



150 YEARS



1868-2018

2018 ANNUAL REPORT

SAINT TIMOTHY'S EPISCOPAL CHURCH

As people of God, we joyfully worship God, spread the WORD of God's love, treasure all people, and serve others everywhere in the name of Jesus Christ. Therefore, with God's help, we open our doors to everyone, open our hearts in worship, open our eyes to the Spirit's gifts and open our arms to embrace God's work.

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CHURCH AND STAFF

St. Timothy's Episcopal Church

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Staff

Regular church office hours are 9 a.m. - 6 p.m. Monday - Thursday and 9 a.m. - 1 p.m. Friday. If you would like to make an appointment to speak with the Rector, feel free to call the office at 703.437.3790.

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Mr. Roger Long, *Director of Music* (x. 16)

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Fernanda Marinkovic, *Bookkeeper* (x. 13)

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Mrs. Monica Despina, *Director of St. Timothy's Preschool*

Preschool phone: 703.437.4767

Mrs. Alba Padilla, Ms. Gloria Morán *Nursery Attendants*

AGENDA FOR 150TH ANNUAL MEETING

150th Annual Meeting of Saint Timothy's Episcopal Church Herndon, Virginia 20115 January 20, 2019

Meeting is called to Order by the Rector

Opening Prayer from BCP, page 818, #12

Ushers make sure members have an Annual Report

Co-Warden's Reports

Recognition of Stewardship Team and 150th Celebration Team

Presentation of Approved 2019 Budget and Finance Report

Special Reports

Rector's Report

**Recognize Retiring Vestry Members: Bill Outerbridge, Eugene Nkomba, Susy Nixon,
and Tim Allen**

Announce Results of Elections

Thank Ministry Leaders

Swear in 2019 Vestry with Oath

Adjourn

MINUTES OF THE 2018 ANNUAL MEETING

ST. TIMOTHY'S EPISCOPAL CHURCH

MINUTES OF THE ANNUAL PARISH MEETING

January 14, 2018

The meeting opened at approximately 11:30 a.m. in Henry Hall with a prayer led by Fr. Rich.

The 2017 Annual Parish Report was distributed to the congregation then present.

Senior Warden's Report: Genevieve Zetlan, retiring Senior Warden, summarized CY 2017 at St. Timothy's.

Treasurer's Report: Duane Hartge presented the 2017 Treasurer's Report contained in the Annual Parish Report. He also thanked Andy Hamm, John Lyon and Fernanda Marinkovic (bookkeeper) for their help in his transition to Treasurer. The 2018 budget has a \$63,219.04 deficit.

MOTION: To accept the 2017 Treasurer's Report.

Seconded and carried.

Facilities Sustainability: Deke Smith reported on the need for funding ongoing maintenance of the church facilities. We are dealing with 1960s, 1980s and 2000s equipment, and we are, in Deke's opinion, coming into a crisis of maintenance. We cannot rely on the General Fund for these costs, but rather, we should turn to the Reserve Fund and the Endowment Fund. We need to update the 2012 Reserve Study and grow the Reserve Fund to about \$500,000. Finally, we should strive to pay down our mortgage. Stewardship should be a year-round endeavor.

Rector's Report: Fr. Rich referred the congregation to his written report contained in the 2017 Annual Parish Report and in the January issue of The Word. In summary, Fr. Rich stated that his primary focus will be to implement a ten-year plan for growth, to be accomplished by the following means:

- Create a financial plan to which we can hold ourselves accountable;
- Bring fresh air into parish life by creating new opportunities for long-time members and new members to connect; and
- Focus on formation and discipleship for all members.

Retiring Vestry: Fr. Rich thanked the retiring Vestry members, namely Duane Hartge, Vilma Lemus, Hal Hallett and Genevieve Zetlan, and presented each with a gift.

MINUTES OF THE 2018 ANNUAL MEETING (Cont'd)

Vestry Election: Fr. Rich reported the results of the January 14, 2018 election as follows:

- Regular Vestry Members:
 - Andy Hamm
 - Catherine Lamoureux
 - Adaku Nwachukwu
 - Carmela Condro

- Alternates to the Vestry:
 - Tim Allen
 - Andrew Guthrie

Acknowledgment of Ministries: Fr. Rich acknowledged the contributions of Roger Long (Interim Music Director), and Carolyn Hamm and the members of the Hospitality Ministry.

New Vestry: The oath was administered to the twelve members of the 2018 Vestry.

There being no further business,

MOTION: To adjourn the meeting.

Seconded and carried.

The meeting adjourned at 12:15 p.m.

RECTOR'S REPORT

Dear Friends,

The year 2018 saw us face some difficult realities, but we have handled them well and are looking at a better 2019. First, the Vestry adopted a balanced budget. This budget includes money for a Christian Education Director. While the hours are less than what we had before, they are enough that they will make a difference in our Christian Education program. The 2019 budget, however, does not include money for a Parish Administrator and so there are pieces missing from the daily operations of the church. Fortunately, we now have a few volunteers who are helping to ease that issue, and we have several members who have stepped up to take on added responsibilities.

There are four areas that have been identified as areas of special attention or priorities. They are Finances, Christian Formation, Latino Ministry, and Newcomers. In finances we have achieved a balanced budget and are now prepared to launch a Capital Campaign sometime in the spring. This Capital Campaign will go a long way toward putting St. Timothy back on a solid financial footing. In 2018, these are the two primary accomplishments in the area of Finance. In 2019, it is my intention to help build a more robust Finance Committee and support the development of new revenue streams.

In the area of Christian Formation, we continued our Sunday school program with the help of multiple volunteers and continued a variety of Christian Education programs for youth and adults. In 2019, we will hire a new Director for the Christian Education program. Once we get the new director on board I hope to begin a youth group for younger children. Our current youth group made a two day pilgrimage to Jamestown and Yorktown in June. We took 19 youth and adults.

In the area of Latino Ministry, this year (although at the end of the year) saw the hiring of a Spanish musician for the Spanish Mass. We also began ESL (English as a Second Language) classes for the community, which are taught by Tatiana and Humberto Martinez who are members of our parish. In 2019, I intend to continue to grow the Latino Ministry and look for opportunities to reach out into the Latino Community.

In the area of Newcomers, we held a Newcomer Brunch in the fall and have begun a minimal Newcomer process for tracking and integrating newcomers into the congregation. This process is not fully in place as some of it requires administrative support, which we do not have at this time. I intend in 2019, to hold two Newcomer Brunches and to implement more of the process with the help of volunteers.

I have really enjoyed our first year together and am grateful to be at Saint Timothy's. There are so many people to thank that it would take many pages to list their names. Suffice it to say thank you each and every member of Saint Timothy's. This has been a wonderful year and I am really excited about our future together.

Fr. Rich+ January 20, 2019



Photo by C. Dubishar

CO-WARDENS' REPORT

Eugene Nkomba and Susy Nixon

Dear fellow St. Tim's family members,

St. Timothy's is special. We are a microcosm of God's church. We are ordinary people doing wonderful things in the service of others. That's what makes this place so special. Over this past year, members of this church have given their time, their gifts and skills, their money to make this first full year with our new rector and a much smaller staff a success. We are not calling it a success to celebrate any personal accomplishments or take credit; we are simply grateful to witness as God served his purpose and gave us the privilege to watch it firsthand.



This year, as your wardens, with the counsel of many of you, and the approval of our Vestry and rector, we chose to serve as co-wardens. Simply put, we wanted to be true to the Scriptures that say "Two are better than one, because they have a good return for their labor. If either of them falls down, one can help the other up" (Ecclesiastes 4:9). We were both Senior Warden and Junior Warden at the same time. More effectively, we prayed for each other, complemented and supported each other to serve you. It worked for us. We let the new leadership choose their own path.

First, we want to celebrate what the congregation has achieved this year.

For his first full year at St Timothy's, our new rector, Fr. Rich, has provided a sense of stability and purpose. After more than two years of interim priests, we renewed our sense of being a community serving the Lord under the leadership of our rector. We are grateful for the spiritual growth that came with the learning as we assisted Fr. Rich re-connect with Virginia, where he has roots, and serve God in a place that is like no other in the country, especially in these turbulent times.

