



# St. Thomas' Parish 2009 Annual Parish Report



**DELIVERED MARCH 7, 2010**

A Welcoming and Inclusive Episcopal Congregation  
Seeking Both To Know Christ and To Make Christ Known.

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# Rector's Annual Meeting Sermon

Delivered March 1, 2009

Let us pray:

*Loving God, we gather today to tend to the business of your parish family at St. Thomas. We ask that you preside over our hearts and minds as we seek to discover what you have in store for us as your Church in the year ahead. Draw near to us and stay close as we ponder the shape of our life together. Set us free, we pray, to choose to be yoked to one another. Bless the new leadership we raise up for the coming year. Enliven our insights; give courage to our intentions. Bind us together by your love, and bring hope to life for us, and through us for your creation. Teach us to desire your Spirit to strengthen, equip, and support us in all our ministries of loving service to the world about us. Awaken the Christ within each of us, to take our part in your unfinished mission of reconciliation. To you we pray, Triune God who calls us into being, makes whole our failings, and leads us by love to life that will never die. Amen.*

For the fifth time I have the honor to stand before you as your priest and rector to offer an annual reporting of the state of the communion that binds us together as a parish, and the potential for God to come to life in our future in ways as yet not even fully dreamed. In our Anglican tradition, the highest form of the practice of ordained ministry has long been that of parish priest, tasked with care for part of Christ's flock. In the ministry of Word, it is a parish priest's high calling to make certain that the voice of the Good Shepherd is both heard and known. In the ministry of Sacrament, it is a parish priest who is charged with presiding over the very presence of God in ordinary bread and wine, offered for ordinary people in ordinary time. Thank you, once again, for giving me the chance to practice my vocation, to follow my calling to the humbling ministry of parish priest, and in doing so to be with you in all



**Rev. Dr. Nancy Lee Jose**

the moments of your lives where human need and divine grace intertwine and sometimes collide. It is in serving you as your priests that John Dwyer and I both encounter again the mystery of the vows we took at our ordinations, when our Bishops admonished us saying, "you are to love and serve the people among whom you work, caring alike for young and old, strong and weak, rich and poor... in all you do, nourish Christ's people from the riches of his grace, and strengthen them to glorify God in this life and in the life to come." This is also a call to each of you, too, not just your clergy, for it is in community that we exist together as the Body of Christ, and together offer the gifts of prophetic hospitality to our neighbors inside and outside of the Church.

The committee accomplishments narrated in the Report of the Annual Meeting are just one way of acknowledging the extent to which spiritual life is something we're all in together. The Annual Report reminds us, for example, that every time we gather for worship and hospitality, there are approximately 75 persons behind the scenes who get us here! By the time the bell rings to summon us to worship, the lights and heat are working because bills have been paid. We know what hymns to sing because bulletins have been produced, while phones were ringing and being answered and doors were being opened or being secured. Tim Hagy and the choir have rehearsed dozens of hours, ushers have been scheduled, worship teams assembled, processional crosses polished and linens ironed. The flower guild has made its arrangements. Sweets have been bought and delivered, and coffee has been made by Evelyn, even as Esteban has followed right behind you the last time you were here to keep things as clean and orderly as possible, inside and out. Sermons have been written, altar guilds have set the table, clergy have stayed up late and gotten up early to rehearse and prepare, to provide pastoral care between services, and respond to last

minute catastrophes. Meanwhile, the vestry already has been meeting, planning for tomorrow, trying to decide how to keep the buildings open and the budgets in the black, even as you are trying to decide whether to go to church or brunch today!

Because all of us are doing all of our parts, our life together as a parish has drawn more and more of you through our doors; and more of you have stayed, have become active participants in the life of the congregation, and have become supportive of our ministries through your financial support as well as your undisputable talents. Since I began as your Rector barely more than four years ago, (1) Average Sunday attendance has increased by 40% to 156. (2) Membership in the parish has increased by 78% to 378, with those participating regularly in worship and financial support of the parish increasing by 17% to 252. (3) The total amount of financial pledges by parishioners has increased 20% to \$271,565, with the average annual pledge increasing 38% to \$2,687. (4) The total parish budget has increased by 17% to \$509,973. (5) During a four year period that saw the U.S. stock market decline by almost 33%, the parish's endowment from the insurance payments following the 1970 fire, has retained almost 91% of its value.

These figures, however, are just the numerical indicators of something far more important and lasting. This is the spirit of hope and the deepening patterns of faithfulness that are taking root in the life of this parish. In corporate worship, individual spiritual formation, and mission in service to the world around us, new patterns of spiritual maturity and responsiveness to others are emerging at St. Thomas' Parish. Sunday worship regularly features gifted and inspirational preaching, not only by the clergy of the parish, but by other clergy and laity who are regular worshiping members of St. Thomas' Parish, as well as visiting bishops, seminary faculty, and other distinguished guests. Our worship is enriched and deepened through the ministry of our director of music, Tim Hagy, who serves as choir director; organ, piano and harpsichord accompanist and soloist; and composer of liturgical music for the congregation. In addition to the 9 and 11 a.m. Sunday services, a regular Sunday evening Taize worship service with music & lay homilies has been added that is regularly drawing 20-40 worshipers to this uniquely

meditative time of music, silence and Eucharist.

The parish also continues to develop an innovative Art of Pastoral Ministry mentoring program for new clergy; under its auspices, St. Thomas' hired its first Assoc. Rector in several decades, The Rev. John Dwyer, whose term with us extends through 2010.

The parish's Executive Committee continues to work with the Vestry and Committee Chairs to coordinate the wide varieties of ministries supported by the congregation. For example, our Pastoral Care Committee, the revitalized and expanded Inclusion Committee, and the Godly Play program (and dedicated space) for children have opened new dimensions of parish programming.

The mission of the parish continues to extend further into the city and world around us. These forms of 'outreach' include ministries as diverse as Communications Team and ground-breaking parish website, which includes a parish store, photo gallery, and regular podcast's of sermons. Outreach at St. Thomas' Parish also includes our ever-expanding participation in Capitol Pride events each year ~ especially the parade, which since 2005 regularly includes a St. Thomas' contingent with banners, handouts along the parade route, and a convertible carrying the Bishop of the Diocese of Washington, John Chane. A service of blessing for all persons in committed relationships has been developed under the encouragement of Louie Stewart and held the past two years as part of Pride week. The parish continues to invest personal time as well as congregational funds to support Samaritan Ministries; NA and AA 12-Step Groups are welcomed in our buildings each week; mission trips and ministries extend our resources each year among Central American settings.

Simply put, the corporate heartbeat of St. Thomas' is a reflection of your devotion and spiritual journey. You are the reason we can say with assurance, Sunday after Sunday, that St. Thomas' Parish is place to find and be found by God. All of us are part of something that is, however, far larger than a parish. In fact, I believe that the vision and hope of St. Thomas' Parish, and the vitality and growth we have seen in our midst the past several years, are manifestations of a spiritual movement that has been aptly identified and named by Brian McLaren, our diocese convention speaker, as our Episcopal Moment - a time in the

history of not just our nation, but our world, when the spiritual practices of worship and graciousness that have defined 'the Episcopal Church' for so long, are being sought by more and more people who long for precisely what we have found – and offer – here at St. Thomas' Parish.

Retired bishop, Mark Dyer is fond of saying that “about every five hundred years the Church feels compelled to have a giant rummage sale.” We clear out lots of old, stuffy things; recycle theological insights and ways of worship that are old hat to us, but novelties to other religious traditions; and make room for new things, even when we have not yet found them or even know what they are.

Some commentators, like Phyllis Tickle, see this cycle happening about twice every millennium. For example, if we go back 500 years from the present, we bump into the Great Reformation of 1517, and its recovery of spiritual vitality from the wooden forms of medieval orthodoxy. 500 years before that is the year 1054, when the Eastern and Western forms of Christian faith and practice broke apart. Five hundred years before that, the great ecumenical Councils of Ephesus, Chalcedon, and Constantinople sorted out the outlines of Christian belief. And a half century before that we have, of course, the birth and life and death of Jesus of Nazareth. And we could go on – 500 years before Jesus was the Exile in Babylon and the age of the prophets; and 500 years before that the end of the age of the Judges, and the establishment of the Davidic monarchy; and a half-millennium before that the beginning of Abraham's journey, a wandering Aramaean believing only in God's faithfulness and the audacity of hope!

In our own day, as at each of those pivotal moments in the past – times of crisis and disorientation – new opportunities arose for faithfulness. In our own denomination, and indeed our own neighborhood here in Washington, DC, in spite of the decline of a lot of churches, St. Thomas' Parish is growing. It's not that people are joining our ranks because we're getting bigger; rather, we're getting bigger because people like many of you are joining our ranks because the word is out that we are a neighborhood church where all are welcome. Where once at St. Thomas' this radical hospitality meant mostly that we were a place of security for gays and lesbians to thrive, now it means

that here you don't even have to be gay or lesbian to be loved, cared for, and encouraged to love and serve others with all that you are and have.

Our own history as a parish, though not measurable in centuries, has been marked by three important turning points that have defined and will define for the future the shape of our identity and mission. I strongly believe we're at the beginning of the third defining movement of the Holy Spirit in the life of St. Thomas' Parish – which is even more providentially timed if it's also occurring just at a time when the larger church is entering another 500 year cycle.

1. The first significant historical marker for St. Thomas' was the laying of the cornerstone in 1894. The Rev. Aspinwall, the first rector of this parish, celebrated the first service in the original Gothic sanctuary in 1899, and went on to shape our Episcopal identity as an urban Episcopal congregation.

2. The next defining marker for St. Thomas' was the destruction of the original sanctuary by the fire in August 1970 during the tenure of The Rev. Henry Breul, and the congregation's decision to convert the former footprint of a Gothic church that had been home to Franklin and Eleanor Roosevelt into public gardens that welcomed all who passed by, while moving their worship space and identity to our current “Upper Room”.

3. We stand now on the threshold of the third defining moment in the history of St. Thomas' Parish. For 110 years lives have been formed and transformed in this sacred space, building on that first defining moment at the turn of the twentieth century. And for almost 40 of those 110 years, St. Thomas' Parish has been defined by the loss of what had defined it for the previous 70 years, that immense Gothic-styled space that came to an end through arson and flame. Henry Breul is said to have remarked to Rachel Keynton the morning after the fire, “it's not what it was yesterday!” And he knew that it also went without saying that “St. Thomas' Parish was not what it was the day before.” It now faced a challenge that would define it more than any structure ever could. Seeing ourselves heroically as a “Phoenix rising from the ashes,” the identity of St. Thomas' Parish has been defined now for almost four

decades by the challenge of what faithfulness meant in the face of destruction and loss.

