

**St. David's Episcopal Church
Topeka, Kansas**



**Annual Parish Meeting
January 15, 2017**

ANNUAL MEETING AGENDA

January 15, 2017

Appointment of the Clerk of the meeting — Mary Hillin

Review of Agenda

Approval of Minutes of the 2016 Annual Meeting

Notice of the Rules of Order – Annual Meeting

Election of 2 members of the Vestry (each for 3-year terms)

- The Nomination Committee presents: Tuck Duncan and Shirley Golos

Appointment of Tellers

Report of the Interim Rector

Report of the Senior Warden

Report of the Treasurer

Result of Election (If not by Acclamation)

Blessing & Dismissal

Adjournment

St. David's Rules of Order Annual Meeting

- 1) The Agenda for the meeting will be presented first. Any member present can ask that some thing be included in the agenda. If that area is not already represented, it will be included.
- 2) Nominations will be presented by the nominating committee. Nominations from the floor must have the approval of the individual being nominated. Nominees must meet qualifications.
- 3) A motion to table a motion on the floor shall be received and vote called without debate. A motion to table without a specific time for consideration is in effect a motion to kill the issue.
- 4) Anyone may speak on any motion or issue. Members should be respectful to those who have not yet been allowed to speak on an issue before they speak a second time. The chair may impose a time limit if necessary.
- 6) Any person may rise and say "Point of Order-Prayer" and when recognized by the chair, the assembly will immediately pause for a period of silent prayer.
- 7) The Budget is presented by the Vestry for information as it has previously been adopted by the Vestry. It may not be amended.
- 8) If the house becomes disordered or unruly in the opinion of the chair, he/she may declare a recess for the purpose of meditation and prayer. The recess shall be no more than 30 minutes (or shorter at the discretion of the chair) in length.

Qualifications to vote at Annual Meeting (per St. David's Bylaws):

You must be a communicant in good standing, as determined by the Rector, be at least 16 years of age, and have contributed financially to the support of the parish.

**St. David's Episcopal Church Annual Meeting
Minutes
Sunday, January 31, 2016**

The Annual Meeting of St. David's Episcopal Church was held on January 31, 2016 at 10:30 A.M. with Holy Eucharist. The meeting continued after the service following a brief break.

Mother Betty appointed Mary Hillin Clerk Pro Tem for the meeting.

The Agenda was approved as presented.

The minutes of the 2015 Annual Meeting were approved as presented on a motion by Jim Edwards with approval by the congregation.

Vestry and Committee Nominations

The nomination of Linda Crawl, Chris Holman, and Bob Exon to a three-year term on the Vestry was made by Shirlie Hudson on behalf of the Vestry Nominating Committee. It was seconded by Ethel Edwards. The Nominating Committee nominated Michael Francis to fill the two-year unexpired term of Helen Pedigo. They were elected by acclamation.

The nomination of Tuck Duncan to be a delegate to the Northwest Convocation and Diocesan Convention with Denise Dietrich as an alternate was made by Shirlie Hudson with a second by Susan Byler. The motion was approved unanimously.

As recommended by the Endowment Board, it was affirmed that Jim Edwards be appointed to the board for a three-year term to replace Van Chang who has been on the Board since its inception. Following a second by Mary Ann Jennings, the motion was approved unanimously.

Treasurer's Annual and Finance Committee Report

Lynn Thompson presented the Treasurer's Annual and Finance Committee Report which is attached for review. He thanked the Finance Committee for their work during the year; Helen Pedigo, Jim Edwards, John Koepke, Kevin McFarland and Van Chang. St. David's ended 2015 with a surplus of \$20,000. Thirty-thousand in funds from Endowment helped in this endeavor.

The budget for 2016 was presented and is attached for review. The Treasurer's Annual and Finance Committee Report and Budget for 2016 were accepted as presented.

- The 2016 Budget is a break even budget.
- The Interim Rector was given a modest increase for 2016.

Following staff changes at St. David's a mini audit was completed by BT and Co. No financial deficiencies were found. IT deficiencies were found and have been corrected.

Report of the Interim Rector

The Report is attached for careful reading and reflection. The average weekend attendance is about 200 persons which puts St David's on the cusp of needing a Curate. The pastoral care responsibilities of the Parish are time consuming taking the Rector away from other responsibilities.

The Music Staff would like to explore once again having a Bell Choir as St David's had in the past.

Denise Dietrich, one of the office angels is working to compile a data base of the gifts and talents of Parish members (information from the pledge cards) so it can be better utilized by the Parish.

Mother Betty thanked the staff: Jacquie Lightcap, Lisa Beebe and Kirsten Goodman for their good work throughout the time she has been working with them.

Thank you to the Breakfast Crew.

Report of the Senior Warden

The Report is attached for reading and study. It contains an outline of the year-long search process for a new Rector for St. David's. It also contains a description of the instrument utilized by the Episcopal Church and this Diocese to create a Parish profile.

Special thanks were given to Helen Pedigo and Nancy Sargent (outgoing Vestry members) for their work on the Vestry.

Following the approximately four-month process involving meetings and the utilization of the Congregation Assessment Tool to create a Parish Profile a search committee will be formed.

- Those interested in serving on the search committee should send an E-mail expressing interest to Jacque Lightcap.
- Youth representation on the committee is desired.
- It was suggested there should be an application to be filled out for the search committee.

Report of the Junior Warden

An extensive report prepared by the Jr. Warden is attached for review.

Reports of the Ministry Chairs are attached outlining the work of the Ministry groups.

A closing prayer and Blessing were given and the meeting closed.

Respectfully submitted,

Mary Hillin
Clerk Pro Term

Interim Rector's Report

As this day has approached, and with it the near-end of my time as your Interim Rector, I have been reflecting on the past 18 months and dreaming with you about the times to come.