We are grateful for a Vestry that worked as a family. We cared for each other during challenges. Some of our members experienced work, family, and health challenges, which gave us the opportunity to listen, pray, organize, support, and be present for each other. Every month brought new learning, a new perspective, a new opportunity to connect and be men and women of faith. This is one of the things that makes St. Timothy's such a beautiful place. There is genuine love rooted in God's service. Some of our members have retired and moved to other parts of the country; some have moved to new homes away from a place they called home for decades; some are moving to new places in the world to serve, becoming our extended arms to the rest of the world.

We are more than just a church in Herndon, Virginia. Life circumstances are allowing us to spread Jesus's love and teachings to nations around the world. Our parishioners' impact is and will be felt in places such as Haiti, Germany, Afghanistan, France, British Isles, etc.

CO-WARDENS' REPORT (Continued)

There are no words strong enough to express our deep gratitude to our fellow parishioners for the countless hours spent helping in the office. Volunteers have been a relief for our over stretched staff. We have relied on volunteers to help run a smooth congregation, reduce staff burnout, and better manage our resources. You have responded very well and have donated countless hours in the office, helping with the bulletin, with Christian Education, mission trips and myriad other activities.

Faced with a deficit that makes our service difficult, most of you have responded with generous giving. You have allowed us to complete the year with a modest budget surplus. These acts of love are a testimony of the privilege we have as wardens to serve such a generous community that is aware of its responsibility. Thank you.

Secondly and lastly, we need to acknowledge challenges we face as we look to the future.

Our church needs to grow or risk ceasing to exist as we know it. We don't know how and where God wants us to serve in the future. Events of this year have shown that we are attached to this special place. In order to stay here, we have to grow our membership. We live in a place that has grown over the last couple of years. We have a dynamic Spanish speaking ministry. We need to do more to attract new members from our community. That could be a stretch for some. If the past is any indication to predict the future, we have been in this situation before and responded very well.

To attract new families, we need a strong Christian education program.

To be present in a changing world, we need an effective way to communicate within our congregation and outside of our walls.

The maintenance of our facility will consume a lot of resources in the coming year.

We need to be vigilant regarding our financial health.

In closing, it has been a rewarding year at St. Timothy's. We appreciate the commitment, courage, and faith that all staff, clergy and volunteers have demonstrated in service of our mission.

It has been an honor to humbly serve St. Timothy's.

Respectfully submitted,

Eugene Nkomba Susy Nixon

Co-Warden Co-Warden

2018 VESTRY MEMBERS



2018 Vestry Liaisons (*areas in parenthesis*)

From left to right: Rev. Rich Bardusch, Eugene Nkomba (Co-Warden), Susy Nixon (Co-Warden), Catherine Lamoureux (Youth Group / Mission), Sandy Wright (Fellowship), Hollis Colie (Relocated from area), Rose Berberich (Registrar), Carmela Condro (Worship), Adaku Nwachukwu (Communications), Andrew Hamm (Building & Grounds), Gerritt Peck (Service) Not pictured: Vidai Genovez (Anderes) (Spanish Service/Misa en Espanol), Elizabeth Witter (Pastoral Care), Tim Allen (Formation), Bill Outerbridge (Stewardship), and Duane Hartge (Treasurer).