Now, we face a different challenge, that of discovering what faithfulness means and looks like in response to the needs of the world around us for gathering places where all are truly welcome – discovering what it should look like not to gather with a holy remnant upstairs where the only habitable space remained following the fire, but to gather with enough space that we will not have to turn away the very people who are responding to God’s call to them by walking through the doors of St. Thomas’ Parish and feeling, often times for the first times in your lives, welcome and needed, indeed desired?

In this third moment of challenge and possibility, our collective identity is being formed by (1) the challenge of growth—people just keep coming (2) our choice to respond positively to that growth with the ongoing development of internal infrastructures of staff and programs, and (3) the maturation of our understanding of our mission of radical hospitality.

Many if not most of us have at one moment or another been struck by the irony that faithfulness in our own time now may demand precisely what faithfulness 40 years ago had to live without – a worship space adequate not just to a privileged few, but capable of genuinely inviting others in to the welcome of God’s table, and meaning it, by making sure there are enough places for all to sit down.

Our journey as a congregation to claim as our own this new vision that God seems to have of us and our mission has led us to work with one of our members, architect Matt Jarvis, to give visible expression to what faithfulness to the ministry of radical, indeed prophetic, hospitality might look like. Hanging on the walls of the Guild Room downstairs are Matt’s renderings of a new sanctuary proclaiming a gospel of Jesus that is transparent, that proclaims all are welcome in God’s church, and that the love of God and neighbor is a message not bound by history nor limited by the future! It is a building that tries to bring to expression our common experience of both the pain and hope of the world that is urging us forward to build a new home for the spiritual community of St. Thomas’ Parish.

We’re being called upon as a people of faith to make our choices in a spirit of hope. Our story of now is a story about challenge. And in the future the story

that will be told of us will be a story of how we chose to meet that challenge. Here’s how I envision the Episcopal way of moving forward towards our destiny for the future.

As a people of the Book of Common Prayer, Episcopalians stereotypically first pray together. We worship. And in the spirit of worship and ‘prayer in community,’ we seek to move beyond fear, judgment, self-serving agendas, and risk-averse-analysis to let this moment in our history be what it is, and as it is. When we begin by praying together, as a community, we already are finding that we’re making great strides in moving beyond adversarial thinking into prayerful reflection.

Such praying, Anglicans have long been fond of saying, shapes our believing. Our both/and way of praying – both as individual, and as a community, both through preached word and celebrated sacrament – provides the gift of humility to learn and listen to one another that allows ambiguity and uncertainty, rather than demanding absolute certainty or an all-or-nothing way of being in relationship. We’ve grown towards a third way of living life together as a community of Common Prayer that resists being reduced either to a fight or to flight – “my way or the highway.” mentality reflective of the secular world around us.

When we begin by worshiping this way, we also find we start to live in a more deeply transformative way – we want to be different and to make a difference. Living into this desire to make a difference requires us to learn how to be both spiritual and active, inwardly and outwardly focused, prayerful and socially-engaged, studying the Bible and doing justice, practicing contemplation and serving soup, rediscovering the power of the monastic tradition while simultaneously learning to be agents of transformation in the midst of the struggles to live in the world as it is.

When we do, we find ourselves on the way to becoming rainbow people in the fullest meaning of the phrase, a people learning to keep covenant both with God and one another, as did God and Noah at a pivotal moment in Genesis:

*Then God said to Noah... “As for me, I am establishing my covenant with you and your descendants after you... “This is the sign of the covenant that I make between me and you and every living creature that is with you, for all future generations: I have set my bow in the clouds, and it shall be a sign of the covenant between me and the earth...*

Our mission, dear people of St. Thomas' Parish, is to live ever more fully into our identity as a true "rainbow people," not just allowing others to come in our doors, but entering into covenant with them – the covenant of life together as God's beloved people, now in for all future generations. God does not live in the rainbow, anymore than future generations of St. Thomas' Parishioners will live in a new building as a privileged club or place of spiritual escape. The place that we do, and will, call St. Thomas' Parish must be above all a rainbow sign of God's covenant with us, and our covenant with our neighbors. The reality of the place will be measured by the reality of the hospitality that is experienced there and the hospitality of God to all of God's children which we learn there but then take out to share extravagantly in the world around us, as God has so extravagantly loved us, and will love us, to the end of time.

Meister Eckhart, a 13th century German mystic, wrote:

*"What good is it to me if this eternal birth of the divine Son takes place unceasingly but does not take place within myself? And, what good is it to me if Mary is full of grace and if I am not also full of grace? What good is it to me for the Creator to give birth to his Son if I do not also give birth to him in my time and in my culture? This, then, is the fullness of time; when the Son of God is begotten in us."*

Submitted by Nancy Lee Jose, 8th Rector,  
St. Thomas' Parish

## The Assistant Rector's Report

Friends:

2009 was a fast-paced, roller-coaster of a year. I found the year filled with changes and opportunities and challenges. Weddings and unions, births and baptisms, illnesses and recoveries, deaths and funerals punctuated the year, all providing the blessings of community making abundantly clear God's presence in our lives.

Nancy Lee's injury, subsequent surgery and recovery period proved demanding and provided many opportunities for the lay leadership and I to work closely together in new ways. I found this experience



**John Dwyer**

to be one of the most profound ones of my time here at St. Thomas'. I want to thank the Wardens for their confidence and support during that challenging time.

We are all in a time of transition: transition in our giving, transition in our growth and expansion, transition in our discernment. Life is full of grace-filled moments, but particularly during times of transition. I look forward to those continuing moments during my remaining time with you. In times of transition I find solace and strength in a prayer found on page 832 of The Book of Common Prayer, entitled "For Quiet Confidence".

*O God of peace, who has taught us that in returning and rest we shall be saved, in quietness and in confidence shall be our strength: By the might of your Spirit lift us, we pray, to your presence, where we may be still and know that you are God; through Jesus Christ our Lord. Amen.*

God's Blessings and Peace,

Submitted by John Dwyer, Assistant Rector,  
St. Thomas' Parish

# Minutes of St. Thomas' Parish Annual Meeting

*Held March 1, 2009*

**T**he 2009 annual meeting of St. Thomas' Episcopal Church was gavelled into session by Rev. Nancy Lee Jose at 11:30 a.m. Sunday, March 1, 2009.

Minutes from the 2008 meeting were reviewed and adopted.

Treasurer Dan Costello presented a report on the state of parish finances and accepted questions from the congregation.

Senior Warden John Carter presented his report on the state of the parish.

Reports from other parish committees were presented and the congregation was referred to the printed annual report for complete details.

Nominating Committee Chairman Michael Mattmiller presented two candidates for vestry openings: Matt Cloninger and Clinton Anderson. No nominations were received from the floor and the two candidates were elected by acclamation.

Outgoing vestry members Barbara Hays and Michael Mattmiller were recognized and thanked for their service.

The meeting was adjourned at 1 p.m.

*Submitted by John Carter, Senior Warden*

# Nominating Committee Report

**P**er the parish by-laws, the vestry approved formation of a nominating committee at its November meeting. The outgoing vestry members John Carter, Kristin Queen Schaffer, Dan Costello, Brad Latham and Camille Blake Fall were automatically named as members. Invitations were extended to five additional parishioners to serve on the committee: Jon Radulovic, Barbara Hays, Dennis Hobb, Jeff Kibler and Byron Smalley.

The committee met in January and determined a list of potential candidates to fill the five vacancies. The following five people agreed to run at the March 7 annual meeting: Aaron Adkins (three-year term), John Johnson (senior warden, three-year term), Kristen Jones (three-year term), Ivan Santos (three-year term) and David Swanson (two-year term).

*Submitted by John Carter, Senior Warden*



**John Carter**

# Senior Warden's Report

I end my tenure as your senior warden today with a deep feeling of gratitude. I didn't always love the amount of time the job required, but I always, always felt useful. It's a great thing to be of service to a community.

Clearly the satisfactions of service are shared by many people in our congregation. I look first at our spiritual leaders - Nancy Lee, John and Tim - whose commitment to us goes far beyond what we could ever afford to pay them. Committee chairs and members pour their souls into parish work, often with little recognition.

One of the important spiritual lessons I've learned at St. Thomas' is that you find God in the company of your fellow man. Early in my return to religion as an adult, I carried this unspoken assumption that salvation would be the result of one-on-one work with God. I felt I could find God on my own.



**John Carter**

I've since learned that redemption rests on seeing the face of Jesus in every face you meet. In my own form of prayer, I concentrate every day on seeing Jesus in the folks who annoy, frustrate or anger me. I look for Jesus in the face of dog owners who don't clean up after their pets in our park. I look for Jesus in the face of repairmen who tell us our building needs expensive repairs. I look for Jesus in the face of parishioners critical of a particular decision I or the vestry have made.

Ultimately I'm grateful because being senior warden has helped me along in my spiritual journey. I tithe. I pray daily. I have become certified as a mentor in the Education for Ministry program. All of these developments are a direct result of having had the privilege of becoming intimate with this congregation.

My prayer is that the parish has benefitted as much as I have. I know for a fact we've been busy.

Parishioners serve on the altar. Parishioners raise and count the money we need to sustain ourselves. Parishioners bring along the next generation of believers through Godly Play. Parishioners help us keep in touch with each other through our website, e-mails and newsletters. Parishioners direct our commitment to our fellow man through the outreach program. Parishioners shape our bright future on the fundraising and building committees.

We have an average Sunday attendance of about 140 souls and 110 of these folks made a pledge for 2010, nearly 80 percent. I would guess that at least 70 folks are regularly active on one committee or another, about 50 percent of our average attendance. These are humbling numbers. These are numbers that reflect a congregation that is eager to serve.

Thanks for letting me share in your service.

*Submitted by John Carter, Senior Warden*

# 2009 Treasurer's and Finance Committee Report

The Parish finished 2009 with an operating deficit of \$41,733. Operating income was \$435,593; \$44,327 (9.2%) less than budgeted revenues of \$479,920. Operating expenses were \$477,326; \$894 (0.2%) less than budgeted expenses of \$478,221. This report will summarize the parish's spending for operations and how we funded them. This report

does not address restricted funds (memorial donations and other specified gifts) or the endowment.



Dan Costello

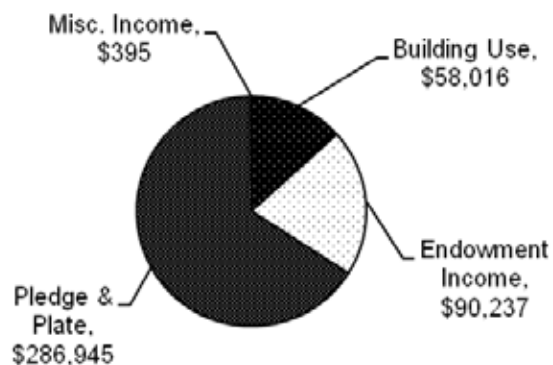
The primary cause of the deficit was due to decreased collections of pledge and plate revenue. The downturn in the economy and the parishioners leaving the parish were main reasons for the decrease in parishioner contributions.



