>Income</b>		
Pledges	\$73,040	\$73,040
Plate	9,000	11,000
Contributions	2,000	2000
Building fees	8,000	18,210
Other Income	<u>4,665</u>	<u>7,315</u>
Total Income	96,705	111,565
<b>Expenses</b>		
Total Expenses	<u>115,916</u>	<u>121,330</u>
<b>Net Ordinary Income</b>	<b>-19,211</b>	<b>-9,765</b>

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## Senior Warden Annual Report

The year 2020 (March) marked the dramatic changes from COVID-19 and the acceptance of a new call for the Rev. Ann Barker (June) after her twenty years of ministry with us. During this year, I have provided weekly updates with regular letters to the congregation.

Foremost we have been blessed with the skills of Pete Olivere who moved us to the zoom format for worship, and we were able to call the Rev. Dr. Laurence K. Packard for long-term supply ministry. The vestry stepped up by appointing two committees: (1) the Profile Committee under Lisa Pope's leadership, which conducted a parish survey to identify our preferences for ministry, mission and a Minister and (2) the Regathering for Public Worship Committee with Bill Pritchard as Chair which facilitated 3 outdoor services. Moreover, Dave Dunlap led a successful stewardship campaign in the fall.

Each one of you, in your own way, has made me so proud to be your senior warden.

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## Worship Report - July to December 2020

St. John's had long since adjusted to worship on zoom when I was called to be long term supply minister. However—my ministry was only made possible because of Pete Olivere's patient tutorial as I led worship in a way that was completely unimaginable by me just a year ago. Pete helped me to work into the use of Power PT presentations which were highlighted with youtubes. Thank you to a patient congregation for adjusting to my weekly "schooling" in this format. I have also brought weekly updates of content for timely prayers, litanies and lessons. Another real challenge beyond zoom was the outdoor worship made possible by the Regathering Committee. Our three services conformed to state of the art safety standards. I could not help but notice and feel the infusion of energy that came from even the distanced connection on our grounds. Thirdly, the pastoral care of the congregation offered Holy Communion to about 3 dozen parishioners utilizing the rigors of safety measures. Thank you to all of our participants in worship which greatly enhanced all that we did in a difficult time

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## Music Report

The music program at St. John's has been on hold due to the virus. Judith continues as our organist/pianist and she has been joined by her daughter, Mary Lin, on the flute. They provide hymns and a postlude. On special occasions, the choir, consisting right now of one, records an anthem, for use in the service, but most services do not have any special music other than hymns and a postlude. Since singing spreads air rapidly

and far, choral singing of hymns and choir singing will be the last thing to resume once services return to the building.

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## **Regathering Report**

St. John's Regathering Committee (Bill Pritchard, Eileen Tallent, and Brian Harbin) was formed to organize health and safety plans for two outdoor services the parish celebrated last fall. The services were held outdoors to allow parishioners to gather in worship for the first time since the church building was made off limits by the pandemic and Zoom services were instituted.

Using diocesan guidelines on regathering and a standard disaster planning template, the committee worked with the Rev. Larry Packard and Senior Warden Sandy Winger to carry out a service designed to protect worshippers from infection. Health and safety planning mandated masks and 10-foot social distancing, among other measures. Parishioners experiencing COVID-19 symptoms prior to the service were asked to stay home and participate virtually. The planning document also asked anyone who tested positive 14 days after a service to report their condition to Sandy Winger.

Similar planning was done for outdoor Eucharist offered last fall. Special attention was given to the manner of distributing the host and wine safely.

The Re-Gathering committee expects to re-activate as we approach spring and begin planning for the next outdoor services. Plans will take into account the state of the pandemic and the potential onset of more virulent strains of the coronavirus and guidance from the diocese and public health authorities.

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## **Profile Committee Report**

Appointed by the Vestry, the Profile Committee began work in August 2020. Committee members are Lisa Pope (chair), Jeff Aitken (Vestry representative), Dave Dunlap, Del Hunt, Peter Olivere, and Lynn Robinson, working in coordination with Senior Warden Sandy Winger and Rev. Larry Packard. The committee has also consulted with the Office of Transition Ministry at the Diocesan Transition Ministry.

Committee members have researched and prepared information that will be used to advertise for and recruit a new rector for St. John's. This data includes a history of the parish, information on nearby Episcopal churches, the demographics of the local community, and details on St. John's current financial status. The committee also created a congregational survey that was distributed in November 2020 and received 37 responses. On December 20, St. John's held a Town Hall following the worship service to discuss the results of the survey. A strong theme running through the results was the importance of the parish family and community that St. John's provides, as well as the sense of inclusiveness, friendship, and acceptance found in the parish. The skills, gifts, and talents deemed most important in new clergy are preaching, new member growth, and pastoral care. The most desirable personality traits for new clergy, meanwhile, are accepting of all people, personable and outgoing, and open to new ideas.

The Profile Committee is now using the survey results and Town Hall discussion to complete St. John's self-study and recruitment material (Note: The Diocese now uses the term "portfolio" instead of "profile"). After review by the vestry, the portfolio will be sent to the Diocese to post online for potential candidates to view.

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## **Building and Grounds Report**

Since the building has been closed since March it has only been regular upkeep but the grounds under the watchful eye of Lin Novak and has become a showplace to be proud of. With the help of nine volunteers, the Frank Todd Memorial Garden, the Cross Garden, the many flower beds all have been planted, seeded

weeded and look good for all to see. By the time you read this the parking lot will be cleared of climbing ivy and neighborhood Christmas tree and trash. Ribbons were put up for Easter, Mother & Father Days. A nativity was displayed on the corner of 5<sup>th</sup> St and one on the front porch during the Advent season. Bulbs have been planted in the Cross Garden to welcome Spring and the Lenten season. We thank you, Lin, for all you do for the grounds of St. John's.

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## **Outreach Report**

In spite of the pandemic, St. John's continued our outreach in 2020.

AFAC needed more food than ever as the pandemic cost people their jobs. Lynn Robinson set up our AFAC collection box on the church's front porch and we upped our contributions.

During April, May and June, AFAC discontinued having senior citizens bag produce, but as soon as they lifted the restriction in July, our regular AFAC team went back to work and have continued bagging produce and grains once a month since then, all safely distanced at AFAC's South Nelson Street facility.

Sandy Winger has organized teams that once a month continue to pack meals for the Bailey's Crossroads shelter.

In addition, Bill and Faye Pritchard have set up a collection bin on their front porch where, beginning in August, we have been collecting school supplies for our neighborhood schools. In November we added collecting winter clothing, first for Carlin Springs Elementary's collection center and recently for the non-profit Clothesline Arlington.

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