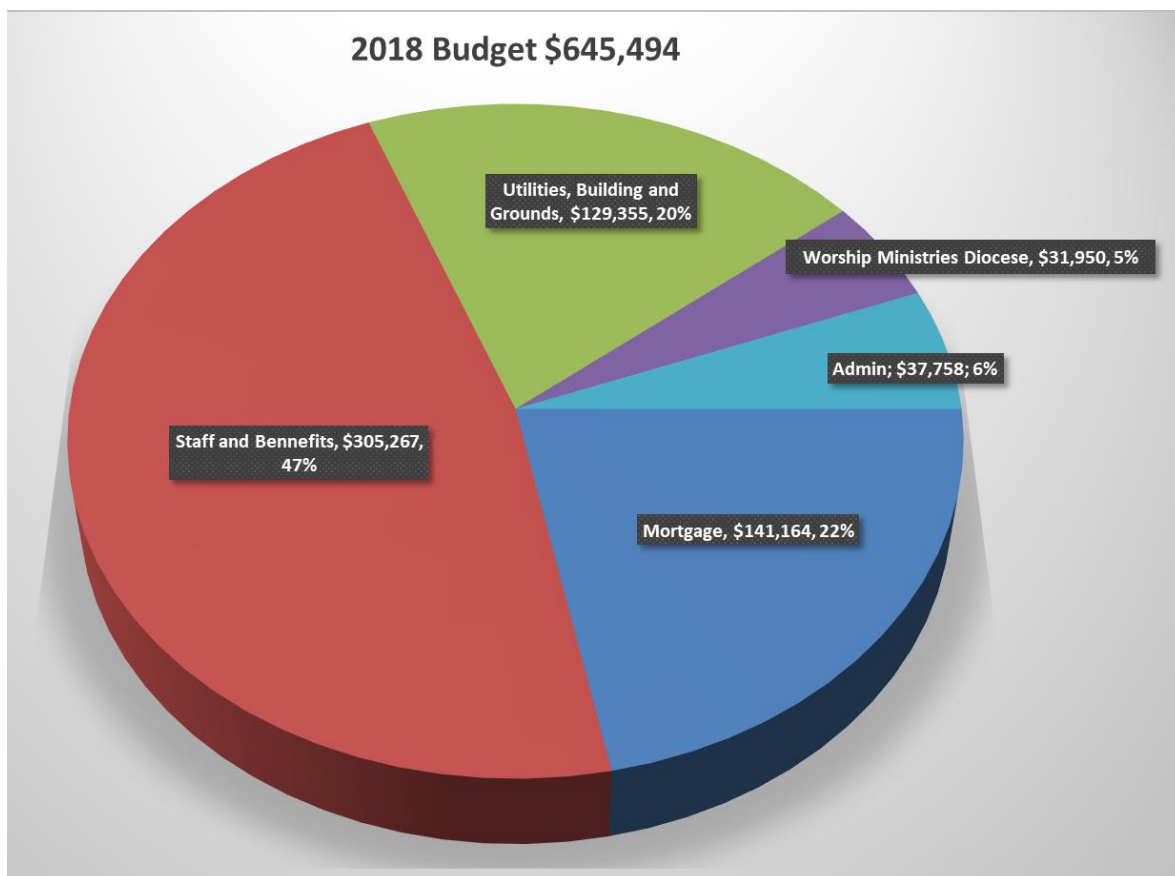
2018 TREASURER'S REPORT

Duane Hartge

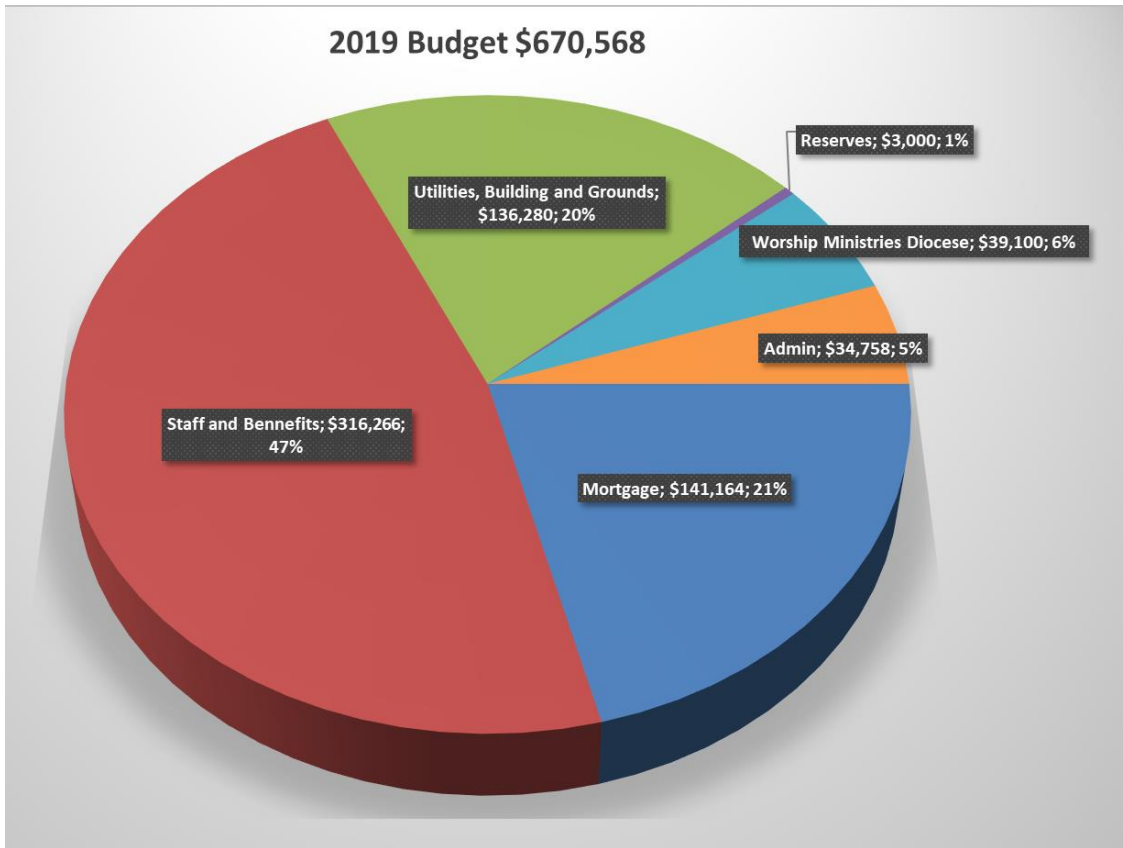
The year started with a budget deficit of \$60K. When the Parish Administrator was not replaced the deficit was reduced to \$37K. The parish responded magnanimously to the Time, Talent, and Treasure call with additional donation pledges of \$51K. By the end of the year total General Fund giving was \$622K, some \$48K over the budgeted amount. As in 2017, expenses remained well below budget. This resulted in a General Fund surplus of \$41K at the end of the year with the General Fund currently at \$131K. In addition, \$70K was donated to dedicated funds.

Graphs showing spending by generic category are followed by the details of the budget the Vestry has approved for 2019. The budget detail includes the 2018 budget and 2018 actuals for comparison. For the second year the ministries - particularly Christian Education, Youth Programs, and Service - have responded to the funding concerns by underspending their budgets. Pledging remains a concern. 102 pledges for 2019 have been returned as of 1/15 compared to the 127 pledges for 2018. On a positive note, the pledges returned average 10% more than the equivalent 2018 pledges and 2019 includes 8 new pledges.

The final table is the Balance Sheet for 2018. The finance committee made substantial progress reconciling several funds; including General Fund, Building Fund, and Suspense Fund. In addition the Building & Land asset and fund accounts have been updated with the latest property assessment values.



2018 TREASURER'S REPORT (Continued)



2018 TREASURER'S REPORT (Continued)

2019 Approved Budget St. Timothy's Episcopal Church - Herndon VA

Account #	Account Name	2018 Budget	2018 Actuals	2018 Delta	2019 Approved
Income					
4.401.10	Loose Plate Offering	6,800	9,525	2,725	6,800
4.401.30	Pledge and identified offering	566,941	609,343	46,102	617,767
	Total General Fund Giving	\$573,741	\$618,867	\$48,826	\$624,567
4.402.10	Interest Income		8		
4.402.20	Room Use Donation	12,911	18,092	5,181	12,911
	Holy Trinity Donation				9,600
4.402.30	Other Income	2,000	1,866	(134)	2,000
4.402.40	Preschool Donation	19,006	19,619	613	21,600
	Total Other Income	\$33,917	\$39,585	\$5,668	\$46,111
	Total Income	\$607,658	\$658,452	\$54,494	\$670,678
Expense					
5.501.10	Salary - Rector	65,000	65,000		66,385
5.501.20	Housing Allowance - Rector	40,000	40,000		40,852
5.501.30	Rector's Pension	26,229	20,346	(5,883)	20,778
5.501.40	Rector's Health	8,760	8,870*	110	10,080
5.501.50	Rector's Reimb Exp	6,000	3,961	(2,039)	5,000
5.501.60	Rector's SECA Allow	8,033	8,033		8,204
5.501.70	Contribution to RDF	0	0		0
5.501.80	Rector CE Allowance	1,000	939	(61)	1,000
5.501.90	Rector Book Allowance	250	292*	42	250
5.502.91	Clergy Conf. (Spring/Fall)	500	240	(260)	500
5.507.30	Supply Priest (moved from Worship)	2,330	1,699	(631)	2,380
	Total Clergy Expense	\$158,102	\$149,379	(\$8,723)	\$155,428
5.503.10	Salary - Director of Operations	11,426	11,426		0
5.503.11	Health Ins Contribution - Dir of Operations	785	785		0
5.503.12	Pension Contribution - Dir of Oper.	397	397		0
5.503.20	Salary - Music Director	50,911	50,510	(401)	51,995
5.503.21	Health Insurance Contribution - Music Director	9,420	9,600	180	11,580
5.503.22	Pension Contribution - Music Dir	4,582	4,500	(82)	4,680
5.503.23	Music Director CE	0	0		0
5.503.30	Salary - CE Director	0	0		19,800
5.503.31	Health Ins. Contribution - CE Dir.	0	0		0
5.503.32	Pension Contribution - CE Director	0	0		0
5.503.33	CE Director CE Allowance	0	0		500
5.503.34	CE Director Book Allowance	0	0		0
5.503.35	CE Director Reimbursement Expense	0	0		1,800
5.503.40	Salary - Nursery Attendants	8,925	8,689	(236)	12,180
5.503.50	Salary Bookkeeper/Office Assistant	36,157	31,359	(4,798)	36,927
5.503.51	Health Insurance Contribution - Bookkeeper/Office Assistant	8,635	8,690	55	10,080

2018 TREASURER'S REPORT (Continued)

2019 Approved Budget St. Timothy's Episcopal Church - Herndon VA

Account #	Account Name	2018 Budget	2018 Actuals	2018 Delta	2019 Approved
5.503.52	Pension Contribution - Bookkeeper/Office Assistant	1,740	1,740		1,846
5.503.60	Employer's FICA	14,187	13,177	(1,010)	9,249
5.503.70	Background Check - New Employees	0	0		200
	Total Staff Salaries	\$147,165	\$140,873	(\$6,292)	\$160,838
5.504.10	Diocese Region V Pledge	600	550	(50)	600
5.504.20	Diocese of Virginia Pledge	12,000	12,945	945	15,000
5.504.XX	Virginia Episcopalian	0	0		450
	Total Diocesan Support	\$12,600	\$13,495	\$895	\$16,050
5.505.10	Service Expense	1,000	0	(1,000)	1,000
	Corner Stones	2,000	2,000	0	2,000
	Total Service Expense	\$3,000	\$2,000	(\$1,000)	\$3,000
5.506.10	Music and Supplies	1,000	1,000	0	2,000
5.506.40	Guest Musicians	2,000	1,999	(1)	2,000
5.506.50	Supply Organist	700	700	0	700
5.506.60	Piano and Organ Maintenance	750	751	1	2,250
	Total Music Program Expense	\$4,450	\$4,450		\$6,950
5.507.10	Worship Materials	700	513	(187)	700
5.507.20	Altar Guild Supplies	1,500	1,245	(255)	1,500
	Total Worship/Altar guild	\$2,200	\$1,758	(\$441)	\$2,200
5.508.10	Christian Ed Sunday School	1,500	157	(1,343)	1,500
5.508.20	Christian Ed Adult Education	3,000	166	(2,834)	3,000
5.508.30	Christian Ed VBS	0			1,000
	Total Christian Ed Expense	\$4,500	\$323	(\$4,177)	5,500
5.509.10	Christian Ed Youth Program	1,200	22	(1,178)	1,200
	Total Youth Group Expense	\$1,200	\$22	(\$1,178)	\$1,200
5.510.10	Hospitality Event	700	698	(2)	700
5.510.30	Hospitality Coffee Hour	750	730	(20)	750
	Total Hospitality Expense	\$1,450	\$1,428	(\$21)	\$1,450
5.511.10	Pastoral Care Expense	300	0	(300)	300
5.512.10	Communications Expense	150	237	87	350
5.513.10	Open Arms Expense	600	630	30	600
5.514.10	Stewardship Ministry Expense	500	0	(500)	500
5.517.10	Lakota Mission Trip Expense	500	500		500
5.518.10	Haiti Ministry Expense	500	537	37	500
	Total Ministries Expense	\$2,550	\$1,904	(\$646)	\$2,750
5.523.10	Computer Hardware & Maint.	1,600	786	(814)	1,600
5.523.11	Telephone	3,276	3,162	(114)	3,276
5.523.12	Postage	6,000	5,070	(930)	3,000
5.523.13	Copier	11,000	12,315	1,315	11,000
5.523.14	Letterhead/Envelopes	800	400	(400)	800
5.523.15	Office Supplies	3,600	3,257	(343)	3,600
5.523.16	Payroll Services Expense	2,000	1,807	(123)	2,000
5.523.17	Bank Charges	1,200	654	(546)	1,200