Drew Boatner

Based upon pledge commitments and our best estimates of other parish income, the vestry was required to make large budget cuts for 2010 in order to balance the budget. The significant budget reductions include:

- Increasing the Reserve for Uncollectible Pledges from 9% to 15% [\$15,700]
  - Elimination of paid choir members after Easter Services [\$13,500]
  - Reduction our EDOW pledge from 10% of NOI to approx. 6% of NOI [\$18,700]
  - Elimination of Coffee Steward as of March 31st and coffee hour supplies as of Feb. 2010 [\$5,000]
  - Elimination of the Assistant Rector Position after John Dwyer's term ends in July/Aug. [\$26,400]
  - No cost of living adjustments for clergy and staff.
- Revenues primarily came from pledges and trust income. The graph illustrates the revenue mix:



## HIGHLIGHTS OF OUR 2009 OPERATING REVENUES:

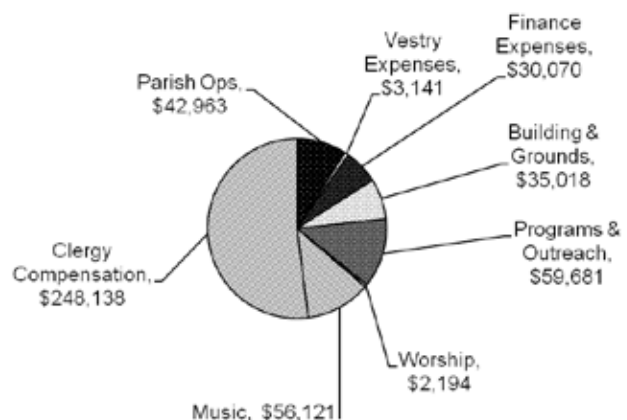
Pledges & Plate continues to be our primary source of funding at \$286,945, or 66% of total revenues. For reporting purposes, we are now combining pledges & plate as one number. Pledges and plate came in 11.7% under budget.

Endowment Income was our second largest source at \$90,237 or 20.7%.

Building Income was our third largest source of income at \$58,016, or 13.3%.

Parishioners paid 85% of what they pledged; the parish collected 81% of budgeted pledge and plate in 2009.

Our 2009 operating expenses reflect how St. Thomas' fulfilled its mission as a Christ-centered community in today's world. The graph breaks down our expenses into eight broad programming categories:



**THE KEY COMPONENTS ARE:**

Clergy compensation: this is our largest expense category befitting our parish size.

Parish Operations includes the parish secretary's and sexton's compensations.

Programs & Outreach includes our pledge to the Diocese of Washington.

Music covers Music Director's compensation plus expenses for the music program.

Building and Grounds includes utilities, repairs and maintenance to the physical plant.

Finance Expenses – this covers insurance on the facility & staff, payroll services, outside bookkeeping and audit expenses.

Worship includes flowers and altar supplies.

Vestry Expenses includes that of vestry retreats and sundry expenses.

Overall expenses were under budget by \$894 (0.02%).

*Submitted by Dan Costello, Treasurer, and  
Drew Boatner, Finance Committee Chairperson*

## Summary of Account Balances

Account Name	12/31/2009	12/31/2008	12/31/2007	12/31/2006
<b>CASH:</b>				
Operating Accounts (including MMF)	\$18,782	\$17,140	\$42,578	\$65,684
Adjustment for Restricted Funds	(\$5,871)	(\$15,669)	(\$15,144)	N/A
Net Unrestricted Funds	\$12,911	\$1,471	\$27,434	N/A
Capital Reserve Checking	\$3,982	\$35,316	\$12,458	\$1,885
Building Campaign Checking (New 2009)	\$26,741			
<b>INVESTMENTS:</b>				
Endowment Account	\$2,358,420	\$2,242,977	\$2,617,228	\$2,627,337
Capital Reserve Fund	\$59,905	\$163,125	\$200,406	\$210,893
Hudders Fund	\$53,934	\$54,433	\$53,869	\$52,308
PAX World Fund (Fisher Outreach Funds)	\$60,111	\$49,535	\$71,502	\$69,874
WACIF (Fisher Outreach Funds)	\$35,000	\$35,000	\$35,000	\$35,000
<b>Total Investments</b>	<b>\$2,567,370</b>	<b>\$2,545,070</b>	<b>\$2,978,005</b>	<b>\$2,995,412</b>

## St. Thomas Parish 2009 Actual Unrestricted (Operating) Income & Expenses

	2009 Budget	2009 Actual Dec 31st	2009 Act. %	2010 Budget	Change - 2009 Act
<b>INCOME</b>					
Building Use	\$71,000	\$58,016	13.3%	\$60,000	3.4%
Endowment Income	\$80,000	\$90,237	20.7%	\$85,000	-5.8%
Miscellaneous	\$4,000	\$395	0.1%	\$3,500	786.1%
Plate	\$31,000	\$13,307		\$15,000	
Pledges	\$312,000	\$273,638		\$292,000	
Other Year Pledges	\$10,000	\$-		\$-	
Less: Reserve for Uncollectible Pledges	\$(28,080)	\$-		\$(43,800)	
Net Pledges	\$293,920	\$273,638		\$248,200	
Net Pledge & Plate Income	\$324,920	\$286,945	65.9%	\$263,200	-8.3%
<b>TOTAL INCOME</b>	<b>\$479,920</b>	<b>\$435,593</b>	<b>100.0%</b>	<b>\$411,700</b>	<b>-5.5%</b>

## ST. THOMAS' PARISH FINANCIALS

## St. Thomas Parish 2009 Actual Unrestricted (Operating) Income &amp; Expenses (CONTINUED)

	2009 Budget	2009 Actual Dec 31st	2009 Act. %	2010 Budget	Change - 2009 Act
<b>EXPENSES</b>					
<b>1. Parish Operations</b>					
Office Expenses	\$6,600	\$9,902		\$6,600	-33.3%
Parish Secretary's Compensation	\$20,152	\$18,766		\$20,152	7.4%
Sexton's Compensation	\$14,040	\$14,295		\$14,040	-1.8%
<b>Total Parish Operations</b>	<b>\$40,792</b>	<b>\$42,963</b>	<b>9.0%</b>	<b>\$40,792</b>	<b>-5.1%</b>
<b>2. Vestry Expenses</b>					
	\$2,000	\$3,141	0.7%	\$2,000	-36.3%
<b>3. Finance Expenses</b>					
Endowment Expenses	\$500	\$1,540		\$500	N/A
Bank & Finance Charges	\$500	\$1,559		\$1,000	-35.9%
Insurance	\$20,000	\$11,029		\$20,000	81.3%
Professional Expenses	\$15,000	\$15,942		\$15,000	-5.9%
Reserves for Uncollected Pledges	\$-	\$-		\$-	N/A
Property Taxes on Rectory	\$12,487	\$-		\$5,000	N/A
<b>Total Finance Committee</b>	<b>\$48,487</b>	<b>\$30,070</b>	<b>6.3%</b>	<b>\$41,500</b>	<b>38.0%</b>
<b>4. Building &amp; Grounds</b>					
Parish Utilities	\$20,000	\$19,556		\$20,000	2.3%
Maintenance	\$7,500	\$7,175		\$7,500	4.5%
Trash Collection	\$2,800	\$2,666		\$2,800	5.0%
Park Maintenance	\$4,500	\$5,621		\$4,500	-19.9%
<b>Total B &amp; G Expenses</b>	<b>\$34,800</b>	<b>\$35,018</b>	<b>7.3%</b>	<b>\$34,800</b>	<b>-0.6%</b>
<b>5. Programs &amp; Operations</b>					
EDW Pledge	\$42,744	\$42,744		\$24,000	-43.9%
Outreach	\$3,500	\$7,882		\$3,500	-55.6%
Inclusion	\$500	\$(25)		\$500	N/A
Pastoral Care	\$250	\$65		\$100	N/A
Parish Life	\$4,200	\$7,468		\$2,350	-68.5%
Stewardship	\$1,000	\$800		\$1,000	25.0%
Communications	\$-	\$747		\$500	-33.1%
Christian Education	\$1,800	\$-		\$100	N/A
Art & Spirituality	\$-	\$-		\$-	N/A
<b>Total Programs &amp; Outreach</b>	<b>\$53,994</b>	<b>\$59,681</b>	<b>12.5%</b>	<b>\$32,050</b>	<b>-46.3%</b>

## ST. THOMAS' PARISH FINANCIALS

## St. Thomas Parish 2009 Actual Unrestricted (Operating) Income &amp; Expenses (CONTINUED)

<b>EXPENSES</b> (CONTINUED)	<b>2009 Budget</b>	<b>2009 Actual</b> Dec 31st	<b>2009 Act. %</b>	<b>2010 Budget</b>	<b>Change -</b> <b>2009 Act</b>
<b>6. Worship</b>					
Theological Education	\$-	\$13		\$-	
Subscriptions/ Bulletin	\$-	\$-		\$-	
Worship Supplies	\$2,000	\$2,181		\$2,000	-8.3%
Church-Laundry/Cleaning	\$-	\$-		\$-	
Supply Clergy	\$-	\$-		\$1,500	
<b>Total Worship</b>	<b>\$2,000</b>	<b>\$2,194</b>	<b>0.5%</b>	<b>\$3,500</b>	<b>59.5%</b>
<b>7. Music Program</b>					
Programming	\$2,000	\$657		\$1,000	52.2%
Choir Expenses	\$19,008	\$22,215		\$8,500	-61.7%
Music Director's Compensation	\$34,161	\$33,249		\$34,161	2.7%
<b>Total Music</b>	<b>\$55,169</b>	<b>\$56,121</b>	<b>11.8%</b>	<b>\$43,661</b>	<b>-22.2%</b>
<b>8. Clergy Compensation</b>					
Assist. Rector's Salary	\$36,684	\$38,042		\$24,456	
Assist. Rector's Benefits	\$45,603	\$48,286		\$30,433	
Assist. Rector's Continuing Ed	\$1,000	\$61		\$1,000	
<b>Assist. Rector's Total Compensation</b>	<b>\$83,287</b>	<b>\$86,389</b>	<b>18.1%</b>	<b>\$55,889</b>	<b>-35.3%</b>
Rector's Salary	\$70,504	\$8,368		\$8,368	
Rector's Benefits	\$76,088	\$143,752		\$137,956	
Rector's Professional Expenses	\$11,100	\$9,629		\$11,100	
Rectory Utilities & Maintenance	\$-	\$-		\$-	
<b>Total Rector's Compensation</b>	<b>\$157,692</b>	<b>\$161,749</b>	<b>33.9%</b>	<b>\$157,424</b>	<b>-2.7%</b>
<b>Total Clergy Compensation</b>	<b>\$240,979</b>	<b>\$248,138</b>	<b>52.0%</b>	<b>\$213,313</b>	<b>-14.0%</b>
<b>TOTAL EXPENSES</b>	<b>\$478,221</b>	<b>\$477,326</b>	<b>100.0%</b>	<b>\$411,616</b>	<b>-13.8%</b>
<b>NET INCOME OVER EXPENSES</b>	<b>\$1,699</b>	<b>(\$41,733)</b>		<b>\$84</b>	

