

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



**Annual Parish Meeting
January 20, 2019**

St. David's Annual Meeting January 20, 2019

Meeting opens with Eucharist at 10:30 am

Rector's Address during the service

After concluding hymn:

Appointment of the Clerk of the meeting — Patricia Coleman

Review of Agenda

Approval of Minutes of the 2018 Annual Meeting

Notice of the Rules of Order – Annual Meeting

Appointment of Tellers in case they are necessary

Recognition of outgoing Clerk, Mary Hillin

Thank you to outgoing vestry members:

- Senior Warden Lynda Cowl
- Chris Holman
- Bob Exon

The Nomination Committee presents:

- Election of 3 members of the Vestry (each for 3-year terms)
 - Steve Cowl
 - Bryan Irvine
 - Christie Wedeking
- Election of 1 member of Vestry for the remaining 1 year of an unexpired term:
 - Stacie Davis

Reaffirmation of Diocesan Convention Delegates:

- Lynda Cowl
- Tuck Duncan
- Christie Wedeking
- Alternate: Mary Ann Jennings

Endowment Committee Appointments for 3 year terms:

- Terry Martinez

Report of the Senior Warden- in packet

Report of the Treasurer, Presentation of 2018 budget

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 something 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, the chair 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):

- Must be a communicant in good standing, as determined by the Rector
- Be at least 16 years of age
- Have contributed financially to the support of the parish

**St. David's Episcopal Church Annual Meeting
Minutes
Sunday, January 21, 2018**

The Annual Meeting of St. David's Episcopal Church was held on January 21, 2018 at 10:30 A.M. The Meeting opened with Eucharist and continued after the concluding hymn.

The Rector's Address During the Service

St David's has been in a time of transition. The congregation has overcome the fire and major staff changes. Mother Vicki expressed her thankfulness that the Holy Spirit has brought St David's and herself together. St David's is a very resilient congregation that is ready to move forward. She noted that St David's is really three congregations in one community who respect and care for one another but don't have a great deal of direct contact with each other unless it's an event like the Annual Meeting which brings them together.

Outreach

There has been an outreach emphasis on direct assistance to individuals through Doorstep, Let's Help and other community agencies. The Summer Lunch Program was a big success with food being provided for school children and their parents, as well, as activities and books. There are plans to continue the program next summer if it is available.

St David's is joining with Grace Cathedral and twenty other congregations in Topeka in JUMP an organization focused on needs in the community through the study of issues and advocacy to bring about change. Lack of housing and mental health service needs have been studied by the organization in the past.

Sacred Arts Committee

A Sacred Arts Committee has been formed to brighten up the Nave throughout the church year. The banners used during Advent were well received.

Worship Committee

The Worship Committee is placing emphasis on new members becoming involved in activities and welcoming visitors.

Education Committee

The Education Committee has a program of Adult Education offerings, will be hiring a part-time Youth Minister and is continually working with the Sunday School program.

The tables and chairs in the St. Phillip's room are being replaced to facilitate it's use for educational programs.

Stewardship Committee

Has done a wonderful job this year.

The Annual Meeting continued after a brief break.

Mother Vicki appointed Mary Hillin Clerk Pro-Tem for the meeting.

The Agenda was approved as presented.

Notice of the Rules of Order – Annual Meeting were reviewed

The minutes of the 2017 Annual Meeting were approved as presented on a motion by Jim Edwards, and a second by Ethel Edwards. They were approved by the congregation.

Appointment of Tellers in case they are necessary: Mike Francis, Peggy Shaverdi

Thank you to outgoing vestry members: Mike Francis, Peggy Shaverdi and Jenny Typer.

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

The nomination of Brett Bauer, Steve Acker and Linda Sheetz to a three-year term on the Vestry was made by Mike Francis. It was seconded by Staci Davis. They were elected by acclamation.

Election of 1 member of Vestry for the remaining 2 years of his term: Mike Becerra

The nomination of Mike Becerra to a two-year term on the Vestry was made by Mike Francis. It was seconded by Chris Holman. He was elected by acclamation.