2018 TREASURER'S REPORT (Continued)

2019 Approved Budget St. Timothy's Episcopal Church - Herndon VA

Account #	Account Name	2018 Budget	2018 Actuals	2018 Delta	2019 Approved
5.523.18	Workmen's Comp Insurance	2,500	1,798	(702)	2,500
5.523.19	Vestry Retreat Fee	0	0		0
5.523.20	Parish Retreat Fee	0	200	200	0
5.523.21	Diocesan Council	1,500	0	(1,500)	1,500
5.523.22	Staff Planning Retreat	320	206	(114)	320
5.523.23	Offering Envelopes	1,250	898	(352)	1,250
	Total Admin Expense	\$35,046	\$30,553	(\$4,422)	\$32,046
5.523.27	Credit Card Fees	2,712	2,967	356	2,712
	Total Credit Card Disc/Fees	\$2,712	\$2,967	\$356	\$2,712
5.524.10	Mortgage Interest Expense		58,213		
5.524.11	Mortgage Principal		82,951		
	Total Mortgage Expense	\$141,164	\$141,164		\$141,164
5.525.10	Lawn/Snow Expense	26,000	19,676	(6,324)	26,000
5.525.11	Maintenance & Repair Expense	23,600	30,140	6,540	28,600
5.525.20	Property/Liability Insurance Expense	17,188	17,441	253	17,188
5.525.30	Trash Service Expense	2,997	3,239	584	3,273
5.525.31	Utilities - Electric	22,110	21,354	2,082	22,814
5.525.32	Utilities - Water	1,080	1,526	446	2,025
5.525.40	Cleaning Contract Expense	32,880	30,020	(2,860)	32,880
5.525.41	Custodial Supplies Expense	3,500	3,996	496	3,500
5.525.50	Reserve Fund Transfer	0	0		3,000
	Total Buildings & Grounds	\$129,355	\$127,392	\$1,216	\$139,280
	Total Expenses	\$645,494	\$617,710	(\$24,434)	\$670,568
	Income - Expenses	(\$37,836)	\$40,742		\$110

2018 TREASURER'S REPORT (Continued)

St. Timothy's Episcopal Church - Herndon VA
Balance Sheet as of December 31,
2018

Account #	Account Name	Beginning Balance	YTD Balance
Assets			
1.101.10	BB&T Checking Operating Account	298,033	288,058
1.101.35	B B & T: Rector's Discretionary Spending	11,773	2,249
1.101.51	PNC- Money Mkt-Organ Fund	12,422	6,789
	Total Bank Accounts	\$322,229	\$297,096
1.103.10	Land	2,834,959	6,618,000
1.103.20	Building	0	1,120,540
1.103.30	Organ	500,000	500,000
1.103.40	Furniture & Fixtures	175,493	177,993
	Total Property & Equipment	\$3,510,452	\$8,416,533
1.101.20	Memorial Fund Investment	1,316	1,379
1.104.30	Endowment Fund Inv	89,021	94,929
1.104.40	Endowment Knoizen Memorial Investment	11,338	11,355
	Total Other Assets	\$101,676	\$107,664
	Total Assets	\$3,934,357	\$8,821,292
Liabilities			
2.202.51	Bonus Accruals	5,000	0
	Total Payroll Liabilities	\$5,000	\$0
2.203.10	Mortgage Payable 1st Trust	1,131,371	1,048,419
	Total Notes Payable	\$1,131,371	\$1,048,419
2.204.10	Parish Retreat	984	390
2.400.40	Endowment Knoizen Distribution	1,743	1,411
	Total Other Liabilities	\$2,728	\$1,800
	Total Liabilities	\$1,139,098	\$1,050,220

2018 TREASURER'S REPORT (Continued)

**St. Timothy's Episcopal Church - Herndon VA
Balance Sheet as of December 31,
2018**

Account #	Account Name	Beginning Balance	YTD Balance
<i>Fund Balance</i>			
3.304.40	Memorial Fund	13,534	8,589
3.305.50	ECW Fund	2,108	2,108
3.306.60	Music Fund	119	0
3.307.70	Youth Group Fund	12,036	12,102
3.308.80	Dungannon Fund	8,288	8,797
3.309.90	Service Fund	3,800	3,351
3.310.10	Latino Ministry Fund Balance	12,500	4,558
3.313.10	Haiti School Fund Balance	11,305	14,787
3.314.10	Haiti Building Fund Balance	17,369	2,369
3.315.20	Joy of Living Fund Balance	0	1,459
3.321.30	Christian Ed Fund	1,102	1,102
3.321.40	Altar Guild Fund	5,661	8,328
3.321.50	Pastoral Care Fund	1,699	1,699
3.321.70	Columbarium Fund	20,236	19,986
3.321.90	Rector's Discretionary Fund	12,483	2,955
3.331.30	Furniture/Equipment Fund	165	0
3.331.40	Endowment Knoizen Memorial Fund Balance	11,338	11,355
3.331.60	Lakota Fund	3,421	5,016
3.331.61	Haiti Ministry Fund	3,217	1,469
3.331.65	Habitat Fund	3,127	3,127
3.331.66	Courtyard Fund	1,251	1,251
3.331.67	Hospitality Fund	5,276	5,015
3.341.10	Debt Reduction Fund	1,870	1,870
3.341.20	Shawl Ministry Fund	540	540
3.341.30	Organ Fund	12,420	6,788
3.341.50	Reserve Fund	70,439	47,706
	Total Dedicated Funds	\$235,303	\$176,326
3.301.10	General Fund	639,563	131,464
3.302.20	Building Fund	88,485	0
3.331.20	Endowment Fund	89,021	95,169
3.331.70	Investment Building & Land Balance	914,325	6,690,121
3.331.80	Investment Organ Balance	500,000	500,000
3.331.90	Investment Furniture & Fixtures Balance	175,493	177,993
3.999.99	Suspense Fund	153,069	0
	Total Fund Net Assets	\$2,795,259	\$7,771,073
	Total Liabilities and Fund Balance	<u>\$3,934,356</u>	<u>\$8,821,292</u>

MINISTRY REPORTS: 150TH ANNIVERSARY

Mission: To plan appropriate events in celebration of St. Timothy's 150th Anniversary of its founding in Herndon, Virginia.

Resources:

1. *Ministry Chair:* Holly Hartge.
2. *Number of members:* 12: Shon Beury, Carmela Condro, Tom Davis, Helen Guest, Carolyn Hamm, Elaine Horsfield, Bob Kimmel, Maria LaWalt, Eugene Nkomba, Mindy Rohrbach, and Sandy Wright.
3. *2018 Annual Budget:* \$1000

Accomplishments:

- The Committee planned the kick-off event for November 4, All Saints Day, that was the anniversary of the first service held by St. Timothy's. The event was also to rededicate the organ that had been renovated and upgraded. There was a short service to rededicate the organ followed by an organ concert by Dr. Wayne Wold, then Evensong led by Fr. Rich Bardusch, and short talks (instead of a sermon) by The Rev. Ralph Bayfield (former priest) and The Rev. Richard Fichter, Jr. (grandchild of The Rev. Bell, former priest). A reception followed.
- Historical Trivia appears in The Bulletin every other week from September 2018 through October 2019.