ST. THOMAS' PARISH FINANCIALS

St. Thomas Parish - 2009 Capital Expenditures & 2010 Capital Projections

<b>Capital Expenditures</b>	<b>2009 Disbursements</b>	<b>2010 Projections</b>	<b>Comments</b>
Church Improvements	\$5,899	\$6,000.0	
Rectory Improvements	\$13,985	\$4,000.0	
Park	\$-		
Church Equipment & Furniture	\$8,665	\$8,000.0	
<b>Building Campaign:</b>	\$-		
Fundraising	\$26,311		Primarily Episcopal Church Foundation
Construction Costs	\$59,312	\$60,000.0	Primarily Architectural, Engineering, and Survey Fees
<b>Total Building Campaign</b>	<b>\$85,623</b>	<b>\$60,000.0</b>	
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$114,172</b>	<b>\$78,000.0</b>	

*Note:* Parish also has a note payable to EDOW for \$26,723 related to Building Campaign fundraising and construction costs.

*Note:* 2010 Construction Costs are estimated through 5/31/10.

# Adult Education and Formation Committee

**T**he St. Thomas Education and Formation Committee exists to assist parishioners with learning about our faith and how to practice it not only on Sundays but in everyday life. We help parishioners celebrate the Episcopal Church's commitment to Scripture and Tradition and also to the powers of human reason that allow us to discover what it means to be formed in God's image and to let God's image show in all that we are and do.

The St. Thomas Education and Formation Committee began 2009-10 with two co-chairs, Timothy Johnson and Dave Kucharski. In November, due to other significant life commitments, Tim asked to resign. The Committee wishes to thank Tim for his outstanding dedication and accomplishments as co-chair.



The Committee meets the first Wednesday of every month at 6:30 pm. Members of the Committee in 2009-10 are, besides Dave: Wayne Floyd, Peter Kronenberg, Brad Latham, Leti Marquez, Kevin Montgomery, and John Stanton.

To accomplish our committee's purpose, we offer a variety of learning and experiential activities, some continued from previous years and some new during 2009-10. Highlights of the activities held so far include:

- The Committee facilitated a ten-week Confirmation Class from late September through late November. The class included weekly Sunday evening meetings as well as a day-long retreat the Saturday before the Diocesan confirmation service at the National Cathedral. Six parishioners were confirmed/received.
- In October, the Committee assisted with an educational forum on the creation and performing of same-sex blessing rites, held at the request of St. Mark's Parish in Richmond, Virginia. Nancy Lee and Wayne provided spiritual and historical context

for same-sex rites, and a number of same-sex couples from St. Thomas shared their personal experiences with planning/participating in those celebrations. The event was attended by parishioners from St. Mark's as well as from members of other congregations interested in learning about full inclusion of same-sex couples.

- The Committee hosted a Sunday Morning Gospel Study at 10 am each week during the fall. Parishioners gathered informally to share reflections on the Gospel lesson for that week. Due to low attendance, the event was concluded prior to the start of Advent. The Committee currently is discussing other ways of providing Scripture study for the parish.
- On November 5, the Committee assisted parishioner Paul Isakson in hosting a presentation on Advancing LGBT Rights in South Asia. Three activists from various areas of that region discussed the state of LGBT rights in their home countries. The event drew a good-sized crowd of St. Thomas parishioners and persons from the wider community.
- Kevin facilitated an Advent Twilight Retreat on Saturday, December 12. The event began with evening prayer and a light soup/salad supper, then continued with a showing of portions of the documentary "Into Great Silence," about monastic spirituality.

Activities planned for 2009-10 but not yet begun at the time this report was prepared include:

- The Committee will collaborate with John Carter once again to organize and facilitate the 2010 St. Thomas Parish Retreat. The event will be held at Shrine Mont Retreat Center in Orkney Springs, Virginia, May 28-30 (Memorial Day weekend). More details will be forthcoming.
- Due to the success of the St. Mark's in Richmond Educational Forum, Nancy Lee has asked the Committee to help plan a similar event here at St. Thomas this spring. The event will have a similar format, beginning with addressing the theological,

liturgical and pastoral aspects of same-sex rites and concluding with several same-sex couples from the parish sharing their stories. We plan to invite students from Virginia Theological Seminary and Wesley Theological Seminary as well as guests from throughout the dioceses of Washington, Baltimore and Virginia. This event marks an opportunity for St. Thomas to witness to the larger church about one way we live radical inclusion.

Even while the Committee plans and hosts these events, our committee members are engaging in a larger discussion of the vision/theme of formation at St. Thomas. We continue to be committed to providing formation that is both relevant to our parishioners' lives and that helps us gain deeper understanding of how God is calling us to grow in living our faith.

*Submitted by Dave Kuchariski*

## Altar Guild

After years of service as the Altar Guild chair, Jeff Kibler passed the reins to me last summer, and I have very much enjoyed the honor of leading a great group of people in this ministry. We had a busy year, and I would like to thank all the people who volunteer their time in keeping the worship space crisp and beautiful. Our current Altar Guild comprises Michael Bell, Jeffrey Franke, Dennis Hobb, Michael Kavanagh, Jeff Kibler, Kevin Montgomery, John Stanton, and myself. Aaron Adkins does a wonderful job of baking bread for our communion every Sunday.



**Pepin Tuma**

The Altar Guild supports the Rector and the entire parish. It has a very special function preparing the altar and the church for Eucharist at the three regular Sunday services, the holy days, and the great festivals of the church such as Christmas and Easter. At St. Thomas, a quarterly duty schedule is prepared, and we remain flexible in accommodating individual circumstances as needed.

Our work begins on Saturday. We set up the communion vessels (wine, water and bread) and holy books, and arrange linens on the altar. On Sunday morning we move the accoutrements into place. After services on Sunday, we wash everything and store it for the next service. We also wash, dry, and iron the various linens used in the services, and we periodically polish the silver and brass and purchase candles.

The Rev. John Dwyer, who has been a great help to me in the transition, drafted a detailed "How-to Guide" that will assist us in training future members. We are in need of a new fair linen for the altar this year, and I also would like to extend an invitation to anyone who might be interested to join the Altar Guild. It is a soulful and personal ministry, allowing time to reflect privately as one prepares the church, and I am happy to talk with any of you about coming on board.

*Submitted by Pepin Tuma*

# Building/Capital Campaign Committee

In July 2009 the vestry of St. Thomas' Parish commissioned a building committee to oversee a capital campaign and liaison with our hired architect for a proposed new sanctuary to service our growing congregation. This committee was to be chaired by the Junior Warden and consist of two additional vestry members as well as representation for the external fundraising group, construction project management and finance.



**Matt Cloninger**

Since that time a building committee was formed and has met on a bi-weekly basis with our architect, Mr. Matt Jarvis. We have served to represent the interests of St. Thomas' and the vestry to ensure that the design of the proposed new sanctuary meets both the function and the design needs of our parish. Our committee is also overseeing the capital campaign effort and the groups responsible for its planning and implementation. In addition to this we are beginning efforts to reach out to community organizations that could have a potential impact on our efforts to enlist their support by providing information of our intentions regarding a new building.

As a result of our efforts and work two parish meetings were called to cover four focus areas: a newly revised design, internal campaign, external campaign, and financial feasibility. In preparation for the capital campaign kick-off regular announcements have been made in our weekly bulletins as well as other communication outlets such as our website, the Phoenix newsletter and email blasts. The official kick-off for the capital

campaign is scheduled for March 6<sup>th</sup> when a parish dinner will be held for all parishioners to celebrate the beginning of our fundraising efforts. Much planning and preparation has already been done to ensure that we are successful in reaching our goal. The capital campaign effort will run through May with the next pending milestone decision set to be made by the vestry in June.

The building committee members are:

Matthew Cloninger, Chair

Clinton Anderson

Jean Holman

Dave Vanneman

John Johnson

Mark Wherry

Ivan Santos

*Submitted by Matt Cloninger*

# Children's Christian Education and Godly Play Report

In the fall of 2007, St. Thomas introduced Godly Play, a Montessori-based learning method for children's Christian formation. St. Thomas has embraced Godly Play enthusiastically and eagerly welcomes new children and families for both weekly and less frequent participation.

## CHANGES THIS YEAR AND THOSE TO COME

We experienced a number of changes to our Godly Play family over the course of 2009. We bid a warm goodbye to Missy Morain, skilled facilitator and talented mentor, who arrived at St. Thomas two years prior to help shape the implementation of Godly Play at St. Thomas. In addition, we bid goodbye to Will Brennom, long-time participant in our Godly Play program and member of St. Thomas.

Despite the departure of these dear members of our parish and Godly Play program, we saw God's blessing in growing our numbers throughout 2009. Three new children joined our program in 2009, and three new adults joined our ranks as Storytellers and/or Doorkeepers.

As several members of our program are "graduating" into adulthood, Kevin Montgomery, one of our instructors, is spearheading our exploration of ways to engage the older children of our parish in Christian formation. Kevin is discerning the appropriate means of engaging these youth in new discussions and new encounters with the liturgy on Sunday mornings, through the incorporation of a new curriculum and broader involvement from the parish. He will be reporting back to the committee with recommendations, as we continue to seek input from the clergy and vestry in this opportunity to develop our resources for our young people at St. Thomas.

## GODLY PLAY CLASS OVERVIEW

What exactly is Godly Play? Godly Play is a process of spiritual formation for children that is designed to mirror an Episcopal worship service. While it is best

to see Godly Play first hand, the following provides a brief overview.

Classes begin at 10:45 a.m. Before class, the children are greeted enthusiastically by the Doorkeeper outside the Godly Play room. The Doorkeeper spends the time right before class begins by helping the children prepare themselves to enter this sacred space and hear the lesson.