As the parishioners of this wonderful church, you are on the cusp of entering into a whole new, exciting phase of your ministry together with your new Rector. Although that priest is not yet named, your Search Committee has been working diligently to identify, and present to the Vestry for approval, someone well-matched with your ministry mission. My prayer is that you take some time to get to know this person when he or she arrives, and allow for some 'doing things a new way.' Your new priest will come in with just as much excitement about engaging with you in ministry as you will feel in finding new pathways to build up the Kingdom of God, right here at the corner of 17th and Gage!

In thinking about what I wanted to 'report' today, I have thought about it in terms of our history together, and your future to come. I have been part of this congregation, off and on, since 1991. I have had a good amount of time to get to know you – although my time with you as your Interim has certainly given me a different 'view' than I had as a fellow parishioner, or your Deacon. But put all together, one of the great pleasures of my life has been the opportunity to be 'home' with you for a Season again.

Often, when I am asked about St. David's as a worshipping community, I describe you as the most resilient group I have ever known! You have had some very challenging events in your history, but you seem to continue to carry on in your ministries – always ready for a new day. I love that! Even when the building was destroyed by arson, the ministries you support continued to be a priority! You continued to worship together regularly, even when that meant being a bit of an itinerant congregation. You continued to hold each other up and finally were able to celebrate together as the 'new' building was dedicated ten years ago. You continued to invite others to join you, and find new ways to minister to the poor, the hungry, and the needy. I am particularly pleased that this year you have taken on a new ministry to offer lunch to children and others through the federal lunch program, beginning this summer! That is no small undertaking, but has been driven by a passion to feed the hungry, and I am sure that it will be a well-received offering in this community.

We prayed many of our parishioners home over the last 18 months, and we continue to grieve their absence. Having Deacon Mary offer a Bereavement group this fall/winter has been a special blessing for those who walk a 'new normal' pathway.

And we have welcomed new members through the Sacrament of Baptism, and others who have come in, gotten to know us, and continued to worship with us regularly. When the Bishop visited this year, we witnessed the Confirmation of Stacie Davis, one of our own who helps to lead our Youth Group.

One of the points of pride for St. David's, I think, is that we are a welcoming community. I do think we are generally welcoming, although I think we are also challenged in this a bit. An example would be that we have been unable to find people who would serve as welcomers for the 2nd Sunday each month, despite many pleas. My hope is that a high priority will continue to be placed on finding ways to invite, welcome and incorporate new members within the life of St. David's. This important ministry function is not one that is the sole responsibility of a team or committee, but rather one that belongs to us all.

This year we have finished work on bringing our Information Technology (IT) up to date. We have updated both our 'wired' and 'wireless' capabilities, to include some enhanced security measures to protect our systems. We have also looked at security on our campus in a systematic way, and have implemented some procedures to increase the safety of staff and parishioners. Still to be addressed is a need to rekey locks and get a better handle on how to make sure that those who need access to the building have it, while ensuring that we are continuing our responsibility to be good stewards of this amazing physical plant.

We ended 2016 with three Deacons, although we began with four. Deacons Harry, Annie and Mary are a tremendous asset to this church. They are always ready to offer pastoral care, take communion to shut-ins, and help liturgically.

Although too numerous to name individually, I do want to note the many who offer their time and talent to help keep our ministries going. From the Altar Guild, to those who serve in Inreach, Outreach, the faithful who have cooked breakfast nearly every Sunday for 18 years or so, the Care Ministry Team, Adult, Children and Youth Educators and facilitators, Pam Tregemba and the Servants' Shop, the Greeters, Welcomers, our Choir members, AV workers and especially those I've forgotten to name – your efforts are so vital to the way we are able to serve inside and outside these walls. Thank you!

I am so grateful to have had Tod Bunting as my Senior Warden. Tod has a keen sense of both the ministry and the business side of the church, and has been invaluable as a partner in helping to govern. Thank you, Tod. Bryan Irvine has served ably as the Junior Warden, and has had no small job! He has been available for almost everything he's been asked—whether it was helping with the sound system, setting up for large meetings in the Parish Hall, or even washing the glass of the Water Wall. He has kept track of the many building projects that have come up over the year, and has even helped with Altar Guild, and putting safety cones out on the side walk. Thank you, Bryan! Thank you to all the vestry members who come together regularly to work on your behalf – I have appreciated their time commitment, and wisdom, as we have managed this transition time together. And I want to particularly thank the outgoing Vestry members: Michael Sheetz and Bryan Irvine; it is no small commitment to serve three years on the Vestry, and please know that your efforts have been appreciated.

Lisa Beebe continued her work as our Financial Secretary this year, and I am so grateful...her steady, calm approach to her work has made working with her a pleasure! Jacquie Lightcap has been with us for about 14 months or so as our Parish Administrator, and I don't know what I would have done without her! She came to us with lots of knowledge about how a church 'works,' and that coupled with her willingness to take on new tasks, has made what we do possible, and efficient! And we have music! Matt Gender left his position as our Organist this past August, and Kristi stepped in on an Interim basis and leads our music ably.

I am grateful to our Office Angels—we currently have Denise Dietrich with us three times a week, Marilyn Homan on Tuesdays and Peggy Shaverdi on Thursdays—they answer phones, work on our records, greet visitors with a smile, water plants, and are simply a gift to us every time they are in! Thank you so much!

And so, we stand here putting the final touches on 2016, and beginning to live into the promise of a New Year. My prayer is that the good ministry work continues here, that your imagination is sparked and your commitment renewed as you prepare to welcome well your new Rector. My prayer is that you remember that above all else, you are loved.

Blessings of Grace and Peace,

Mother Betty+

Senior Warden's Report

I was honored and blessed to be your Senior Warden, and I extend to our entire St David's family my best wishes for 2017. St David's had another remarkable year in 2016, and we can all be proud of what we accomplished. On behalf of the entire Vestry I thank you for your continued support of ministries and programs at St David's and we welcome your ideas, suggestions and feedback on how we are doing. We are a parish of loving and caring people who give unselfishly of their talent and time, as well of course, of their treasure (financial support).