Reaffirmation of Diocesan Convention Delegates:

Lynda Crowl, Denise Dietrich and Tuck Duncan were reaffirmed as delegates.
Christy Wedeking was appointed alternate.

The Diocesan Convention is October 19, 2018 when a new Bishop will be elected.

Endowment Committee:

Endowment Committee appointment for a three-year term: Karen Clowers and Mike Homan.

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; Jim Edwards, John Koepke, Kevin McFarland and Van Chang, Shirley Golos and Amy DuPuis.

In the last quarter of 2017, we added PayPal as an option for making online pledge payments and other donations to St. David's. Even though PayPal would prefer it, you do not have to have a PayPal account to make payments using this process.

The income for St. David's 2018 budget is built solely its parishioners' pledges and donations. There was no need to ask for a donation from the Endowment. However, the Endowment Committee approved \$15,000 returned funds for use if needed. And the Vestry just approved \$5,200 of these funds to replace the tables and chairs in the St. Phillip's room, leaving \$9,800 available for future use this year, if needed.

If our new budget is any indication, 2018 should be a great year for St. David's. Our pledge and offering income is up \$12,000 over 2017. We have expanded our outreach ministry and increased the funding of other programs, including funding for a part time youth director.

Your Finance Committee and Stewardship Committee thanks each of you for your Time, Talent and Treasure dedicated to making St. David's not only a great worship and fellowship center, but an outstanding asset for our community.

Report of the Senior Warden

The Report is attached for reading and study.

Report of the Junior Warden

The Report is attached for reading and study.

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

Respectfully submitted,
Mary Hillin
Clerk Pro Term

Senior Warden Report

First of all, I want to extend my appreciation for the opportunity and honor of serving a three-year term on the St. David's Vestry as Junior Warden during 2017 and Senior Warden for the last year. I take great pride in our congregation and the many services that we provide in the Topeka community.

One of the great accomplishments during my time on the vestry has been development of the summer lunch program in collaboration with Topeka Public Schools and the Kansas State Department of Education. Seeing the work of the many volunteers serving food to children and their caregivers and providing a variety of activities when children are finished eating was an incredible sight to see.

The great work of our stewardship ministry group that has made stewardship a year-round program to encourage parishioners to consider the gift of time, treasure, and talent to the many ministries and activities that St. David's supports throughout the year.

It has been very exciting that we have been able to again hire a youth minister who works with the youth of the parish. One of the really great developments of the past year has been how often we have youth participating in worship and the music program. I hope we continue to convey to the youth and children how important they are to the work in which we are engaged.

The Courtyard Ministry group has done a wonderful job of beautifying that very sacred space. The group developed an attractive brochure that answers many of the questions that are often heard about the Courtyard.

That hardy bunch of cooks and kitchen cleaners continue to provide a wonderful breakfast most Sunday mornings. Although many people assume that donations fund breakfast, the parish budget supplements the cost of this wonderful opportunity to gather for fellowship on Sunday mornings.

The reality is that there are many groups and individuals who provide all kinds of gifts of time and talent to St. David's including the musicians, Altar Guild, sound and video technicians, those who provide pastoral care, office angels, Sunday School teachers, adult formation facilitators and leaders, building and grounds maintenance people, security committee, finance and endowment groups and on and on. The fact is that the Senior Warden has a fairly small part in getting these many things done, but I want to recognize all of you without whom my job as Senior Warden would have been impossible. Please know that if I left out recognition of your group or activity it was not intentional.

-Lynda Crowl

Jr. Warden Report

I came into the position of Acting Jr. Warden during late fall of 2018. At that point we had to face a couple of significant expenditures. One was for the aging heating/cooling plant that provides for the center of our building (office spaces) which first had a failed bearing on the blower motor, followed by a more serious problem of a hole in the heat exchanger, discovered when the bearing was replaced. About that same time the freezer in the kitchen quit working as a freezer. Rather than continuing to spend money helping the old unit keep limping along, we opted to replace it with a more modern freezer that is not known to have the same problems as the unit that failed. We also had to have the yearly sweep of failed lights in the building requiring the services of an electrician and lift. Although this a yearly expense, it does add up! Our flat roof likely will continue to prove problematic as we have had at least one continuing leak in the area where the roof was replaced a couple of years ago.