Once inside, the children are presented with a hands-on lesson, told by the Storyteller, usually related to the church calendar or coinciding with the scriptural readings appointed for that Sunday. Knowing that different children have different

learning styles, Godly Play incorporates tactile, auditory, and even taste and smell experiences in presenting the Lesson. Lessons include The Flood and the Ark, The Parable of the Mustard Seed, and Jonah, the Backward Prophet. They also include "liturgical action lessons" during which children learn about the church's ceremonies, including Holy Baptism and Holy Eucharist. The Doorkeeper is also present throughout the Godly Play class to assist the Storyteller.

After the lesson, storyteller poses a series of wondering questions to the children. These questions allow the children to explore their own interpretations of the lesson and to share them with others. The Storyteller listens respectfully to each child's response without suggesting that any particular answer is right or wrong. The children may also pose their own wondering questions to the group.

Following the wondering questions, the children are given time to respond to the lesson using a medium of their choice. Children are given the opportunity to choose whether to use various art materials, continue to work with the storytelling materials, or to engage in some other way to express their thoughts and feelings



Mike Bell

about that day's lesson or previous lessons. The response is not teacher-directed, but child-directed.

Following the response time, the children are prepared to join the entire St. Thomas community upstairs for the feast of Holy Eucharist. Once the children have joined the congregation in the sanctuary, they participate in the service from a seating area reserved for ministries with children or with their families. Children also volunteer to participate at the altar during the Eucharistic prayer and during the presentation of the gifts.

### **JOIN US!**

We always welcome new children to join us—whether it be on a weekly basis or occasionally. For more information, please speak with our rector, Nancy Lee Jose, our assistant rector, John Dwyer or any of the Godly Play Team below.

In addition, we welcome inquiries into participating in ministry with young people at St. Thomas. As required by The Episcopal Church, all Godly Play teachers attend a “Safeguarding God’s Children” program sponsored by the Episcopal Diocese of Washington within six months of beginning work with our parish’s young people.

The Godly Play Team includes our current Storytellers and Doorkeepers:

Michael Bell

Kevin Montgomery (joined the team in 2009)

Clinton Pavelko (joined the team in 2009)

Jonathan Moore

Chris Norman (joined the team in 2009)

Sarah Stewart

We are actively looking for new team members who feel led by the Holy Spirit to help minister with our young people. Please talk with any current team members or the clergy of St. Thomas for additional information on how to get involved!

*Submitted by Michael Bell*

# Communications Committee

**T**he mission of the communications committee is two-fold. We provide resources to facilitate communication among the rectors, staff, and parishioners and we share St. Thomas' message of loving, accepting Christianity with our neighbors both in DC and around the world. The communications committee is lucky to have such a direct opportunity to evangelize to those with open minds and open hearts.

Because of our unique position as a resource committee we have a wide variety of responsibilities. We are responsible for ensuring that the activities, policies and programs of the Parish are communicated in a concise and consistent manner through the Parish's newsletter, mailings, brochures, e-mail notifications and the Parish website. Committee members assist in the writing and production of the newsletter, promote Parish activities to the local media, design signs and banners, edit special mailings, manage the Parish's information technology and systems, and supervise and maintain the Parish website. With the help of our Parish Secretary we maintain the Parish database, supply the office stationary and maintain the Parish calendar.

This year we kept our dynamic website up to date with news on Parish activities and other happenings of interest to Parishioners. Using the software Joomla on the backend allows us to upload content to the website quickly and easily. This content is automatically listed on the front page of the website and placed in the correct committee section. We use "banner ads" to promote Parish events and programs this allows for a cleaner more professional front page.

Joomla has also allowed us to upload podcasts of our Sunday sermons. Amy Cardus has taken a leadership role in organizing a quarterly podcast schedule, enabling each member of the Communications Committee to know when it's their turn to perform this service. We



**Gregory Mackmin**



**Nate West**

are fortunate to have so many interested volunteers that no one person is called upon more than two or three times per quarter. After the sermons are recorded and checked for sound quality, they are uploaded to a file server where Bettina Hager makes them available through our website. Podcasts are also available by subscription through iTunes.

Jean Holman has been passing her knowledge of the St. Thomas' website on to Bettina Hager who was agreed to take over those responsibilities (email blasts, web content, photo gallery updates, etc.) as Jean has moved on to a position with the Vestry.

Gregory Mackmin is our new Co-Chair and is helping to coordinate efforts within the Committee. He's passed on his editorial knowledge of the *Phoenix* newsletter to Kevin Reid. Gregory is now helping to

spearhead the use of a new online "Collaboration" site which will eventually replace the less efficient means of communications among the committees and their members.

Christopher Richmond is our "Director of New Media" and has been using his film school background to create inspiring new videos for use with the Capital Campaign.

This year the communications team got a new editor for the *Phoenix*, Kevin Reid. Under his supervision, the *Phoenix* has been timely and has been given a more polished look. Kevin is a wonderful match for this role as he has an extensive professional background in web publishing. We continue to publish the *Phoenix* on monthly basis since the website, email blasts, and bulletin inserts provide timely news to the Parish.

Once again for this year's stewardship campaign we created an online thermometer for tracking pledges. We provided forms for online pledging and RSVP forms for stewardship get-togethers.

The Communications Team received and installed

new art panels to cover an entire wall of the Godly Play Room, working night time and weekend hours. Future panels are planned in order to complete the room décor.

This year we have solved the persistent problem of an unreliable wireless network connection between the main office and other sections of the church. Our solution called for an additional wireless router to be installed upstairs and a physical cable connection between the upstairs and downstairs units. This eliminated the problem we were having with our broadcast signal not being able to pass through the old stone walls of the church.

We are always looking for new members, not just people with technical skills but artists, graphic designers, photographers and writers who can help us develop content and produce professional publications and products. This year we have been truly blessed with the number of new members among our ranks, not only enhancing but adding to the variety of services we can provide to St. Thomas'.

We on the Communications Team are grateful to God for the opportunity to serve our Parish through this ministry, and we look forward to an exciting year ahead as we continue to find new and creative ways to fulfill our mission.

*Submitted by Gregory Mackmin and Nate West*

## Executive Committee

To say that our parish is in a time of transition is an understatement. In 2009, we actively and thoughtfully wrestled with the idea of growing and building our physical presence. A group of parishioners have taken on the exploration of our physical body and community with excitement and eagerness. While our parish has meditated on these outwardly changes a group of men and women have kept our internal systems moving. The committees that make up the backbone of our parish life continue to strive to meet the demands of a growing parish.

I took over the role of Chair of the Executive Committee, following Christopher Armstrong, in September 2009. Formed three years ago, the Executive Committee is a lay-lead, lay-centered committee. Every other month the chairs of each committee convene to share, collaborate



**Kristin Queen Shaffer**

and explore ways we can make the community of St. Thomas' stronger. The first three years focused on creating a structure for committee collaboration and a venue for sharing and reporting our independent activities. Throughout 2009, the focus has been on how to develop stronger communication policies and identify not only more opportunities for collaboration but, where necessary, fold committees with similar areas of focus under one committee. Several of our committees had become a committee of one or two dedicated members while others were actually successful "initiatives" that needed a committee home. For example, our 20's and 30's group and Inclusion have been folded into Parish Life while Outreach and Formation's Green Door initiative have mutual members who help keep the two committees informed of opportunities to connect and work in partnership. Our hope is that the energy generated by new and successful initiatives and activities will help breath new

life into existing committee, while at the same time, allow existing committees to provide the structure and institutional knowledge that is needed to successfully support and integrate these initiatives into the life of our parish. The idea is to not squander or burn out our greatest asset: our human resources.

Over the next year our goal is to generate even more meaningful opportunities for new and existing members to contribute to the life of our parish. We will be calling on you to help us create and participate in hands-on, community-centered events this year. How can you support our committees in the next year? Attend a committee-sponsored event, send us an idea for event or initiative and consider joining a committee. St. Thomas' is only as strong as its community and its community is you.

*Submitted by Kristin Queen Shaffer*

## Greeter Committee

**H**ave you ever been greeted by a St. Thomas' Greeter as you entered our church doors for Sunday services? Have the Greeters smiled at you? Perhaps known your name? Waved at you as you approached the church from down the street? I imagine all of you have had this experience. How did it make you feel? Did it make you feel acknowledged? Did it make you feel welcomed? Did it start to make you feel like you belonged or that this church community could take hold in your heart? Did it start to make you feel like the decision to come to this very church may just have been the right one?



**Jerry Donahoe**

Has anyone ever approached you at coffee hour and said "hello" and introduced themselves? Has anyone, Greeter or not, helped make an introduction to you of another parishioner? Did it make you feel like a connection was being made? Like this could be a good church home? Did it bear witness to St. T's as a welcoming place? How important is it for our church to be welcoming? Are all Christian churches welcoming? Are all Christian churches the same? What is the reputation of Christianity in the Year 2010? Is it easy in this environment to find a church home? Or can it be intimidating?

Without any knowledge of our church, what makes people know, as they approach our doors, that we will welcome them and accept them? That choosing our church this Sunday will be the right choice? That God's grace can be found here at St. Thomas' as manifested in our parishioners and services? Don't newcomers begin to know us by the way we extend ourselves to them as they first walk up to our church doors? And how we welcome them inside to the glory of Christ's love and the opportunities for spiritual growth and challenge here? We all have found a special home here. Let us spread God's Good News, which is our Good News.

Won't you become part of our Greeting ministry at St. Thomas' Parish?

Our goals for 2010 include increasing our team size of 13 so we can adequately cover three services. We aspire to have at least three Greeters for the 11AM, one Greeter for the 9 AM, and at least one Greeter for the 5PM. Help us meet our aspirations. Help us, as a community, find our better selves. We are not there yet. Please join us. During a period of twenty weeks, Greeters are assigned five services. Greeters arrive at the church 25-30 minutes before a service and continue greeting another 25-30 minutes following the services. Please speak to a Greeter to sign up or send me an e-mail at [mainescape@aol.com](mailto:mainescape@aol.com).

*Submitted by Jerry Donahoe*

*Greeter Team: Dan Costello, Jerry Donahoe, Greg DuRoss, Jean Holman, Crystal Hudson, Paul Isakson, Kellee Kruse, Jon LeBoeuf, Robert Newlen, Bob Reeg, Steve Schembs, David Swanson, Brian Zimnitzsky.*

# Inclusion Committee

**T**he task of including and incorporating new members into St. Thomas Parish is a crucial and meaningful one; and, it is every parishioner's responsibility! Throughout the year, the inclusion committee has hosted social and spiritual events to assist the parish in including and incorporating people who join us for the first time and choose to stay for as long as they desire and or need our spiritual home.