Ethel Edwards led a dynamic team for this year's Stewardship campaign, and all in all we had a successful year. Our budget for 2017 is down slightly but still very close to what we operated from last year. Our treasurer Lynn Thompson and the finance committee worked even harder than they always do as we considered many budget issues, including the possibility of St David's bringing on a Curate. The Vestry worked closely with our superb volunteers serving on the Endowment Committee to thoroughly examine ways we could best utilize our endowment to serve our members. More details on Endowment, our Finances/Budget and all of our ministry groups will be provided in formal written reports to you at the annual meeting.

Mother Betty has been incredible in her service to St David's and we wish her the very best in her new position, which she starts in late January, as the Campus Missioner for the Episcopal Diocese of Kansas. The good news is her new position keeps her in Topeka so we will be able to see and even serve with her on occasion!

St. David's is a large enough church to keep two Clergy busy, and the Vestry discussed many options to find some help for Mother Betty and for our new Rector, who we hope will join us in just a month or so from now. The possibility of a Curate was discussed for months, and is very desirable, but our finances at this time do not allow us to bring on a Curate so we will all need to just keep working hard to support our many church needs and programs.

We utilized some established processes to determine our priorities and goals as a parish, and once we established a good understanding of our past, present and future, the Vestry formed a search committee to find a new Rector with the skills and gifts necessary to assist us as we move forward into our vision. The Search Committee began its work this past Summer, and I extend my personal gratitude to each of them for their work on this very difficult and equally important task. We are nearly finished with the Search process and hope to have some news for you about a new Rector by the end of January.

We continue to enjoy and be enriched by the good works of many, including our four ministry groups. We have continued to be served a great breakfast nearly every Sunday by the Breakfast Crew, and we enjoyed once a month Super Saints Social Suppers, which changed to lunches. I am personally very excited we will participate in the Summer Food Service Program this year.

A special thanks to Lisa who does our finances; Jacquie and our Office Angels; Bryan Irvine, Junior Warden; Lynn Thompson, Treasurer; and all members of the Vestry for their service and support.

Together, and individually, we are St David's, and I look forward to a great year in 2017 and wish you peace and happiness for the year ahead.

God Bless,

Tod Bunting

Junior Warden's Report

As my time as your Junior Warden winds to a close, I look back at the last year (well, the last two years, but this report is just for the time since my last annual report) and wonder at the work done in our facility. We've had a lot of necessary work done. Some may seem aesthetic, but it also served a longer term cost saving purpose as well. I also have accomplished some things mentioned in my last report and taken those items off our long term "wish" list.

We had a door leak in the St. Phillips room caused by improper foundation sealing that was fixed by Galaxy Glass. We still have more work to do there as the carpet still needs to be replaced along that door. It still leaks a bit and Galaxy Glass needs to fix that before we replace the damaged carpet tiles.

Just prior to Christmas services we had all the lights in the nave that were no longer functioning replaced. This is a service we have to have just about yearly. This seems to be a yearly requirement and involves an electrician since ballasts are often a problem.

I've replaced light bulbs here and there, replaced peeling baseboards as they start to peel, and had to deal with several cracked light and outlet covers.

In terms of major repairs, we have replaced the flooring in front of the office. The new tiles will resist the flexing that caused the old tiles to crack, pop up and peel loose on that floating floor. It also presents a very pleasant view to those coming into the office!

We have a very persistent roof leak in the area over classrooms 1 and 2. After several attempted repairs, an engineer finally diagnosed the problem and the Vestry has authorized a replacement of the roof over the older building. All the gutter covers were also severely compromised and our insurance company feels they should be replaced. A contract has been awarded for the roof repair and we are waiting for a second bid to replace all the gutter covers.

There are still a few items to consider for longer term facility needs:

- The carpet in the Youth Center is old and really needs replaced. We have a bid but it was more than we felt should be spent this year.
- The old storage shed still needs torn down and replaced with a new one; it would be relocated behind the fence behind the NW corner of the parking lot.
- The parking lot may need work in the next year or so. It has many rough spots.
- The building likely needs to be re-keyed. There is not an adequate key log and we do not have adequate knowledge of who has keys to what!
- The security system is inadequate. This has been mentioned several times, but is a major expense. This should also have video surveillance included!

I want to close my report with one sober observance for all to consider. We are luckier than many parishes in that we have a reserve account set aside for major maintenance. We think of our building as new. Remember though, we have two "new" buildings sandwiching part of the original 1950s structure. Most of the major repair work done during my tenure has been on that older structure. Recently one of the older HVAC units had a failure that may cause us to use those reserve funds. Those funds may not last forever. Please bear this in mind as we move into the future!!

Peace to all,

Bryan Irvine
Junior Warden

Treasurer and Finance Committee

The Finance Committee meets monthly and at the call of its Chairperson. The Committee reviews and provides analysis of the monthly Church financial records, considers extra-budget expenditures and makes recommendations to the Vestry. The Vestry has the ultimate responsibility for all income and expenditures.

In 2016, your Finance Committee met its monthly meeting schedule and prepared financial reports for the Vestry. In 2017, the Committee will meet on the last Thursday immediately preceding the monthly Vestry meeting, except for Thanksgiving.

During the year, we lost one member, Helen Pedigo, but have been fortunate to add two very capable new members, Shirley Golos and Amy DuPuis. Along with our two new members, the Committee has the expertise of Jim Edwards, John Koepke, Kevin McFarland, Lisa Beebe and Van Chang.

Pledge income for 2016 followed a different pattern than in the past. Historically, the year begins strong because some members pay their year's pledge at the start. Therefore we go into the summer months, which are traditionally slow, ahead of budget so that in October we are back close to budget and make up any difference in November and December. This year, we were slow from the start, much slower during the summer and could not make up the difference in the fall. Unfortunately, we ended the year \$25,000 behind our Pledge Budget of \$320,000, (which was already discounted by \$5,000 for non-payments). Non pledged income came in about \$3,000 over what we expected.