Planned Initiatives:

- February 10 – Presentation and reception at former church on Elden Street after 10:00 service at St. Timothy's.
- A Time Capsule will be prepared
- A Photo Sharing event
- An event celebrating those who were married at St. Timothy's with the opportunity for all couples to renew their vows.
- Church Service using the 1789 Prayer Book (this would be the service used at St. Timothy's 150 years ago.)

Point of Contact:

Holly Hartge: mhhvirginia@verizon.net or 703.785.8797

MINISTRY REPORTS: ALTAR GUILD

Mission: We joyfully choose to serve God and the community of St. Timothy's as an Altar Guild. Through God's call, we are strengthened, nurtured, and enlightened to ensure that God's house is in order, beautiful, clean and prepared for worship. Through fellowship, we strive to set an example of reverence, love, and respect for the Sacrament as we enhance our spiritual growth. With everyone's prayers, support, talent, and creativity, we will succeed in this mission.

Resources:

1. *Leadership:* Altar Guild Board

Mary McLenigan, Special Events and Flower Lead
Carol Sinclair, Worship and Communications Lead
Kerrie Wilson, Scheduling, Budget and Training Lead

2. *Number of members:* The Altar Guild is actively recruiting for new members to join this special ministry. We currently have 5 teams and 19 active members.

3. *2018 Annual Budget.* Our budget level was \$1,500 for 2018, which pays for oil, wine, wafers and other worship materials such as baptismal candles. We maintain additional funds in the Altar Guild Fund which is built on reserves and parishioner donations for flower dedications. This fund is used to purchase the flowers, linens, vestments and hangings, and refurbishment of vessels and memorials used in the service.

2018 Accomplishments:

In addition to the Guild's weekly duties of preparing the Altar and Sanctuary for Saturday, Sunday, and weekday services, the Altar Guild prepares for special services to include: baptisms, marriages, funerals, and the Bishop's visits for the confirmation and reception of candidates. Altar Guild duties include care and preparation for Eucharist and all vessels and vestments used in worship. The Altar Guild prepares and decorates the Sanctuary (and Narthex) major feasts such as the Holy Days of Easter, Easter and Christmas.

In 2018, the Altar Guild is proud and excited about the following:

- The addition of the fifth Altar Guild team which supports the Hispanic service.
- Assisting with the set-up and breakdown of the new 9:00 AM children's service.
- Designing and purchasing, through dedicated funds, new Advent frontals and matching Chasuble.
- Presented its first flower arranging seminar.

Contacts:

Mary McLenigan mpmhokie@verizon.net, 703-391-2950
Carol Sinclair csinclair83@msn.com, 703-437-4713
Kerrie Wilson kerriebun@verizon.net, 703-628-4876

MINISTRY REPORTS: BUILDING & GROUNDS

Mission: Building and Grounds is a volunteer organization that maintains and improves the facilities and 8.5-acre property of Saint Timothy's.

Resources and Organization:

Ministry Chair: Vacant since Sean Brady left in mid-May. Andrew Hamm (ministry liaison) POC.

Number of Members: 5 regular plus 10 ad hoc members Regular meetings have ceased and replaced with one-on-one interaction and B&G Posts in the bulletin.

2018 Buildings and Grounds Budget:

Account	Name	2018 Budget	2019 Budget
5.525.10	Lawn/Snow Expense	26,000	26,000
5.525.11	Maintenance & Repair Expense	23,600	28,600
5.525.20	Property/Liability Insurance Expense	17,188	17,188
5.525.30	Trash Service Expense	2,997	2,997
5.525.31	Utilities - Electric	22,110	22,814
5.525.32	Utilities - Water	1,080	2,025
5.525.40	Cleaning Contract Expense	32,880	32,880
5.525.41	Custodial Supplies Expense	3,500	4,350
5.525.50	Reserve Fund Transfer		TBD
	TOTAL	\$129,335	\$ 136,854 + Rsrv xfer

Accomplishments:

- Spring and Fall Grounds cleanup: tree trimming and dead growth removal
- Installed new HVAC system for Music Room and Nursery
- Made a number of major roof repairs from insurance payments
- Removed large dead ash tree and cleaned area after being notified by town
- Coordinated Eagle Scout Projects: Outdoor Chapel refurbishment; Fire Pit
- Signed contract with a HVAC maintenance company, maintained and repaired all of the systems
- Replaced round windows at entrance
- Replaced dishwasher and disposal
- New flooring in lower level and atrium
- Walkway maintenance: Painted entrance doors, cross repair, bell tower power washing, ramp repair; Restored courtyard benches
- And dozens of cosmetic, door, lighting, floor, ceiling, PA, Information Technology, electrical, fire alarm, elevator, telephone and plumbing repairs

Planned Initiatives:

Building and Grounds has several initiatives that it hopes to accomplish in 2019:

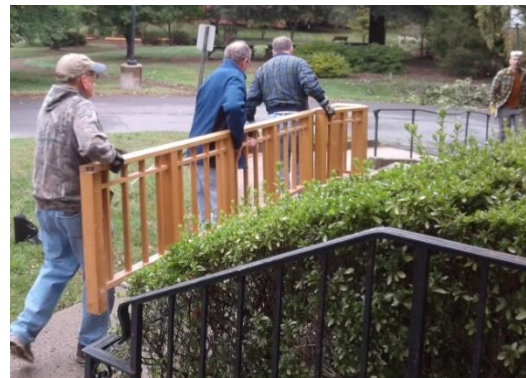
- Continued improvements for HVAC
- Install central humidity control for the sanctuary
- Address security, theft and vandalism – locks and video cameras

MINISTRY REPORTS: BLDING & GROUNDS (Cont.)

- Replace the floor in Henry Hall
- Repair damaged interior doors
- Continue to move towards LED lighting
- Replace walkway lighting

Point of Contact:

If you know of an issue around the church, please contact Andrew Hamm or email bandg@saint-timothys.org



MINISTRY REPORTS: ENDOWMENT

Mission: The Endowment committee's mission is to first educate parishioners as to how they can participate to help ensure Saint Timothy's will be around for the next 150 years and beyond. The goal is to include Saint timothy's in your estate through any number of ways to include a life insurance policy, beneficiary bank account, or through direct donation.

Resources:

Name	Elected by	Term	Term Expires	Role
Deke Smith	Vestry	3 years	2020*	Acting Chair
Dean Rohrbaugh	Parish	3 years	2020*	Member
Carmela Condro	Parish	2 years	2019*	Recording member
Member to be appointed by Vestry	Vestry	3 years	2022	Member
Jim Wallis	Parish	3 year	2021	Member
Sandy Wright	Vestry	3 year	2021	Member
Hollis Colie	Vestry	2 years	2019*	Former Chair - Transferred
Rich Bardusch	Rector	N/A	N/A	Non-voting
Susy Nixon	Warden	1 year	2018	Non-voting

* Member can be appointed for an additional 3 year term.

Funds:

As of 31 Oct 2018, the funds amount to:

CHURCH	FUND #	FUND DESCRIPTION	MARKET VALUE 31-Oct-18	BOOK VALUE 31-Oct-18
507	001	ST TIMOTHY, HERNDON - GENERAL ENDOWMENT FUND	101,504.92	93,929.05
507	002	ST TIMOTHY, HERNDON - KNOIZEN MEMORIAL FUND	13,551.70	11,355.45
507	004	ST TIMOTHY, HERNDON - MEMORIAL FUND	1,281.69	1,379.33
Sub-total			116,338.31	106,663.83

The goal is to build the fund to \$500,000 prior to taking distributions. The average endowment for the dioceses invested in this account is \$500,000.

Accomplishments:

Provided education pieces in bulletins and newsletter in context with other giving opportunities for the parishioners.

Planned Initiatives:

Continuing education for 2019, and expanded awareness of the Endowment Fund.