Social events have included two summer events and a fall event. Our thanks go especially to Chris Norman, Jean Holman, Clinton Pavelko, Jaye Lopez, and Anne VanSoest for opening their homes to us and being phenomenal hosts. At the July Wine & Cheese party at Chris Norman's we hosted approximately 30 people. At the August Pool Party at Jean and Clinton's we hosted approximately 20 people. And, at the October Pumpkin Carving Party we hosted approximately 15 people throughout the afternoon. All of these events were successful in providing a fun-filled atmosphere for parishioners and newcomers alike to make connections to one another.

Spiritual or "churchy" events have included two successful Newcomer's Luncheons and one successful "What's Your Story?" event. At both the April and the November Newcomer's Luncheons, we hosted approximately 30 individuals and gave them time to get to know us as a parish as well as get to know one another. Our spring "What's Your Story?" event hosted approximately 20 individuals who came to share and hear one another share their spiritual journeys that led them to where they are now. These events were successful at deepening our awareness of one another as spiritual people who are finding a place together in Christ at St. Thomas Parish.

As a final initiative of this year, the Inclusion Committee teamed up with Godly Play, Parish Life, and Outreach to host an all parish Advent 3 party complete with tree and cookie decorating, holiday donations to Martha's Outfitters, and holiday donations for people in need beyond the District of

Columbia. This event was a magical and sensational window into the deep caring, generosity, and joy that the people of St. Thomas have individually and collectively. With its great success, the event has already been placed on the parish calendar for Advent 3, 2010.

In December, the Inclusion Committee met and calendared all inclusion events for 2010. Monthly meetings, Newcomer's Luncheons, What's Your Story?



**Jessie Brewster**

events, and social events have been placed on the calendar in order to make what we are doing to assist you as parishioners is transparent and available at all times. In doing this, it is my hope that the transition from Inclusion as its own committee to Inclusion as an initiative of the Parish Life committee will be

a smooth and strong change.

I am hopeful for the year to come and look forward to ongoing parishioner support in growing this very special place we call home. Inclusion is not a committee, it is something we do. It is a job we all have as members of St. Thomas Parish, as followers of Christ, and as human beings that believe in this community. I am grateful and awed by my community and spiritual home on a regular basis and I look forward to how all of us will shine that light to others in the year to come!

*Submitted by Jessie Brewster*

# Music Program – Singing Through Tough Times

If there is a point on which almost everyone agrees, it is that we are passing through a rough patch. The global financial crisis began to affect St. Thomas' Parish during the 2009 budget year, when a 20% reduction in the music program meant finding new ways to sing God's praises.

During the past year, even in tough times, we've kept on singing. We've actually seen an expansion of our music program to include open choir Sundays, when all parishioners, regardless of ability, are invited to come sing for the fun of it. We've inaugurated the first ever St. Thomas' Children's Choir, directed by Diane Atherton. And we've further enriched our worship with music drawn from global sources.



**Timothy Hagy  
(and Magic)**

We gave a spring benefit concert with proceeds going to the music fund.

The musical hallmark of the 11:00 a.m. service continues to be our choir, one of the finest in Washington, and a testimony

to the fact that music nourishes the soul as almost no other medium can.

And yet, here we are in March 2010, with the tradition of paid section leaders, supplementing volunteer singers, poised for extinction. This proven method, meant to insure an exceptional choral sound, was used in the old church before the fire, and continued when the congregation moved into the upper room. Even in bad times, times when the parish was not sure to survive, the thought of diminishing the choir by eliminating paid positions was never approved.

And let me be clear. The choir, without professional support, will not be able to carry on the tradition that the parish has known and loved all of these years.

The Taizé Eucharist at 5 p.m. continues to flourish with members offering their talents to play instruments, and to act as a cantor for the service.

So as we face another tough year, I'm sure that St. Thomas' will weather the storm. I'm confident we will find a way to keep the best of our tradition alive despite a challenging future.

*Submitted by Timothy Hagy, Music Director,  
St. Thomas' Parish*

# Offertory Guild

The members of the Offertory Guild during 2009 and presently are Tony Alverno, Kurt Jacobs, Jaye Lopez, Brett Snyder and Benny Young. Many thanks to them, and also to the members of the Vestry who assist each Sunday with reviewing and recording the offering.

The Offertory Guild handles the offerings gathered at each Sunday morning worship service, the Wednesday noon Eucharist, the Sunday evening Taize services, and at other services and events, as well as handling donations received for use of the Parish Hall, parking lot and Rectory apartment and funds received from the Parish Galas, Art in the Park, Mardi



**Kurt Jacobs**

Gras and similar Parish events. Members of the Guild review every item received in offerings, donations, fund raising appeals and building use, whether received directly in the collection plate, through the mails or on-line. They carefully record each item and the identity of

the donor, and ascribe each item to its appropriate category, such as prior- or current-year pledge income, open plate contributions, Feed-the-Hungry donations, altar flower contributions, building use payments from the numerous groups regularly using the Parish Hall, Rectory apartment income, donations for parking lot use, specified memorial contributions, Art in the Park sales, and so forth. Proper handling of an offering usually takes from one to two hours.

Offerings are reviewed and recorded each Sunday, after services, by a member of the Guild working together with a member of the Vestry, to ensure accountability, adherence to Diocesan recommendations, and swift deposit.

The work of the Guild is the basis for the income-side of the Parish's Quick Book accounts. Because of the Guild's work, the Parish is able to generate quarterly and end-of-the-year contribution statements for Parishioners to use throughout the year and at

income tax time. The Guild's labors permit the Parish Administrator and Treasurer to generate monthly reports, provided to the Vestry, identifying the amount and sources of all Parish income received to date, and thus enable the Parish to track how it is doing financially throughout the year.

The Guild's work includes important inclusion and welcoming facets. When persons new to the Parish or visiting for a special event place a check in the offering or otherwise identify themselves in making a contribution to the Parish, members of the Guild call this to the attention of the Rector, Inclusion Chair, Parish Administrator and other Parish leaders, who are then able to write letters of thanks, include the visitor or newcomer's contact information in the Parish database, and begin the process of welcoming and including this newcomer in the life of the Parish.

*Submitted by Kurt Jacobs*

# Outreach Committee

**O**utreach is one of the ways by which we live the Gospel outside the walls of the Church. St. Thomas' has a long history of involvement in and commitment to many area charities, non-profits and special causes. Outreach promotes the spiritual/theological basis for social ministry, developing priorities of activity and guidelines for giving and coordinating the Church's involvement locally, nationally and internationally.



**David Swanson**

This year, the state of the economy helped shape our outreach efforts. It is with the utmost gratitude that the committee would like to thank the parish for the following successes.

Over \$1,500 was raised in pew donations for our Feed the Hungry campaign. 10 suits and several boxes of toiletries were gathered for Samaritan Ministries. The Christmas gathering for Martha's Outfitters resulted in donations of over 200 pieces of clothing, and enough cash to buy 100 hangers and 20 pairs of shoes. Well over 60 bags (or 2,000lbs) of food have been donated to Martha's table and the National Capital Area Food bank to-date ...and the donations keep coming! Thanks to the generosity of the Parish, Outreach was also able to make cash donations to: the Trinidad Conservation Project, Samaritan Ministry, Transitional Housing Corporation, and the District Alliance for Safe Housing.

The outreach committee would also like to thank the St. Thomas family for their donation of time. With hearty hands we helped paint and repair the Central Union Street Mission, walk in the Fannie Mae Help the Homeless walkathon, and furnished and decorated an apartment for the Transitional Housing Corporation.

We look forward to 2010, concentrating once again on food, shelter, and spirit. Look for upcoming news on how you can be a part of the committee and help shape the program's focus.

*Submitted by David Swanson*

# Parish Life Committee

**P**arish Life is a reflection of who we are as a community. As a community, we should not pretend that 2009 was not a challenging time in both our individual lives and our corporate life as well. Who among us would say that 2009 was a “festive” year? In many ways, our activities as a community of faith, at St. Thomas’ reflected the realities of the economic challenges—painful for many in our midst—that existed in our nation and around the world. We are not as isolated as we sometimes want to think. Indeed we are so connected with one another.



**John Johnson**

The Parish Life Committee, as I have exhorted before is a committee of ALL OF US. While we may not have found way to be as “festive,” given the economic climate around us, we were nonetheless always hospitable, engaging and present for one another and visitor alike since our last annual meeting.

Moving forward the simple reality is, as a committee, Parish Life needs to be a part of a more sustainable committee—Inclusion. In 2010, a melding of Parish Life into the dedicated and organized Inclusion Committee should occur providing a more cohesive and integrated approach to welcome, hospitality and engagement.

In 2009, we were able to celebrate exuberantly Easter with activities for young and old alike. St. Thomas’ continued to show its leadership in Capital Pride activities opening our doors and turning on our grill in a generous show of hospitality and pride in

the Diocese. It is often forgotten, but our coffee-hour continues to be a happy, loud and convivial event each Sunday, where we as a community engage and reconnect with one another. All of you are responsible in some one for making all of the events in our parish life a success. We must, however, pay a special note of thanks to our coffee steward Evelyn MacMillan for her dedication and hard work.

Thanks to everyone at St. Thomas’, we continue to be a place of sanctuary and hospitality.

*Submitted by John Johnson*

# Pastoral Care Committee

The Pastoral Care Ministry of St. Thomas' Parish, Dupont Circle, provides care to the members of the parish and their loved ones who are sick, recovering from illness or surgery, bereaved, in transition, or who have any other need. The Pastoral Care Ministry is carried out by the members of the Pastoral Care Committee and other members of the Parish by providing phone calls, emails, home and hospital visits, cards and support to parishioners or their families at times of death, illness or other crisis, as well as coordinating meals, transportation, and other needed services. The Pastoral Care Ministry includes the Healing Ministry, Eucharistic Visitors, and holiday meals for the parish.

2009 produced several changes in our committee membership and its leadership. Both Co-Chairs of the committee were recruited into new roles in the Sanctuary Building Project, and in the best interest of the committee's work stepped down as leaders. Both remain on the committee as members. Bob Sheavly agreed to become a Co Chair as we moved into 2010. There is currently a need for another Co Chair.

Others within the committee membership resigned while others enthusiastically joined the ranks. Amid all the transitions, our service to St. Thomas Parish was undiminished. Each call to action for those in need was answered with vigor and a strong commitment to our mission.

**Committee Membership:** Michael Bell and Silvio Menzano joined the Pastoral Care Ministry in 2009. Members continuing in the Ministry were Clinton Anderson, Brian Crane, Matt Cloninger, Jan Fetter-Degges, Jason Forman, Ken Gault, Jason Gebhardt, Jim Mills, Bob Sheavly, Sarah Stewart, and Dave Vanneman. Three members resigned from the Pastoral Care Ministry in 2009: Brock Thompson,



**David Vanneman**



**Clinton Anderson**

Greg Duross, and Brad Latham. Greg and Brad became Friends of Pastoral Care.