Sometimes events have a favorable short-term impact on the finances of the Church, even though we may not welcome the results of the event. This was the case when our Youth Director, Kirsten Goodman left in March of 2016.

Our Church facility is aging, and though this may be hard to realize, we have had more repairs and extra maintenance to keep up. Our roof has/is leaking, the tile floors have been refinished, we have installed new tile in south entryway, the east wall on the stairs has been refinished, light bulbs replaced (lift required) and a complete rework/update of our computer system and network. Fortunately, we have an operational reserve fund and a building maintenance fund to support these issues.

It is most likely that we will have to revise/rework the 2017 budget presented today. Pledges as of January 9th, are a little over \$10,000 short of the \$315,000 used in the budget. We hope to have a new Rector soon, but at this time don't know his/her arrival date or what the salary, insurance, retirement benefits or moving expenses will be.

Our pledge income has been on a declining path since 2008. The actual pledge income for 2016 will be about \$80,000 less than in 2008, and 2017 appears to be even less. In 2008, we had 149 pledging units, 128 units in 2016 and 104 to date for 2017. Both 2016 and 2017 will have the lowest dollars pledged during the last 12 years. We have fewer people who have to carry a larger load each year. If this trend continues, you don't need the Vestry or me to describe the consequences.

St. David's has been a phoenix, one raised from the ashes of a devastating fire. Now, we have entered another "fire", this one of declining revenue. If St. David's is to rise from this "fire," and I assume it will, it will require a noteworthy contribution of time, talent and treasure from the whole parish.

Lynn Thompson, Treasurer

Vestry Approved 2017 Budget

Operating Income

Pledges	\$315,000
Allowance for un-paid	(\$5,000)
Endowment Donation	\$30,000
Other operating income	
Plate Offerings	\$3,500
Non-Pledged	\$21,000
Seasonal Offerings	\$1,000
Special Offerings	\$0
Breakfast	\$3,000
Building use	\$2,200
Flowers	\$600
Music donations	\$250
Youth donations	\$3,000
Misc. donations	\$3,000
Memorial	\$8,000
Memorial Courtyard	\$2,000
Interest earnings	\$40
Operational Reserve Transfer	\$13,000
All other	<u>\$3,000</u>
Total Other operating income	<u>\$63,590</u>
Total Operating Income	<u>\$403,590</u>

Operating Expenses

Apportionment	\$72,640
Administration & Supplies	\$43,890
Programs & Ministries	\$30,300
Search Committee	\$2,500
Building & Grounds	\$62,200
Staff and Payroll	\$72,100
Rector	\$105,040
Relocation Expenses	\$10,000
Total Operating Expenses	<u>\$398,670</u>
Net of Income less Expense	<u>\$4,920</u>

St. David's Episcopal Church Balance Sheet as of December 31, 2016

	Dec 31, 2016	As of Dec 31, 2015	Change	
			\$\$\$\$	%
ASSETS				
Current Assets				
Bank Accounts				
101 General Checking	\$55,703	\$79,559	(\$23,856)	-30%
103 St. David's Designated Checking	979	744	236	32%
104 St. David's Designated Savings	112,055	119,133	(7,078)	-6%
105 St. David's General Endowment	2,274	7,270	(4,996)	-69%
107 St. David's Vanguard G/I/W/E	701,986	633,431	68,555	11%
108 St. David's Vanguard PMMF	4,672	4,655	17	0%
114 St. David's Recovery Checking	80	80	0	0%
115 St. David's Recovery Savings	143,356	137,990	5,366	4%
116 Petty Cash	25		25	
Total Bank Accounts	\$1,021,130	\$982,862	\$38,268	4%
Other Current Assets				
Payroll Corrections		1		
Total Other Current Assets	\$1,021,130	\$982,862	\$38,268	4%
Total Current Assets	\$ 1,021,131	\$ 982,862	\$38,269	4%
Fixed Assets				
110 Land	\$322,000	\$322,000	\$0	0%
111 Church Property	227,426	227,426	0	0%
113 Church Building	2,167,877	2,167,877	0	0%
Total Fixed Assets	\$2,717,302	\$2,717,302	0	0%
TOTAL ASSETS	\$3,738,433	\$3,700,164	\$38,269	1%
LIABILITIES AND EQUITY				
Total Accounts Payable				
	\$0	\$0	\$0	0%
Other Liabilities				
208 Pre-Paid Pledges	5,100	500	4,600	920%
Total Other Liabilities	\$5,100	\$500	\$4,600	920%
Payroll Liabilities				
201 Federal withholding tax	\$1,000	\$1,116	(\$116)	-10%
202 Fica withholding tax	732	749	(17)	-2%
203 State withholding tax	236	232	4	2%
204 403(b) Employee Withholding	300	0	300	
Total Payroll Liabilities	\$2,268	\$2,097	\$171	8%
Total Liabilities	\$7,368	\$2,597	\$4,771	184%
Equity				
301 General	\$76,717	\$62,215	\$14,502	23%
302 Current Designated	\$120,122	\$105,492	14,630	14%
303 Current Restricted	\$0	\$979	(979)	-100%
304 Property Funds	\$2,717,302	\$2,717,302	0	0%
305 Endowment	\$645,356	\$665,677	(20,321)	-3%
306 Recovery	\$138,070	\$136,460	1,610	1%
Total Equity	\$3,697,567	\$3,688,125	\$9,442	0%
TOTAL LIABILITIES AND EQUITY	\$3,704,935	\$3,690,722	\$14,213	0%

ST. DAVID'S EPISCOPAL CHURCH
Statement of Financial Activities
Year End December 2016