The time is coming to think about care outside the building itself. The parking lot is deteriorating and needs work to better control drainage to reduce water wear across the asphalt. The grounds have been somewhat neglected and we may need to think about some landscaping issues such as mulching, removing of some of the greenery and/or installation of new greenery. We need to have a continuing Buildings & Grounds group to evaluate or needs, and help prioritize these projects for the well-being of the parish, buildings, and grounds.

-Bryan Irvine

St. David's Endowment Board of Trustees

Members of the Board of Trustees:

- Larry Buening
- Karen Clowers
- Jim Edwards
- Sandra French
- Shirley Golos (Vestry Representative)
- Mike Homan
- Marcia Kemper
- Mother Vicki Smith (Rector)
- Lynn Thompson (Parish Treasurer)

St David's Endowment Fund was established on June 30, 1999 with \$25,235. As of the December 31, 2017, the Fund had a market value of \$762,867. The approximate value of the fund as of December 31, 2018 was \$778,000.

During 2018, the Endowment Fund assisted in the financing of several ministries, or projects of those ministries, in accordance with its Bylaws. For 2019, the Endowment Fund will assist with up to \$20,000 being used for qualified expenditures.

The Endowment Board entered into the second year of working with the Topeka Community (TCF), which serves as the repository of the Endowment Funds in addition to using the TCF investment team as fund managers.

Respectfully Submitted,

Jim Edwards
Chair, Endowment Board of Trustees

Report of the Music Director / Choirmaster

The music program at St. David's continues to thrive and to take an active role in creating meaningful worship.

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 David Prager, Isabella Davis, and the entire Bauer family, the part time participation of Paiden and Clayson Rosine, and the welcomed seasonal assistance of David Hall. The choir was quite busy, as always, with the annual Holy Week activities, Service of Lessons and Carols and both Christmas Eve services in addition to their weekly psalm duty and offertory and communion anthems. Along with our new additions, members of the choir include Shirlie Hudson, Karen Clowers, Susan Farmer, Jacque Stroud, Christie Wedeking, Lynda Crowell, Bill Sowers, Jim Clowers, Herschel Stroud, and Kyle Smith.

The contemporary ensemble provided offertory and communion anthems on the second Sunday of each month throughout the past year. We remain grateful to the members of that organization for their continued presence and participation. In an effort to involve more, and varied musicians in worship, the second Sunday will be open to anyone who feels called to participate as they are able in this important ministry. Kirsten Book will coordinate Second Sunday music with the assistance of the music director.

The music department was the recipient of a tremendous gift from the estate of Marcia Ransom, for which we are extremely grateful. Plans for this gift are in progress.

Future plans include the possibility of reorganizing and restarting the hand chime choir on a limited service basis. More information will be forthcoming.

For more information and rehearsal schedules, please contact the music director via email, Kristi@stdavidschurch.com or by calling the church office.

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

Worship Committee

The Worship Committee is a vibrant group that is hard working and committed. As I lead the group for the second year, I would like to thank each and every one for their discipleship. We meet 5 times a year with Mother Vicki to review and update worship and worship related activities.

When I think of this past year, perhaps we could be re-named the worship and food committee. Let me explain, We initiated a flaming coffee hour to celebrate Pentecost. We served pie after the joint Lutheran-Episcopal Thanksgiving Eve service. Following the children's Christmas pageant worship, the worship committee hosted a chili and soup lunch to celebrate our value for the children and their parents in our congregation .