**Friends of Pastoral Care:** A new designation and corresponding list serve were created this year in an effort to include those who are committed to Pastoral Care work and want to help, but due to time constraints or other reasons can not serve on the committee formally. Friends of Pastoral Care are parishioners who are willing to be called on to respond to Pastoral Care needs in our community as they arise. Greg Duross and Brad Latham are now serving in this manner.

**Eucharistic Visits:** Eucharistic Visits have been provided as requested by the clergy.

**Healing Ministry:** The Healing Rite continued in 2009 at the 11:00 am service on the third Sundays. Clinton Anderson, Matt Cloninger, Ken Gault, Jason Gebhardt, Jim Mills, Sarah Stewart, and Dave Vanneman have served as healing ministers this year.

**Support for Parishioners and others:** The committee continued in 2009 with its response to the identified needs of parishioners, especially those who were hospitalized and to the loved ones of those who had died.

*Submitted by Clinton Anderson and David Vanneman*

# Stewardship Committee

**A**s of the printing of this report, 110 Parishioners have pledged \$295,156 to the 2010 Every Member Campaign. This represents a net increase of three pledges, and a 5 percent decrease in total dollars pledged from 2009<sup>1</sup>. Of the 107 pledges received for the 2009 Every Member Campaign, 80 pledges were renewed. The average renewal pledge increased 10 percent, from \$3,028<sup>2</sup> to \$3,315. 27 pledges were not renewed, representing approximately \$68,000. Further, the Parish received pledges from 20 first-time pledgers; this represents a 37.5 percent decrease from last year's new pledge total of 32. The average new pledge amount remained the same from 2009 to 2010 at \$1,576, but due to the decline in total number of new pledge, the total dollar value of new pledges decreased by approximately \$18,912. We hope the total amount and number of pledges received will increase further, as a number of Parishioners are in the process of being contacted who either were not contacted previously as they had recently joined the Parish or have not yet responded to the EMC. EMC statistics are provided below.

The chair wishes to acknowledge and thank the Stewardship Committee and Vestry for hosting a Stewardship Workshop in the fall directed by the Rev. Kirk Alan Kubicek, Rector at St. Peter's Episcopal Church in Ellicott Cit, MD. Rev. Kubicek also delivered a special guest sermon on stewardship and tithing to the Parish. Members of the Vestry along with the Stewardship Committee and various other Parishioners contacted many fellow Parishioners regarding the EMC during our phone-a-thons. In addition, we continued our "Why I Give" series, where Parishioners agreed to speak at worship services, offering wonderful and moving testimonials that



**Jaye Lopez**

enabled the entire Parish to learn about the many different reasons their fellow Parishioners support the Parish.

And finally, we held our Every Member Counts Stewardship Receptions. Over half a dozen Parishioners agreed to host these informal gathers for their fellow Parishioners. Receptions were designed to provide an opportunity to thank Parishioners for their ongoing commitment and support of the Parish. These receptions allowed for a glimpse into the lives and homes of our hosts, as well as wonderful opportunities to get to know one another better in a more intimate setting. Special thanks goes to Rev. Nancy Lee Jose and Rev. John Dwyer, who both attended all receptions.

*Submitted by Jaye Lopez*

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<sup>1</sup> Revised 2009 EMC pledge total from March 2009 published materials due to double-counting of householded couple's pledge. Revised 2009 EMC pledge total - \$310,217.

<sup>2</sup> Revised average gift for 2009 EMC from March 2009 published materials. Previous 2009 EMC average gift \$3,449.

# Supplemental Material

**THE BYLAWS OF ST. THOMAS' PARISH**  
**Adopted by the Annual Parish Meeting**  
**7 March 1999**  
**Amended by the Annual Parish Meetings on**  
**4 March 2001 and 5 March 2006**

ARTICLE I. Title. The name of the parish is St. Thomas' Parish. It is in union with the Diocese of Washington of the Protestant Episcopal Church in the United States of America and its official address is 1772 Church Street, N. W., Washington, D. C. 20036-1302.

ARTICLE II. Purpose and Policy. The purpose of St. Thomas' Parish is to bear Christ's witness to its community and to the members of its own congregation. To fulfill this purpose, St. Thomas' Parish shall

- A. Provide regularly scheduled services;
- B. Minister to the needs of its members;
- C. Reach out to its neighborhood with Christ's Gospel; and
- D. Carry out the first two commandments: to love the Lord with all your heart, your soul, and your mind; and to love your neighbor as yourself.

ARTICLE III. Voting Membership.

- A. Qualifications. A voting member of St. Thomas' Parish must
  1. Prior to the Annual Parish Meeting, as determined by the Vestry, have been a current supporter of the Parish for at least three months;
  2. Have made his or her communion at St. Thomas' Parish at least three times during the 12 months preceding the Annual Parish Meeting; the clergy being authorized to determine whether this requirement has been met;
  3. Be a member of the church in good standing as defined in Canon 17, Section 1 of Title I of the General Convention of the Protestant Episcopal Church in the United States of America;
  4. Be at least fifteen years of age; and
  5. Have made an identifiable monetary contribution to St. Thomas' Parish in the year preceding the Annual Parish Meeting (such contribution by any member of a household qualifying the household); the Financial Secretary shall be instructed by the Vestry to determine whether this requirement has been met.
- B. Privileges and Obligations. Each voting member of St. Thomas' Parish under A. above is eligible to
  1. Vote on election to the Vestry and any other questions placed before the congregation;
  2. Serve on any committee established pursuant to these bylaws;
  3. Be a member of the Vestry and, if 18 years of age or older, a Warden.

ARTICLE IV. Parish Meetings.

A. Annual Parish Meeting. The Annual Parish Meeting unless otherwise ordered by the Vestry shall be held on the first Sunday in March. Notice of the date, time, and place of the Annual Meeting shall be distributed at least 30 days in advance by mail. At the Annual Parish Meeting the Rector shall preside, if present. In the absence of the Rector, the Senior Warden shall preside, and if not, the Junior Warden shall preside. However, if the Bishop is present, the Bishop may choose to preside. A quorum for the Annual Parish Meeting shall be one-fifth of the voting members of the parish. The business of the meeting shall be

1. To receive the reports of the Rector, the Senior Warden, the Treasurer, the chairpersons of such standing or special committees and the representatives of such organizations as are required by these bylaws to submit annual reports;

2. To elect Senior and Junior Wardens and other members of the Vestry to fill vacancies in existence on the date of the Annual Meeting, from nominees submitted by the Nominating Committee or proposed by members at the Annual Meeting; any election, where there is more than one nominee for a position, shall be conducted by written ballot; the winners shall be determined (see Article VII D) by a majority of votes cast, but no proxy votes are permitted;
3. To vote upon such other questions as may be placed before the membership under these bylaws or by the Vestry, such matters to be published 30 days in advance; however, by a vote of two-thirds of those present and voting this requirement as to prior notice may be lifted;
4. To approve amendments of the bylaws for which a two-thirds majority of the voting members present is required.

B. Special Parish Meetings.

1. A Special Meeting of the Parish may be called by the Rector, by a majority of the Vestry or as a result of a written request from at least 15 voting members of the Parish.
2. Notice of the date, time, place, and purpose of a Special Parish Meeting shall be distributed to members of the Parish at least 10 days prior to the Meeting.
3. At a Special Parish Meeting, the same rules shall govern as to presiding officers and quorum as those established for the Annual Parish Meeting.
4. At a Special Parish Meeting, action may be taken on only those subjects specified in the notice calling the Meeting.

ARTICLE V. Vestry Meetings.

A. Regular Vestry Meetings. Regular meetings of the Vestry shall be held normally once a month on a date and at a place determined by its members.

B. Special Vestry Meetings. Special meetings of the Vestry may be called by the Rector, the Senior Warden, or three members of the Vestry, upon not less than 3 days notice. This advance notice may be shortened by waiver of a majority of the Vestry.

ARTICLE VI. Parish Officers and Vestry.

A. Membership of the Vestry. Beginning in the year 2008, the Vestry shall consist of 12 members, one of whom shall be the Rector, one of whom shall be the Senior Warden, and one of whom shall be the Junior Warden. At the Annual Parish Meeting each year beginning with the year 2006, the outgoing members of the Vestry shall be replaced by three new members, not including any outgoing wardens that are being replaced, so that by the year 2008, there shall be nine regular members of the Vestry in addition to the Rector and the Wardens.

B. Officers of the Parish. Officers of the Parish shall be a Senior Warden, a Junior Warden, a Treasurer, a Secretary and a Financial Secretary.

1. The Senior and Junior Wardens shall be elected by the Parish at an Annual Parish Meeting.
2. The Treasurer shall be selected by the Vestry at its first meeting following the Annual Parish Meeting.
3. The Secretary shall be selected by the Vestry at its first meeting following the Annual Parish Meeting.
4. The Financial Secretary shall be appointed by the Senior Warden with the approval of the Vestry.

C. Term of Office.

1. Vestry Members. The term of office for members of the Vestry shall be three full years; no member of the Vestry may be re-elected until one year has elapsed. This does not preclude the Rector and Wardens from being a member for more than three consecutive years, but a Warden may not serve more than two consecutive terms in the same office.

2. The term of office of the Senior Warden and the Junior Warden shall be three years; provided, that, if the term of office of both the Senior and the Junior Warden expires in the same year, the first term of office for the next elected Senior Warden and Junior Warden shall be two years and three years, respectively.

D. Vacancies. A vacancy in the Vestry shall be filled by appointment of the Vestry until the next Annual Parish Meeting. A vacancy in the Rectorship shall be filled as provided for in Article VIII, B.

E. Removal of Officers and Members of the Vestry. Officers and members of the Vestry may be removed upon the vote of 10 members of the Vestry.

#### ARTICLE VII. Powers and Duties of the Vestry.

A. General Authority. The Vestry shall be the governing body of the Parish and shall have all the powers, duties, and authority granted to it pursuant to applicable civil law, the Constitution and Canons of the Protestant Episcopal Church in the United States of America and of the Diocese of Washington, and these bylaws, including, but not limited to, acting as the agent and legal representative of the Parish in all matters concerning its corporate property and the relations of the Parish to its Clergy.