INCOME	Actual	Budget
Pledges/Offerings		
Plate Offerings	\$3,675	\$3,600
Pledges	295,097	320,000
Non-Pledges	25,322	22,600
Seasonal Offerings	1,467	1,000
Special Offerings	150	50
Bishop's Discretionary Offering	50	0
Total Pledges/Offerings	<u>\$325,761</u>	<u>\$347,250</u>
Other Revenues		
Endowment Support	\$25,000	\$30,000
Sunday Breakfast Income	3,163	4,600
Discretionary Fund	10,802	0
Building User Fees	1,943	1,500
Flower Donations	1,080	700
Miscellaneous	2,576	1,970
Memorial	8,270	6,200
Youth Donations	2,623	3,500
Special Music	502	800
Transfers In	11,800	8,000
General Invst. Earnings	36	30
Total Other Revenues	<u>\$67,794</u>	<u>\$57,300</u>
Total Operating Income	<u>\$393,555</u>	<u>\$404,550</u>
EXPENSES		
Diocesan Apportionment	\$70,168	\$70,168
Uncategorized Expense	8,882	11,850
Programs & Ministries	15,876	17,750
Music	1,941	3,000
Youth & Education	7,469	6,500
Administration & Supplies	46,589	34,020
Building & Grounds	64,612	65,440
Rector	109,554	105,040
Payroll & Benefits	71,502	90,750
Total Expenses	<u>\$396,594</u>	<u>\$404,518</u>
Net of Income and Expenses	<u>(\$3,039)</u>	<u>\$32</u>

Ministry Reports

Music Department

The music program at St. David's continues to thrive and to take an active role in creating meaningful worship. With the departure of organist Matt Gender last August, I took on the responsibility for accompanying all services which includes music and overseeing the music program, on an Interim basis. This is similar to the model we have used in the past, where one musician was utilized. Reassessment of this model is ongoing.

The robed adult choir, which anchors our program, has seen a bit of attrition through illness, work schedules, and relocation in the past year and yet remains strong and vibrant with the addition of new members Randall Martin and Christie Wedeking, the return of Kirsten Goodman, and the welcomed seasonal assistance of Vickie Buening and David Hall. The four sopranos, three altos, five tenors and three basses were quite busy this fall with the annual Service of Lessons and Carols and the 10:30 Holy Eucharist on Christmas Eve in addition to their weekly psalm duty and biweekly offertory anthems.

In addition to those listed above, members of the choir include Shirlie Hudson, Karen Clowers, Susan Farmer, Jacque Stroud, Kenzie Hoss, Jean Attebury, Lynda Crowl, Bill Sowers, Jim Clowers, Herschel Stroud, and Kyle Smith.

One of this fall's highlights came when the choir combined with the singers of Temple Beth Shalom for two special anthems at a joint service commemorating the tenth anniversary of the St. David's fire, and the hospitality and friendship offered by the Temple to St. David's. Plans are in the works for future collaboration with that wonderful group.

The contemporary ensemble continues to provide offertory and communion anthems once a month, usually on the first Sunday. Kirsten and Dana Book provide excellent leadership for this group. Other members include Ann Palmer, Eva Brown, and Carolyn Francis.

The Angelis Choir, consisting of six children ages 7 to 12, provided special music at the 5:00 PM Christmas Eve Holy Eucharist and on Easter Sunday and Pentecost Sunday. Members include David and Andrew Holman, Maddie Bauer, Janie Mann, Isabella Davis, and Maddie Typer.

All three groups are open to new members. For more information and rehearsal schedules, please contact me via email, kristi@stdavidschurch.com or by calling the church office.

Respectfully Submitted,
Kristi A. Baker, DMA
Music Director and Choirmaster
St. David's Episcopal Church

Youth Ministry

The youth group had a grand adventure the summer 2016 to the YMCA of the Rockies. Eight current youth and one recent graduate from St. David's joined five youth from Grace Cathedral and supporting staff for the five-day trip. Youth enjoyed nature and fellowship. There was hiking, zip lining, horseback rides, swimming, archery, and rock climbing. The trip helped form a relationship among the youth from the two Topeka churches.

St. David's youth were invited to a back to school lock-in at Grace Cathedral to start the school year. Youth later invited the youth of the Cathedral to a lock-in after an evening at Gary's Berries and fall festival. The youth all enjoyed getting lost in the dark corn maze, but thankfully they all made it back for the sleepover.

Our youth group offered service to the community in the form of serving at Let's Help twice this year. We also hosted a Halloween party for the children of St. David's. Work continues on the little free library. The youth helped with the Christmas pageant.

The youth group continues to be involved in Diocesan events such as Miqra, Youthtide, Happenings, Fall Fun Fest and Camp.

This year's active participation is slightly declined as a change in leadership occurred and our youth are more active in school activities and extra-curricular activities.

Respectfully submitted by Stacie Davis

Care Ministry

The essence of the Care Ministry is to extend the love of Christ, particularly to members of St. David's who are unable to attend services or other church events. Our goal is to be able to change people's lives for the better, even if only for a moment – to make something easier, to extend a smile, to lighten a load, to offer a prayer.

The Care Ministry encompasses the following sub-ministries:

Flower Ministry – flowers have been taken to homebound or hospitalized members of St. David's following the late service on Sunday. At the current time, we don't have a chair person for this sub-ministry. These members have taken the flowers to those unable to attend services or they have offered to deliver flowers: Martha Boatright, Kirsten Book, Carolyn Francis and Amy DuPuis. We appreciate your willingness to help!

Prayer Chain Ministry – Louise Marvin continued as the chair of the prayer chain and this ministry is thriving! This group was active before the formation of the new Care ministry and has continued to operate as it had in the past. Members of the prayer chain are asked to pray daily for those on the prayer list. An updated list is published each month. When a prayer request is received, information regarding the new name is disseminated by e-mail or by telephone. Information on those who are on the prayer list is confidential and members of the prayer chain are expected to guard this confidentiality. This is a ministry which can be accomplished from one's home and does not require meetings. Those who have been involved in the prayer chain ministry are Louise Marvin, Betty Rice, Mary Simmons, Mary Ann Jennings, Sandra French, Nita Piercy, Connie Wold, Amy DuPuis, Pam Tregemba, Sherri Newman, Eva Brown, Jo Lathrop, Mary Jane Heacock, Deacon Mary Becker, Deacon Annie Hedquist, Nancy Sargent, Sharon Koepke, Kirsten Book, Ann Palmer, Deacon Craig Klein, Mother Betty Glover, Deacon Harry Craig, Ginny Becerra and Deb McGlohon. A prayer chain call list was developed in late 2016 for use in an emergency situations or when the computers are down. There are times when it's important that the information is sent out more quickly than an email (emergency surgery, crisis situation) and so the call list was developed and has since been finalized.