For the committee,

Eva Brown, Kristi Baker, Kirsten Book, Amy Dupuis, Mike Francis, April Holman, Dawn O'Brien, Scott Satterthwaite, Kyle Smith, Mother Vicki

Contemporary Group

Contemporary group went through some changes this year. We lost 2 members and gained 1, this past Fall. As we enter the New Year, the Sunday for Contemporary Group (2nd Sunday, usually) will now be for anyone to contribute to the Worship Service through musical expression.

Acolytes

Acolytes are doing well. For the first time since I've been doing the scheduling and training, there are more acolytes than Sundays in the month. Trainings are done as needed but at least once a year. There are currently 17 active acolytes.

Adult Forum

The committee added a few new members this past year. The committee now consists of:

- Lynda Cowl
- Mike Francis
- Mary Hillin
- Linda Stanfill
- Mother Vicki Smith
- Meredith Williard
- Deacon Mary Becker, coordinator.

During 2018, classes offered included:

“The first three Big Stories of the Bible” – presented by Steve Roth

Easter Earthquake Lenten Study – led by Meredith Williard

Creation Care – presentation by Judy Scherf

Community representatives gave presentations on VIDA Ministry, Topeka Center for Peace and Justice, Jayhawk Area Council on Aging, and the Alzheimer's Association.

Civil Discourse – four week class led by Meredith Williard and Linda Stanfill

Advent Study on Lectionary Passages led by Deacon Mary

Youth Ministry

Since becoming the Youth Activities Director on October 1st, 2018, I have felt so welcomed and supported by the congregation and staff. What a blessing of fine young adults attend St. David's Church! I feel so lucky to work with them. Our first meeting in October, we discussed what the kids want from Youth Group and what it should look like. We came up with a 4 pronged approach. On a monthly basis we are trying to, at least once, do:

1. a youth activity promote a sense of community and belonging.
2. an outreach activity to help the community outside our doors.
3. an in-reach activity to support the St. David's endeavors.
4. a fundraising activity to finance the 1st three activities.

We currently have 15 active youth in our Youth Group in 6th-12th grade. Next Fall, we will have several new additions as our current 5th graders transition to 6th grade!

Here is what we've been up to:

- October - Meeting, activity - Gary's Berries, dinner @ Sonic, Project Terror (13 participants)
- November - Meeting and Lunch.
- December - Meeting and Lunch, activity - SkyZone (12 participants), Served Lunch at Let's Help, Bake Sale, Hot Cocoa and Cider Christmas Eve.
- Between the bake sale and hot cocoa sale - we made over \$200.00 and are using that money to purchase items for the Rector's Pantry.
- We will be having a Parent's Meeting on February 3rd to revise policies regarding meetings and activities.
- We are in the process of updating everyone who works with children's Safe Church certifications with the Diocese and are helping to promote participation in Diocesan Youth Events.
- Going forward into the New Year, we will be busy on the 4th Sunday of each month! We will be serving a cold breakfast that will warm you up, between the Sunday morning services, and after the 10:30 a.m. service, we will provide Coffee Hour.

Thank you! -

Mary Howell, Youth Activities Director

OUTREACH CORE MINISTRY

Mission Statement

The mission statement of the Outreach Core Ministry; “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

\$8500 was allocated to Outreach for 2018. Of this amount, \$4000 went to the purchase of food for Let’s Help luncheons. \$798 for the Summer Food Lunch Program, \$1000 for JUMP, \$200 for ShareFest and the remaining with cash donations divided equally among Topeka Rescue Mission, Let’s Help, Doorstep and Marian Clinic.

2018 Programs and Activities

Servant Shop---Pam Tregemba continued to serve as the manager of the Servant Shop. This includes the buying and selling of merchandise, HyVee grocery cards, jewelry, t-shirts, and other books and items during the year and at the Bazaar. Revenue also included sale of quilts made by Diana Allen, receipts from purchases made at Dillon’s and two St. David’s nights at McAlister’s Deli, sale of certificates by Terry Martinez for the Great Topeka Duck Race, and receipts from the garage sale at the Koepke residence. From the revenue derived from all receipts, \$7100 was donated in 2018---\$300 to the Rector’s Discretionary Fund \$1700 each to Let’s Help, Marian Clinic, Doorstep and Rescue Mission. After including the amounts contributed during 2018, the total charitable contributions made from the Servant Shop since it was begun in 2001 is \$53,562.34.