Point of Contact:

Deke Smith deke@dksic.net (703) 481-9573

MINISTRY REPORTS: HAITI MINISTRY TRIP

Mission:

The Haiti Ministry (also referred to as “HM”) pursues its vision by supporting education and infrastructure improvements in Chapoteau, including (but not limited to) assisting Chapoteau children throughout the entire process of achieving a complete education as well as supporting St. Mathieu’s Primary school in Chapoteau.

Mission Team Members

Team members consisted of: Frank and Pat Wagner (teachers who have experience with another Haitian school in the Central Plateau: St. Pierre in Mirebalais); Mission Lead Craig Dubishar, John Druitt, Kate Jennings, and Eugene Nkomba.

Cange

The team was met at the airport by Priest in Charge Pere Kesner Gracia, with two cars for the trip to Cange. On Sunday morning the team worshipped at Bon Sauveur, and Kesner asked Craig to come up and address the gathered congregation while Kesner translated. David Vaughn from CEDC also spoke at great length about the various projects Clemson was undertaking in Cange and the status of each one. For the first time, there were twenty-five Clemson students (some graduate level) in Cange for a brief visit of about four days to perform various assessments of water quality, facilities improvements, and other engineering-related projects.

Pere Kesner largely left the mission team to coordinate and network on its own but did eat lunch with the St. Timothy’s mission team at Chapoteau and, again, at La Maison Hotel in Port au Prince on the last day of the trip.

Wilpha (Haiti Ministry Sponsored Student)

The team met with Wilpha, his parents, his older brother and niece just after the worship service at Bon Sauveur on Sunday. Wilpha submitted his thesis and is awaiting feedback from the University if it’s been accepted and if he’s in line for a degree.

VISIT TO CHAPOTEAU

The children

Initially when the team arrived the twenty-five children were on hand in the church to greet them. However, appetizers were served, and the children were ushered out so as not to watch the team eat in front of them.

The team did not take vitamins this year, as the cost and effort of transporting them versus the benefit seemed according to Kesner and other teachers to be not worthwhile. When the kids returned, the team reconnected with the children by singing Jezi Renmen’m (Jesus Loves Me) in Haitian Creole, handing out photos from last year, distributing bags of colored pencils and crayons (note, no paper was brought), and taking portraits as usual.

A new and highly successful engagement was to bring jump ropes. Mission team members jumped along with the school kids, and it was both very popular and more communal and non-competitive than the soccer ball, which became a game of “keep away” with a few kids monopolizing the ball.

MINISTRY REPORTS: HAITI MINISTRY (Continued)

It appears that students did not get new uniforms and backpacks, and about half the students this year were not the same as students the team saw last year. The team feels strongly that we need to follow the same children throughout their tenure at St. Mathieu's, but this is directly opposed to Kesner's request to spend all the funds on the teachers and school as he sees fit. Clearly, he is going to do whatever he wants with the money we send, unless we can convince him of the need to follow them through – likely through demonstrating the effect it has on our ability to raise and send money.

The School

The team [specific person?] reviewed the foundation improvements with Pere Kesner. Kesner shared his vision of making St. Matthieu's a village center, building a "Deacon's House" (note that "Jack" is a word in Haiti for a vocational deacon – one who doesn't become a priest) on the foundations of the kitchen, and adding solar power. Frank confirmed that solar power at his previous school made a huge difference, attracting people from all over to charge devices and use light at night to study, form choirs, etc.

Schools in Bon Saveur and Mirabelais are saturated, so St. Mathieu's has added a 7th grade (with a new teacher), and has plans to add 8th grade next year and 9th grade the following. This, of course, increases the operating cost of the school.

Again this year for the second time the team was treated to lunch with the teachers. At the meeting with the teachers, achievements to be applauded included the incredible improvements to the foundation, making the primarily church and building usable again, and adding the 7th grade.

The four requests made were:

- 1) Paying the remainder of teacher's salaries (which are now how much?) – Frank notes that his previous church has a budget line item for \$30,000 to support the school's salary requirements
- 2) Meeting new and different requirements for 7th grade (which are what, exactly?)
- 3) 2-3 hot meals per week (Paige may have a source for meals) – get Pere Kesner to arrange bushel of beans and rice – need a price tag; Frank has experience with creating an on-site farm to sustain meals at a school which may be most cost effective – hire an agronomist/farmer, create chicken farm, etc. Kesner knows the Priest in Charge, Pere Alphonse, that Frank worked with to make the school farm a reality in his location, so perhaps we can make the case for starting a garden with Kesner picking the farmer in charge
- 4) sponsor an endowment for kids who can't go to school (this was a way to help the parents? Not sure how this is different from what we think we are already doing with our 25 children?)

Additional requests included a reiteration of the need for a motor boat by Pere Kesner, who took the team over in 3 canoes and insisted they get video of the trip to market the need for motorized transport.

At the end of the visit, the team was given a basket of eggs, which they gave to the kitchen staff at Bon Saveur to prepare.

MINISTRY REPORTS: HAITI MINISTRY (Continued)

Going forward:

- Frank plans to send a teaching tip of the month to Jacob Venet to share with the teachers
- Definitely bring jump ropes next year
- Because Kesner leads the decision, the teachers aren't free to talk; ask each of them what they like the most about teaching to engage them all in discussion
- Frank is interested in actually teaching a class with a translator, demonstrating a technique
- Investigating corporate matching or corporate sponsorship for the school

Ambioli wants to go to college;

Hermane wants money for garden – Hermane gave business proposition; toxic charity but he is creating jobs and getting stuff done says John

Pere Wisnel

The team visited with Pere Wisnel at the La Maison hotel (the same location stayed at last year in Port au Prince). Wisnel is still at Holy Spirit in Cap Hatien, but has also been appointed High Deacon of the North (which makes him in some sense Kesner's boss). The extra work keeps him very busy. He hopes his house in Port au Prince will be complete next year for the team's visit.

Additional Experiences

- The team stopped by Singing Rooster in Port au Prince and saw the beanery, purchasing roasted coffee for \$5 per bag (about half the U.S. cost)
- The team went for a walk in Cange and stopped by La Pliade, the Baptist school visited several years ago. They met again with Immanuel the Baptist priest, and Lalane, the lower school director.
- The team made a trip down to Ba Cange

Prepared by Genevieve Zetlan with additional edits by Mission Trip Leader, Craig Dubishar

MINISTRY REPORTS: HOSPITALITY

Mission: The Hospitality Ministry provides opportunities for St. Timothy's parishioners to engage in fellowship – at Sunday Coffee Hours and at special events throughout the year that are intended for the entire church family. The Hospitality Ministry manages the church kitchen and stocks basic supplies.

Resources:

1. *Ministry Chair:* Carolyn Hamm continues as the Ministry Chair (since January, 2017).
2. *Number of members:* The Ministry has eight active members (in addition to the chair) and several individuals that support special events. Active members include Christine Cozza, Helen Guest, Holly Hartge, Maria LaWalt, Tricia Mussante, Amy Schrock, Carol Sinclair and Johanna Smith. The Hospitality Ministry actively seeks new members and publishes a coffee hour schedule in the weekly bulletin.
3. *2018 Annual Budget*

The Ministry was authorized a total budget of \$1,450 allocated between Special Events and Coffee Hour. Coffee Hour donations for the year totaled \$155.00.

Hospitality Events	\$ 750
Coffee Hour	<u>\$ 700</u>
Total Budget	\$1,450

The Ministry also managed the budget for Open Arms, as there was no chair for this Ministry. Open Arms typically supports the Welcome Home Sunday picnic and events for Newcomers.

Open Arms	\$ 600
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The Ministry costs for the year exhausted both the Hospitality Ministry and the Open Arms budget. The Ministry was called upon to provide additional kitchen supplies for new church ministries and additional services.

Accomplishments:

The Hospitality Ministry provided coffee hours most Sundays during the year. The Ministry solicits volunteers from the congregation to bring treats and host the coffee hour by making coffee, setting out snacks and cleanup. The Sunday bulletin includes the schedule for both. Each Vestry member was asked to support a coffee hour during the year in coordination with the ministry they represent. Three Vestry members participated. The Service, Haiti and Lakota Ministries also hosted coffee hours during the year. Over the summer, the wardens and other volunteers hosted cookouts in lieu of coffee hour following the 10:00 service. The cookouts were generally well attended. The Hospitality Ministry provided paper goods and condiments from its budget and the food was donated.