Home Visitation Ministry – this group visits homebound members to extend the love of St. David's. We try to schedule these visits on a regular basis. Those providing visits may pair up with others on the visitation ministry, if they wish. We are currently working on a new list of homebound parishioners and this information will be sent out to those who had been a part of the visitation ministry in the past to see if they would like to continue to provide visitations. We are always looking for additional members for this ministry so that we are able to provide frequent visits to the homebound. Those who have been involved in the home visitations ministry are Barry Worley, Amy DuPuis, Betsy Hamm, Susan Byler, Carolyn Francis, and Deb McGlohon, chair.

Card Ministry – Mary Ann Jennings continued as the chair of the card ministry and this ministry continues to thrive and provide much needed comfort and caring from St. David's to those receiving cards! The members of this ministry have been sending greeting cards to homebound members on a monthly basis, get well cards to those who had been hospitalized, and sympathy cards to grieving families. Those involved in the card ministry are Mary Ann Jennings, Mary Jane Heacock and Fulva Seufert Simon. We truly appreciate all the work this group of ladies have offered to this ministry! There have been comments from those receiving cards that having a beautiful card with such caring messages arrive in the mail has truly changed their lives! Touching folks in this manner and letting them know we care is so very important!

Meal Ministry – During 2016, we provided meals for St. David's members and their families, particularly following the death of loved ones. Volunteers for the meal ministry and those who provided meals during 2016 are Fulva Seufert, Laura Winters, Denise Dietrich, Susan Byler, Nancy Sargent, Christy Wedeking, Erica Blaauw, Eva Chang, Wendy Coates and Deb McGlohon.

Submitted by Deb McGlohon

Inreach Ministry

The Inreach ministry group includes Parish Life (Barb Waters), Christian Formation for Adults (John Koepke), Dinners for 7/8 (Amy DuPuis), Sunday Breakfast (Steve Crowl), Daughters of the King (Charmaine Olson), Thursday Men's Study Group (John Koepke), Tuesday Women's Bible Study (Barb Waters) and Marilyn Homan, chair.

This has been a busy year for the Inreach ministry groups. Each group has worked tirelessly to provide opportunities for St. Davidians to continue spiritual growth, provide service within the church family and share a meal or cup of coffee. The Ministry Fair, bazaar, Lenten Soup suppers, Super Saints Social suppers/lunch, receptions following funerals, Sunday classes for adults, and of course our wonderful Sunday breakfasts have become a part of who we are at St. David's. Thanks to everyone who helped or attended any of these events!

Individual reports follow.

Marilyn Homan, Inreach Ministry Chair

Bible study

We are a committed small group. We meet on Tuesday's at 12:30 in the conference room for Bible reading and a DVD study.

Parish Life

The Parish Life Ministry started off the year hosting the St. David's Day Pot Luck lunch. We also organize the Lenten Soup Suppers. Everyone enjoyed the different ministry groups hosting a night. It was suggested that five crock pots of soup are needed to make sure everyone gets to eat. An ice cream social was held in June and was enjoyed by all. We signed up new members at the Ministry Fair. We welcome anyone who would like to join our group. Our next event was a reception when Bishop Wolfe visited St. David's in October for confirmations.

Our 7th Annual Bazaar, held in November, was a big success and huge thanks go to all the folks who donated items, baked cakes, cookies and other goodies to raise funds for the benefit of the parish. We raised over \$2,600 for parish life alone! Special thanks to Mary Page who took all of the left over books, sold what she could and donated the rest. Enormous thanks to our team for working so hard to get set up and work the event. It really is a TEAM effort! We could use more help next year! Special thanks also to Spencer Duncan and crew for another great breakfast. It really helps bring in the crowd.

December 4th was a service of Nine Lessons and Carols with a reception following. The last coffee hour of the year was hosted by parish life. Many thanks to Eva Chang for organizing Coffee Hour this past year and for hosting several Sundays. Eva retired from this ministry at the end of 2016. We are looking for someone to take on this challenge! Thanks to everyone who graciously hosted, our attendance at Coffee Hour has really increased. We need folks to sign up for 2017-it's a lot of fun and a great activity. Co-host with a friend or group. Sign-up sheets are posted in the Parish Hall.

Respectfully submitted by Barbara Waters, Chair

Christian Formation for Adults

Several activities for adult members of the parish began during the fall of 2016 and were organized and/or led by members of the Christian Formation for Adults Ministry Group. Jean Attebury sought and received our endorsement for three programs. Susan Zuber-Chall, a friend of hers who is a member of Temple Beth Sholom, started a Wednesday night discussion group focused on Wise Aging. Jean also convinced Susan to lead a late afternoon Wednesday yoga class, which has grown to an attendance of nearly 10 participants on a regular basis. Both activities will continue in to the New Year.

Jean Attebury also organized and began a regular Saturday night Movie Night on the first Saturday of the month. This event will probably be moved to the third Saturday of the month, beginning in February. Deacon Craig Klein conducted a Baptism and Confirmation class working with our ministry group during the early fall prior to the annual visit of the Bishop. Deacon Mary Becker conducted a series of sessions on spiritual practices during the season of Advent. While it is not directly involved with our ministry group, we have noted with approval, the addition of a pickleball court to the parish hall and regular instruction on the game by Steve Crowl on Wednesday afternoons.

We are grateful to those parishioners who have begun these new adult learning activities in our parish. We are disappointed that we have not yet found the key to an ongoing adult Sunday school program for the parish. We will continue to explore avenues to address this concern and would welcome any suggestions from parishioners interested in the topic.