Let’s Help--Food was purchased for lunches that were prepared and served to approximately 4000 people during the year. 35-40 parishioners, including many of the youth, shared in the purchasing, preparation, serving, and cleanup required to serve an average of 350-400 people in 11/2 hours on the fourth Wednesday of each month at a cost of only about \$1 per person. 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. She sold tickets and created a theme basket for Operation Soup Line. She collected children’s gift contributed to the Christmas Store sold cinnamon rolls. 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. The bin collections in May, June, August and September all went to Doorstep.

ShareFest 2017---Dennis Hodgins served as coordinator this year. St. David’s was well represented with 25 parishioners working for 4 hours 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 2018, Outreach participated in the Summer Food Service Program provided by the United States Department of Agriculture. We served as a site for lunches for seven weeks with U.S.D. 501 as our sponsor. 1239 meals were provided---1026 to children. There were 600 volunteer hours provided by the 35 volunteers.

Miscellaneous--Monthly collections are made to the bins in the Narthex---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 Whitson Elementary in July. Members also participated in the St. David's Bazaar.

Conclusion

It continues to be an honor to serve as chair of the Outreach Core Ministry. The amount of time, talent and effort donated by our parishioners each year in reaching out to our community continues to amaze.

Respectfully submitted,
Larry Buening, Chair

Stewardship Committee

In 2018, the Stewardship Committee – Amy Bauer, Ginny Becerra, Bev Carlson, Pat Coleman, Steve Crowl, Ethel Edwards, and Jeannine Lambert -- as well as Lynn Thompson, treasurer, met monthly. The Committee continues to believe that Stewardship/Stewardship Education must be a year-round program. The Committee has tried to do that with the ATT's weekly "Stewardship Snippet."

During the year, the Stewardship Committee hosted two Sunday morning coffees, one in the spring and one in the fall. We also displayed our "We Want You" photo.

Thanks to the efforts of Lynn Thompson, treasurer, St. Davidians are able to donate online via St. David's website. In 2018, over \$500 was contributed monthly via PayPal with a credit or a debit card.

This year's Every Member Canvass began the last weekend of September at all three services, Steve Crowl shared his thoughts on stewardship – time, talent, and treasure. The stewardship packet was distributed to parishioners that were in attendance at each of the services. Those not in attendance were mailed their packet. The Committee made follow-up phone calls to thank those parishioners who have returned time and talent forms and pledge forms. The Vestry is making/made follow-up phone calls to those parishioners who have not returned that information.

Following the In-gathering the first weekend of December, the Stewardship Committee entered all information on the time and talent forms into a database. Each ministry chair received a list of parishioners interested in more information about the ministry and a list of parishioners who are members of that ministry.

In 2017, the estimated budget was \$403,590. The actual budget for 2017 was \$483,405. The budget for 2018 was \$379,110.

For 2019, 167 packets were distributed. To date (January 9, 2019), 87 family units have pledged \$290,650. Seventy-five individuals have returned the time and talent forms. To compare, in 2018, 107 family units pledged \$315,381. In 2017, 106 pledges totaled \$295,000; and in 2016, 128 pledges totaled \$324,680.

The plans for 2019 include keeping the term 'steward/stewardship' and what it means to be a good steward of time, talent, and treasure and to recruit committee members. In the Sermon on the Mount, Jesus tells us:

"Give, and it will be given to you. A good measure, pressed down, shaken together, running over, will be put into your lap; for the measure you give will be the measure you get back." Luke 6:38 (NRSV)

Thank you to all who are St. David's stewards.

Respectfully submitted,

Amy Bauer	Ginny Becerra	Bev Carlson	Pat Coleman
Steve Crowl	Ethel Edwards, Chair	Jeannine Lambert	Lynn Thompson, Treasurer