The Ministry supported several special events during the year including a farewell reception for a staff member, luncheon for the annual meeting, a newcomer's luncheon, a brunch following the Bishop's visit, an all-congregation meeting to review church finances and the Winter Solstice Revels.

The Ministry was delighted to receive a new dishwasher and garbage disposal, allowing us to work toward a more sustainable environment by using washable items rather than disposable when possible.

MINISTRY REPORTS: HOSPITALITY (Continued)

Planned Initiatives:

The Hospitality Ministry is seeking a new chair or a co-chair to support Coffee Hours. The Ministry is also working with the Building and Grounds Ministry to install new cabinets and new faucets.

Point of Contact:

Carolyn Hamm, email hospitality@saint-timothys.org



MINISTRY REPORTS: MUSIC

Mission: The Music Ministry of St. Timothy's seeks to glorify God through the gift of music, to inspire us all to greater service and to illuminate the spoken word in a manner which uplifts the congregation in their communal worship. Integral to the fulfillment of the ministry's mission is the musical education and spiritual nourishment of our choirs, our instrumentalists and parishioners. It seeks to provide meaningful leadership and thoughtful support to all liturgies at St. Timothy's Church.

Adult Choir

We gained one new member in the fall of 2017 and she has contributed to the Adult choir, the 9:00 Children's Service, and as a soloist. One additional choir member has also assisted with this service and sings solos on occasion. I continue to coach these 2 singers and in turn, they have contributed to the life of St. Tim's with their lovely solos at our 10:00 service. Current total number of active Adult Choir members is 18. Rehearsals continue weekly and this choir sings almost every Sunday of the church year.

Highlights of 2018 Adult Choir Season included the following new anthems:

In Monte Oliveti – Michael Haydn (Wednesday in Holy Week)
Thy Will Be Done – Craig Courtney (Wednesday in Holy Week)
Joy to the Heart - (Easter Sunday)
Peace Be Unto You – Paul Christiansen – (Eastertide)
O, For a Closer Walk – C.V. Stanford – (Pentecost season)
With This Water – Fred Gramann – (All Saints')

Our Summer Choir continued with anthems provided at many services.

Bell Choir

The bell choir lost 3 members, but gained 2 new players. The loss of 3 long time members, at one time, has been difficult to overcome. All other members have continued from previous years. However, we have had a problem with absent members on any given Wednesday evening rehearsal. Missing bell choir members make for a very challenging rehearsal experience for individual choir members. Current number of members is 9, including the director; we are still short 1 to 2 players.

New for 2018 was the introduction of pieces with bells and piano which has been well received by the congregation. This has been one way that we have overcome the loss of key members in the group. Our 2018 Christmas offering will consist of three new settings of familiar Christmas carols.

The bell choir now has a permanent home in the Sanctuary located between the two rows of choir pews and around/behind the piano. This new location is an improvement from the previous location acoustically, but has increased the director's work load in that we must move the bell tables to the Sanctuary for those Sunday's the choir is scheduled to play. A dolly/cart was purchased to make this job a little easier. With the replacement of the HVAC system in the Music/AG room, the bell choir has returned to this room for weekly rehearsals.

MINISTRY REPORTS: MUSIC (Continued)

Children's Choir

The Children's Choir currently has 7 members, down from 9 children. They generally sing about once every 6 weeks. This choir continues to rehearse on Sundays after church. We continue to compete against sports activities as scheduled by FCPS. This impacts our rehearsals to the extent that sometimes we only have 1 or 2 children in attendance.

Guitar Ensemble

For 2018, this group continued leading worship from October – June. They typically play for the Family Service on the First Sunday of each month. This group consists of 3 players plus the director – pianist and rehearses weekly.

J.D. Moore Organ Restoration

The years of hard work and dedication of the people of St. Tim's came to fruition with the organ rededication and recital on All Saint's Sunday, November 4th, 2018 in celebration of the 150th Anniversary of the forming of the parish of St. Timothy's Church. An Evensong service followed the recital. A fine reception was also part of this event. With the completion of the renovations, a local technician, Eliot Freese, has been used for warranty work and routine tuning and service to the organ.

Donation of Baby Grand Piano

In the late spring of 2018, a Herndon family donated a 10 year old Hyundai baby Grand piano. It was determined that the best use and new placement of this instrument would be in the Music/AG room. This instrument has been a significant improvement over the old upright Baldwin piano. A climate control system was installed and has proven to be well worth its expense to ensure tuning stability. The moving expense and installation of the climate control system impacted the music instrument budget to the extent that all funds were depleted by mid-year. Organ tuning funding had to be appropriated from the Organ fund in preparation for the recital on 11/4/18.

Permanent Music Director

In November of 2017, the Vestry announced that Roger Long's current Interim Director of Music contract would be extended until June 30, 2018. At the Rector's direction, an updated job description was crafted and duly signed by the Rector and Roger Long on April 11, 2018. Roger L. Long is now the permanent Director of Music at St. Timothy's Episcopal Church.

Respectfully submitted,

Roger L. Long, Director of Music

MINISTRY REPORTS: ST. TIMOTHY'S PRE-SCHOOL

Mission:

St. Timothy's Pre-School provides educational experience for children ages three through five. The preschool program is committed to meeting the individual needs and potential of each child in an interracial, non-denominational environment. At St. Timothy's, we strive to develop creativity, self-confidence, and independence within each child.

Resources:

St. Timothy's Pre-School is governed by an appointed Board of Directors comprised of representatives of St. Timothy's Church and the community. The daily operations are run by a Director. Monica Despina has been the Pre-School Director since June of 2017.

There are currently 15 staff members all having qualifications that meet or exceed all State of VA requirements.

Funding of the Pre-School is from the revenues received from parents/guardians of the children enrolled.

During 2018 the Pre-School donated the costs associated with the replacement of carpeting on the lower level of the building.

Program:

The daily program provides periods of time devoted to the best principles of both the self-contained classroom, structured classroom, and the "open classroom" where the child is free to extend his/her interest by selecting work and play areas in the various activity rooms. The Pre-School currently has 4 three year old classes and 4 Pre-K classes serving 90 families.

Activities:

In 2018, the Pre-School hosted many children and family events including a Halloween Party, Thanksgiving Event and Christmas magic show with Santa. We had Otto the Auto come from AAA to teach the children about car and bike safety and had Fairfax County come in and do a puppet show about fire safety. We host a Mother's Day Tea and Donuts with Dad programs for the parents and children, as well.

This year we were given a grant from Childcare Aware. This grant provides free training and support in Promoting Positive Relationships to teachers and staff. It also provides two free events for parents, including a literacy café where almost 200 hard cover children's books were given out.

We have held two collections for LINK in partnership with St. Timothy's Church.

The Pre-School has also partnered with Harbor House in Herndon. Several classes have gone over to perform songs and play games with the seniors during the holidays and will continue to do so throughout the year.

Point of Contact:

Monica Despina, Director, St. Timothy's Pre-School, 703-437-4767
Sttimothypreschool432@gmail.com, www.sttimothypreschool.com

MINISTRY REPORTS: SERVICE

Mission:

St. Timothy's Service Ministry (SM) honors our baptismal covenant to respect the dignity of every person by exploring opportunities to assist those in need in the name of Jesus Christ. We channel St. Timothy's resources through education, financial campaigns and the collection of goods and services for worthy causes and organizations throughout the world.

Resources:

1. *Ministry Chair:* Shon Beury, shonbeury@aol.com, 703-620-2890
2. *Number of members:* Service has seven active members. The members are: Shon Beury, ministry chair and liaison to LINK; Michelle Duquette, recording secretary, Bobbe Duquette, member; Carolyn Hamm, treasurer and liaison to Cornerstones, Holly Hartge, liaison to The Closet; Amy Hein, member; Pam Lowe, member. Gerritt Peck, Vestry liaison to SM, also participates actively in ministry efforts.

The Service Ministry has maintained a steady membership over the past few years. In 2018 we welcomed a new member, Pam Lowe, while one member retired, Jill Norcross. Service focuses on promoting programs and initiatives that can be supported by the time and talent of current members. New initiatives are proposed regularly and carefully considered for a balance of honoring the ministry mission and respecting member time commitments.