Submitted by John Koepke

Thursday Morning Men's Study Group

The Thursday Morning Men's Study Group continues to meet on a regular basis. In order to allow more time for discussion, we have moved our start time to 6:45 a.m. It should be noted that this earlier starting time does not satisfy all participants since some continue to arrive shortly after 6 a.m. and some members can usually be found continuing the discussion in the parking lot well after 8 a.m. Our numbers grew during the year with a peak participation late in the year of 17 active participants. We have fallen back to 16 with the departure for Ohio of Deacon Klein.

Our activity continues to follow the same outline each week, with an opening prayer by the last arriving participant. A reading of the gospel lesson for the following weekend leads to a discussion of the meaning of the gospel message and a reading of an interpretation of the gospel message by a learned scholar. The main portion of the meeting is occupied with a discussion of a chapter of the book currently being read or by viewing a lecture on a religious topic. During the final portion of the meeting, each participant is invited to share events that have transpired in their lives during the past week or since their last attendance. The meeting is always closed by a joint recitation of the Lord's Prayer.

During the past year, we have read and discussed books by Presiding Bishop Michael Curry and Bishop John Shelby Spong. We also viewed a series of lectures by a religion professor from North Carolina. We are currently discussing a book by Kansas native John Allen about the views and life of Pope Francis. We look forward to another year of thoughtful dialogue.

Submitted by John Koepke

Breakfast Crew

We have been privileged to complete another year of serving breakfast to all of you. Each week we usually average 10-15 lbs. of bacon and about the same amount of hash browns. More fun facts: a gallon of gravy, close to 3 dozen biscuits and cinnamon rolls per week. There are usually four of us in the kitchen on an average Sunday from 6:30 to 10:45 a.m., times 4 hours, that = 16 hours per week, 48 hours per month = 576 people hours per year assuming we have breakfast only three Sundays per month. That's a whale of a commitment and I say thank you to the kitchen crew. I never expected to be cooking breakfast for 15 years and I am sure neither did Spencer Duncan. It has always been my hope to have at least two teams of cooks. As we start this New Year I hope some of you will join us in the kitchen. I can guarantee you that this service of feeding your fellow parishioners will change the way you feel about this place St. David's. Thank you all for breaking bread, bacon, and eggs with us this past year.

Sincerely, The Breakfast Crew (Submitted by Steve Crowl)

Mary and Martha Chapter Daughters of the King

The Chapter is very active and our meetings well attended. The Chapter meets on the second Saturday of the month at 10:30am, in the conference room. The Prayer Shawl Ministries are keeping busy for those in need of comfort. Many shawls have been given to those in need on request. Thank you to the teams who see to the receptions for Saint David's funerals. We have been very busy with this ministry in 2016. We welcomed new member Kirsten Book.

Submitted by Charmaine Olson

Outreach Core Ministry

Mission Statement

The mission statement of the Outreach Core Ministry is as follows:

“To extend the outreach of St. David’s Church,
bringing the love and grace of Christ to people in need and want.”

Budget and Expenses

No funds for Outreach Ministry were derived from the Parish’s operating budget. Outreach requested and received \$6000 from the Endowment Fund, following approval by both the Endowment Board of Trustees and the Vestry. The only expenses incurred throughout the year were those for the purchase of food for the Let’s Help lunches as more specifically described below. The remaining \$2000 was distributed as described in the Community Ministries program.

Programs and Activities

The Ministry attempts to meet this mission through a number of programs and activities, each of which involve the contributions of time, talent and treasures by many, many of our parishioners:

Community Ministry—One of the areas of responsibility is to make small grants to various charities in Topeka. Therefore, \$2000 of the amount requested and received from the Endowment Fund was donated. A contribution of \$200 was contributed to ShareFest. Donations of \$250 each were made to Doorstep, Inc., the Rescue Mission, Let’s Help, and Marian Clinic. The remaining \$800 was provided to the Episcopal Diocese for Hurricane Matthew relief.

Servants’ Shop—Pam Tregemba has continued to serve as the manager of the Servant Shop. This includes the buying and selling of merchandise, grocery cards, jewelry, t-shirts, cook books and other books and items. Included in these items were raffles for quilts made by Diana Allen and a nativity scene donated by Alice Johnston and Amy DuPuis, Dr. Jim Ransom and Steve Lipscomb donated the proceeds received from sale of their books. Other people made and donated items that were sold through the store or at the St. David’s Bazaar. Terry Martinez sold certificates for the Topeka Duck Race from which one-half of sales—\$387.50—was given to the Servant Shop. Pam and Sharon Koepke staffed and many people contributed items to the garage sale held at the Koepke home. Many people have provided cash donations for Memorials. From the revenue derived from all receipts, \$8,082.10 was donated to various charitable uses. This included \$177.84 for the Doorstep Pantry Relief Drive, \$104.26 to the Rector’s Pantry, \$600 to the Episcopal Diocese of North Carolina for Hurricane Matthew Relief and \$200 to Circles of Topeka. \$1750 in cash was provided to each of our local charities that Outreach specifically targets—Let’s Help, Marian Clinic, Doorstep and Rescue Mission. In 2016, Pam arranged to have three St. David’s nights at McAlister’s Deli. After computing the amounts contributed during 2016, the total charitable contributions made from the Servant Shop since it was begun in 2001 is \$38,380.01.

Let’s Help—From the remaining \$4,000 received from the Endowment Fund, food was purchased for lunches that were prepared and served to more than 4000 people on the fourth Wednesday of each month. This is a ministry that has so many parishioners involved I hesitate to name any one person as coordinator. It is a program in which 35-40 parishioners, including many of the youth, have shared in the purchasing, preparation, serving, and cleanup required to serve an average of 400 people in 1 1/2 hours. In addition, the monthly collections in March of paper products and the hats and gloves in October were delivered to Let’s Help.