B. Specific Functions. The Vestry shall

1. Exercise authority over the management, acquisition and disposition of movable and immovable property of the Parish;
2. Exercise general supervision over the financial administration of the Parish and approve:
  - a. The annual operating budget for current operating expenses, not to exceed Parish income. In extraordinary subsequent circumstances, the Vestry may authorize additional expenditures by an affirmative vote by 3/4 (three-quarters) of all the Vestry and Wardens.
  - b. A capital reserve budget to fund capital expenses which are greater than an amount established periodically by the Vestry (but no less than \$500.00) and have a useful life of more than three years;
  - c. A non-Reserve budget to provide for the planned funding of major non-capital expenses (e.g., sabbitacals).
3. Appoint those chairpersons of standing committees not elsewhere designated in these bylaws;
4. Create and designate functions of new standing committees and modify functions of standing committees set up pursuant to these bylaws;
5. Approve the establishment, appoint the chairperson, and designate the duties of special committees;
6. Approve the members of standing and special committees;
7. Elect each Lay Delegate and alternate for St. Thomas' Parish to attend the Diocesan Convention each year in accordance with diocesan Canon 2;
8. Authorize additional persons to sign checks;
9. Establish procedures for conducting annual elections; and
10. By majority action, appoint an Executive Committee which, to the extent provided by resolution of the Vestry, shall have and exercise the authority of the Vestry in the management of the Parish, but any such committee shall have a minimum of two Vestry members, and its creation shall not relieve the Vestry of any responsibility imposed upon it by civil or canon law.

C. Agenda.

1. Items of new business should normally be proposed in time for the Rector and Wardens to include them in the Agenda. However, a majority of the members present may advance items of new business on the Agenda.
2. Copies of the Agenda should be available for all members of the Vestry at the Parish

Office the Sunday preceding each regular meeting of the Vestry.

D. Judging Elections. By majority vote, the members of the Vestry attending the Annual Parish Meeting shall judge the election of the Vestry members at that meeting, the qualifications of voters, and the qualifications of the parishioners proposed to be elected as Vestry members.

E. Quorum. A quorum of the Vestry shall consist of a majority of the Vestry.

#### ARTICLE VIII. The Rector.

A. Duties. The Rector, in addition to such functions as may be assigned by the Canons of the Protestant Episcopal Church in the United States of America and the Diocese of Washington and elsewhere in these bylaws, shall preside over all meetings of the Vestry and shall have a vote in the Vestry. In the absence of the Rector, or the Bishop, the Senior Warden, or if the Senior Warden cannot, the Junior Warden, shall act as presiding officer. The Rector shall be an ex-officio member of all standing or special committees except the Nominating Committee, but shall not normally serve as chairperson of any standing or special committee.

B. Vacancy. When the Rectorship becomes vacant, the Vestry shall, by at least a majority vote, elect a new Rector from among the clergy authorized by the Canons of the General Convention to officiate in the Protestant Episcopal Church in the United States of America. Such election shall follow consultation with the Bishop in conformity with appropriate canons of the General Convention.

C. Contract. The call to a new Rector shall be made to and accepted by the minister in writing and shall contain a provision substantially in the following form: *The Vestry have elected and do invite the Reverend \_\_\_\_\_ to be the Rector of this Parish to serve pursuant to the following understandings.*

1. The Rector shall have an annual beginning salary of \$ \_\_\_\_\_ (state with or without the use of a Rectory).
2. The Rector shall have an annual vacation of (state length of time) with full salary.
3. The Parish shall pay for the Rector the required assessment to the Church Pension Fund in accordance with its rules.
4. This Rectorship shall continue until dissolved by mutual consent (or length of term if agreed upon) or by arbitration and decision as provided by Title III, Canon 19 of the General Convention or applicable canons of the Diocese of Washington.

#### ARTICLE IX. Duties of Officers.

A. The Senior Warden. The Senior Warden shall be responsible for

1. In the absence of the Rector, insuring that the regular worship services of the Parish are held, that substitute clergy are hired as required, and that all other pastoral concerns of the Parish are provided for;
2. Signing all contracts, legal documents, agreements, and the like, which have been approved by a majority vote of the members of the Vestry;
3. Signing checks, and withdrawing money from Parish bank accounts as appropriate, in the absence of the Treasurer;
4. Presiding at the meetings of the Vestry and the Parish in the absence of the Rector;
5. Seeing that all decisions and motions of the Vestry are carried out;
6. Planning with the Rector and the Junior Warden the Agenda for all Vestry meetings and for making certain that all items of unfinished business from previous Vestry meetings are brought up;
7. Seeing that the Parish functions in accordance with its bylaws;
8. Reporting to the congregation at the Annual Parish meeting on the discharge of the Warden's responsibilities; and
9. Serving as an ex-officio member with the power to vote of all standing and special

committees of the Parish, except for the Nominating Committee. The Senior Warden shall not normally serve as the permanent chairperson of any committee, but shall be responsible for serving as acting chairperson or making certain that there is an acting chairperson during the absence of a permanent chairperson or in the event of the resignation of the permanent chairperson. The Senior Warden is responsible for notifying the Vestry if a new chairperson needs to be selected.

- B. The Junior Warden. The Junior Warden shall be responsible for
1. Performing all assigned duties and assisting the Senior Warden in the Senior Warden's duties in the absence of the Senior Warden;
  2. Signing all contracts, legal documents, agreements, and the like, which have been approved by a majority vote of the members of the Vestry;
  3. Signing checks and withdrawing money from Parish bank accounts as appropriate, in the absence of the Treasurer;
  4. Planning with the Rector and the Senior Warden the Agenda for all Vestry meetings; and
  5. Serving as an ex-officio member with the power to vote of all standing and special committees of the Parish, except for the Nominating Committee. The Junior Warden shall not normally serve as the permanent chairperson of a committee.
- C. The Treasurer. The Treasurer shall be responsible for
1. Receiving all monies due the Parish;
  2. Paying all bills provided for in the budget or approved by the Vestry;
  3. Keeping a proper set of financial accounts of all receipts and disbursements;
  4. Signing all checks and making transactions on all Parish bank accounts;
  5. Preparing a monthly financial statement to the Vestry of all disbursements and receipts during the month and all transactions involving any of the Parish bank accounts;
  6. Preparing an annual report of all financial transactions during the year and the status of all bank accounts to be presented at the Annual Parish Meeting; and
  7. Serving as an ex-officio member of the Finance Committee with the power to vote.
- D. The Secretary. The Secretary shall be responsible for
1. Recording and keeping the minutes of all meetings of the Vestry and Parish;
  2. Preparing a summary of the business transacted at each Vestry meeting for publication in the Bulletin;
  3. Seeing that a copy of the bylaws, a list of committee chairpersons and copies of the minutes of the preceding year are available at each meeting of the Vestry and Parish;
  4. Insuring that all communications received and copies of all correspondence sent on behalf of the Vestry are given to the Parish Secretary to be filed in the Parish office;
  5. Maintaining a roll of Parish members in accordance with the canons of the General Convention and the Diocese; and
  6. Drafting, according to the direction of the Vestry, all correspondence to be sent from the Vestry as a body.
- E. The Financial Secretary. The Financial Secretary shall be responsible for
1. Counting, recording and depositing in the Parish bank account(s) all monies received at Parish services;
  2. Maintaining a record of the pledges of financial support and the payments received;
  3. Sending quarterly statements to those parishioners whose pledges are not current;
  4. Sending annual statements of payments to all persons who have made pledges;
  5. Validating the roll of eligible Parish voters according to Article III A.5; and
  6. Serving as an ex-officio member of the Finance Committee with the power to vote.

ARTICLE X. Committees.

A. Standing Committees.

1. Rules Governing. The following rules shall govern all Standing Committees:
  - a. The Chairperson and members shall be appointed by the Rector and Wardens subject to the approval of the Vestry;
  - b. No more than half of the members of any standing committee may be members of the Vestry, except where the Vestry by a two-thirds vote shall provide otherwise;
  - c. The Chairperson of each standing Committee is responsible for preparing a report of the Committee's activities to be presented at the Annual Parish Meeting;
  - d. The Chairperson of each Committee or one of its members will report on the activities of the Committee at all regular Vestry meetings and will be responsible for relaying any matter to the Committee which the Vestry refers to the Committee; and
  - e. The Chairperson of each Committee will see that the Parish is kept informed of the activities of the Committee.
2. Committees. The Vestry shall appoint such standing committees as it deems desirable, to be responsible for finance, property, program, planning, worship, Christian education, music and such other functions as may be necessary.

B. Nominating Committee. The Nominating Committee shall be appointed at least 120 days prior to the date of the Annual Parish Meeting to nominate members of the Parish to fill vacancies occurring on the Vestry, these persons to be elected at the Annual Parish Meeting.

1. Composition. This Committee shall be composed of the retiring members of the Vestry and an equal number of parishioners representing diverse segments of the congregation.
2. Functions. The functions of the Nominating Committee shall be:
  - a. To select nominees able and willing to fill the vacancies, with special attention given to filling the positions of Officers;
  - b. To publish in the Bulletin one month prior to the Annual Parish Meeting the names and qualifications of the nominees; and
  - c. To present the nominees at the Annual Parish Meeting

C. Special Committees. There shall be such special committees with such functions as the Vestry shall from time to time establish.

ARTICLE XI. Parliamentary Authority. The rules contained in Roberts Rules of Order-Revised shall govern the Parish in all cases in which they are applicable and not inconsistent with these bylaws.

ARTICLE XII. Amendments. These bylaws may be amended at any Parish Meeting by a vote of two-thirds of the qualified voters present and voting at such meeting. Notice shall be given to all qualified voters of the Parish at least thirty days prior to any Parish Meeting of any proposed amendment.

ARTICLE XIII. References. Any references in these bylaws to canons of the General Convention or the Diocese shall be deemed to include references to the successor canons, if any.

# Listening Guidelines

The goal of spiritual discernment is to hear God's guidance.

1. Take time to become settled in God's presence.
2. Listen to others with your entire self (senses, feelings, intuition, and rational faculties).
3. Do not interrupt.
4. Pause between speakers to absorb what has been said.
5. Do not formulate what you want to say while someone else is speaking.
6. Speak for yourself only, expressing your own thoughts and feelings, referring to your own experiences. Avoid being hypothetical. Steer away from broad generalizations.
7. Do not challenge what others say.
8. Listen to the group as a whole – to those who have not spoken aloud as well as to those who have.
9. Generally, leave space for anyone who may want to speak a first time before speaking a second time yourself.
10. Hold your desires and opinions – even your convictions – lightly.

From *Grounded in God*, Revised Edition Suzanne G. Farnham, Stephanie A. Hull & R. Taylor McLean

## **WHAT IS DISCERNMENT ?**

Discernment is a prayerful process of distinguishing God's Voice from all the other messages we receive. It can be thought of as the intentional development of a sense of direction in alignment with God. Discernment is an ongoing process and often involves faithful attention, waiting, and surrendering.



**ST. THOMAS' PARISH**  
DUPONT CIRCLE • WASHINGTON, DC

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