3. *2018 Annual Budget*

The Service Ministry was allocated \$1,000 from the 2018 General Fund account. The \$1,000 was returned to the church budget to offset the deficit. In January 2018 the ministry had a Special Fund balance of \$4,265 from donor designation and a contribution from The Closet. 2018 Disbursements from this account included: \$35 for Hypothermia Shelter dinner expense; \$500 donation to Just Neighbors and \$500 donation to All Ages Read Together – Herndon.

In 2018 Service Ministry continued to partner with the Haiti Ministry to distribute Haiti School funds. \$13,800 was distributed from the Haiti School fund for St. Mathieu's 2018/2019 school year student expenses. Additionally, \$15,000 from the Haiti Building Fund was disbursed for improvements to St. Mathieu's school.

Accomplishments:

2018 Service Ministry Programs

January: Delivered donated hats and mittens to Laurel Learning Center (Cornerstones)

March: Sponsored Hypothermia Shelter Meals each Sunday during the month, coordinated coverage each week; Service Ministry members provided and served meals one Sunday

Feb/March: Collected donations to support Mobile Hope of Loudon

April: Partnered with Haiti Ministry for annual fundraiser which collected \$14,000

July/August: Collected 30+ backpacks for Cornerstones

October: Collected over 2,000 lbs. of non-perishable food for LINK exceeding the amount collected in 2017

October: Coordinated and managed food deliveries to LINK clients by volunteers Tuesday-Saturday throughout the month

MINISTRY REPORTS: SERVICE (Continued)

December: Promoted Angel Tree and delivered 87 gifts to Cornerstones. The number of families supported in 2018 was reduced due to smaller congregation.

Ongoing throughout the year: Provided volunteers monthly to assist at The Closet; collected and transported donations of non-perishable food to LINK pantry.

Planned 2019 Initiatives:

- Deliver donated hats and mittens to Cornerstones
- Provide and serve meals to Hypothermia Shelter during one winter month
- Initiate Lenten Outreach program of providing weekend backpack meals to students at a local Herndon school
- Recruit new members
- Collect backpacks and Angel Tree gifts
- Promote and collect donations of non-perishable food for LINK

Point of Contact:

Shon Beury, Chair shonbeury@aol.com

Carolyn Hamm, Treasurer carolynhamm@verizon.net



MINISTRY REPORTS: SHAWL MINISTRY

Mission:

“Let us pray this blessing... Be Warm... Be Well... Be Loved... Be Comforted” the prayer we pray over all shawls, blankets and other items for those in need of comfort and solace, as well as for those celebrating births, baptisms or other milestones of life.

Resources:

1. *Ministry Chair:* Jackie Clattenburg (since the start May 5th, 2005)
2. *Number of members:* We had 6 very active members this year – along with me, they were Sandi Wickham, Celeste Penkunas, Cheri Poland, Emma Spence, and Alba Brunel. (*5 ladies at the Herndon Sr. Center, students of Sandi’s, also contributed many items to the ministry.) Sharon Lew and Linda Phillips worked from home. Gail Kravitz, Florita Tilden, and Loran Moran came occasionally.
3. *2018 Annual Budget* - we have no budget -- all the yarn used is donated mostly by the Ministry members, but also by others. (We get denotations occasionally but do not charge for what we do or for what is given. NOTE: There should be a line item on the books, but I do not know what the current balance is (last I knew it was \$500 or \$600), and we have not used any of the money in the last few years. It was used when we shipped items to outside of the area.)

Accomplishments: This year the ministry blessed and distributed the following:

January 17:

7 baby blankets for NV Family Services (Celeste Penkunas, Cheri Poland, Sharon Lew, *Millie Ferris, 2 Jackie Clattenburg, and Gail Kravitz)

NVFS – **4 Blankets** – (Alba Brunel)

NVFS – **4 Survivors Shawls** – (Gail Kravitz, Nancy Shablom-St. Paul’s Haymarket- and 2 Jackie Clattenburg)

April 4: **2 Lap robes** – (Cheri Poland)

May 2: **Shawl** (Florita Tildon)

8 Afghans for Group Home (3 Alba Brunel, 5 Jackie Clattenburg)

May 16: **4 Baptismal blankets** (*Susanne Cho, Cheri Poland, 2 Celeste Penkunas)

June 6: **Lap robe** (Cheri Poland)

September 5: **Large lap robe** (Alba Brunel)

November 11: **Participated in the Annual St. Timothy’s Bazaar.** Emma Spence manned the Shawl Ministry table. SM table made \$109 and the funds were added to the Bazaar total. The remaining hats, scarves and sweaters were put aside for the Mitten Tree. Miscellaneous items like dish cloths and pot holders were donated to the Herndon Sr. Center.

MINISTRY REPORTS: SHAWL MINISTRY (Continued)

December 5: **15 Large blankets and 15 Lap robes** given to Ronnie McKee for NVFS and the Alzheimer's group (Alba Brunel, *Susan Cho, Jackie Clattenburg, *Christine Dentz, *Millie Ferris, *Amtul Malik, *Gladys Mussen, Celeste Penkunas, Cheri Poland, and Sandi Wickham)

50 Hat and Mitten sets for the Mitten Tree – Linda Phillips

Planned Initiatives:

We have not planned initiatives for the coming year.

Point of Contact:

As I am retiring from the Shawl Ministry after almost 14 years in December, Florita Tildon has stepped up to take the lead. Her information is as follows:

Florita Tildon
(703) 464-9377

Please use the following e-mail: rtildon1@verizon.net (Ralph's)

If you have questions you may reach me at:

Jackie Clattenburg
Woodbear@comcast.net
703-743-2433 (home)

MINISTRY REPORTS: STEWARDSHIP MINISTRY

Mission:

To educate the congregation about Stewardship – giving our time, talent and treasure back to God. To plan and execute the Annual Stewardship Pledge drive in the fall each year.

Resources:

1. *Ministry Co-Chairs:* John Nixon (3 years) and Kent Miller (1 year)
2. *Number of members:* Allison Dodd and Allyson Showalter have served on the Stewardship committee for three years.
3. *2018 Annual Budget:* \$500 for postage for the letters mailed to the congregation. Items for the Stewardship covered dish dinner were donated.

Accomplishments:

Kent Miller and John Nixon attend the Diocese Stewardship workshop in summer of 2018. Stewardship Committee wrote the Introduction letter sent in August, with calendar of Church events for the fall. Wrote the Stewardship Pledge letter, and included pie chart of 2019 draft budget approved by the Vestry in August. Included proportional giving chart on the back of the letter and had Fernanda generated an insert of past three years pledge amounts to include with the letter. Drafted the Stewardship Prayer that was included in the worship services during the fall Stewardship Pledge drive. Hosted the Stewardship covered dish dinner the last Sunday in September, and showed a brief presentation on Stewardship from Bishop Shannon. Organized the Stewardship testimonial speakers for the church services in October. Performed analysis of the 2019 pledge results in comparison to 2018.

Point of Contact:

Kent Miller: 703 860-2432, kento58@verizon.net

John Nixon: 703 437-0370, jrnixon@verizon.net

Allison Dodd: 202 365-7595, aahedley@yahoo.com

Allyson Showalter: 703 742-4016, Allyson.showalter@verizon.net

MINISTRY REPORTS: WORSHIP

There are currently seventeen (17) Lay Eucharistic Ministers (LEMs) serving St. Timothy's, five (5) of whom are Vergers. Five (5) LEMs normally serve at the 8:00 a.m. Sunday service, and the remaining twelve (12) serve at the 10:00 a.m. service. All LEMs also serve at special services (Christmas, Maundy Thursday, funerals, etc.). There are also currently five (5) Lectors who read some of the lessons at the 10:00 a.m. service. We currently have no Lectors for the 8:00 a.m. service.

Anyone wishing to become a LEM or a Lector should contact the Rector or the Senior Verger.



LEM Danny Wechtenhiser, Father Rich Bardusch, Bishop Ihloff, Verger Chris Brock
Photo by Craig Dubishar