Doorstep—Sharon Koepke continued as coordinator in providing tremendous support to Doorstep. Through the year, Doorstep offers a Food Bank, Clothing Bank, Wellness Clinic, Start-up Program, Utility, Rent, Medical and Transportation Assistance, SRS and Resource Referrals. With Sharon’s guidance and involvement, St. David’s sold tickets and Sharon created a theme basket for Operation Soup Line, Doorstep’s biggest fundraiser, at which \$16,200 was raised. The proceeds from our sale of cookie dough in May went to Doorstep. The proceeds from the sale of cinnamon rolls and tamales in October also went to Doorstep.

The Paper Angel Tree resulted in many children's gifts being contributed to the Christmas Store where both youth and adult parishioners volunteered. Volunteers also assisted at the food pantry and clothing bank. St. David's was a major contributor in helping restock the food pantry in January, collecting over 2800 pounds. The bin collections in May, June, August and September all went to Doorstep.

Sharefest 2016—I served as coordinator this year. St. David's was well represented with 15 parishioners working for 4 hours on April 30 on projects at Whitson Elementary School. We were part of numerous churches and hundreds of volunteers providing thousands of dollars in labor for the benefit of the schools within U.S.D. No. 501.

Rector's Discretionary Fund—On the first Sunday of each month, all non-pledge collections are given for the use of the Rector. These funds are used to assist both parishioners and non-parishioners in need of immediate assistance. Outreach members have assisted in making announcements at the first Sunday services so that this ministry can continue.

Summer Food Service Program—During 2016, Outreach pursued participation in the Summer Food Service Program provided by the United States Department of Agriculture. Two meetings were held and visitations made to various current sites. Outreach recommended that St. David's serve as a site for meals under this program during 2017 with U.S.D. No. 501 at its sponsor. This was then approved by the Vestry. \$1000 has been requested as a budget for this purpose in 2017. Vicki Buening and Kathy Fries have agreed to co-chair this effort and are in the process of developing plans on how to proceed.

Miscellaneous—In February, all canned goods collected were donated to Project Topeka. The Rescue Mission received the baby supplies that were donated in April, personal hygiene products contributed in December, and the blankets, sheets and towels that were provided in November. School supplies were delivered to Community Action in July. Members also participated in the St. David's Bazaar. In addition, this year we continued to collect children's books for delivery to the Rescue Mission and Topeka Police Department.

A portion of our January meeting will be devoted to a review of our current activities and the development of a vision for the future.

It has truly been an honor to serve chair of the Outreach Core Ministry the past four years. I have been blessed to see firsthand the dedicated service so many persons within St. David's willingly, enthusiastically and selflessly give to help ease the plight of the poor and needy of our community. Hundreds of hours and thousands of dollars were spent by our parishioners this past year fulfilling the Outreach mission of bringing the love and grace of Christ to people in need and want.

Respectfully submitted,
Larry Buening, Chair

Stewardship Committee

In June, Ethel Edwards told Tod Bunting that she would volunteer to facilitate the Stewardship Committee. The July 2-3 weekend, Ethel spoke at all three services on stewardship and invited all parishioners to an information session on stewardship. Later that month, an information session (PowerPoint/question-answers) was held and from that initial meeting, five parishioners stepped forward to be part of the Committee – Kirsten Book, Bev Carlson, Pat Coleman, Steve Crawl, and Susan Farmer -- as well as Lynn Thompson, treasurer.

Our first meeting was held in August. The questions discussed were “What is your vision of stewardship?” and “How do we proceed?” The Committee felt that *to achieve maximum effectiveness, Stewardship/ Stewardship Education must be a year-round program.*

The Stewardship Committee determined that keeping the term ‘steward/stewardship’ and what it means to be a ‘good’ steward at the forefront of parishioners was/should be the focal point of the Stewardship Committee. The Committee has tried to do that with the ATT’s weekly “Stewardship Snippet.” In addition, Pat Coleman initiated the “Why I love St. David’s...” project. In conjunction with this project, the Committee members called St. David’s parishioners that had working numbers in the church directory and told them about the project and asked if they had anything they wanted to share with us. Lastly, we promoted this during the September 17-18 services. At the Ministry Fair, the responses were displayed on the Stewardship Committee’s poster board with information on stewardship and a sign-up sheet. Also, Bev Carlson created and posted the three Ts of Stewardship – Time, Talent, and Treasure.

Our Committee developed a timeline and adjustments were made following a discussion with Mother Betty Glover. The timeline:

- Weekend of October 15-16, Steve Crawl and stewardship
- Week of November 1, send out letters/pledge cards-Every Member Canvass
- Weekend of November 19-20, Kirsten Book and stewardship
- Weekend of November 26-27, in-gathering/blessing of pledge cards
- Week of December 1-8, follow-up phone calls to thank parishioners who pledged and to remind those parishioners about returning pledge cards (please note change below)

Based on the previous year’s budget and the number of family units (215), Kirsten Book designed the thermometer that has been posted in the hallway tracking the progress of The Every Member Canvass. Information was shared that it costs approximately \$1,000 a day to maintain all of St. David’s ministries. To date (January 4, 2017), 106 have pledged totaling \$294,700. This compares to 2016 when 128 pledged totaling \$324,680.

Following the in-gathering, Mother Betty said that Denise Dietrich, an Office Angel, would enter the time/talent info from the pledge cards, and she would give that info to each ministry group chair. Then, Mother Betty would write a letter thanking those parishioners who pledged, and those that had not pledged would receive a follow-up phone call from a Vestry member.

The plans for 2017 are to continue the Facebook project, “...I am St. David’s” and to develop a year-round Stewardship Campaign of Time/Talent/Treasure with the Vestry and the new rector. In closing, Webster’s defines stewardship as ‘the aspect of religious life...dealing with the individual’s responsibility for sharing systematically and proportionately his time, talent, and material possessions in the service of God and for the benefit of all mankind.’ Thank you to all who are St. David’s stewards.

Respectfully submitted,

Kirsten Book
Bev Carlson
Pat Coleman

Steve Crawl
Ethel Edwards, Chair

Susan Farmer
Lynn Thompson, Treasurer