



Saint David's Episcopal Church

Annual Report of the Parish

February 2024

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Saint David's Episcopal Church

Annual Parish Meeting

February 18, 2024



*See, I am making all things new. Write this,
for these words are trustworthy and true. -- Revelation 21:5*

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Saint David's Mission Statement (adopted July 2001):

To be a welcoming Christian community in which all people on their spiritual journey can worship, grow, and be nurtured and sustained through liturgy, education, outreach and pastoral care.

Saint David's Episcopal Church Annual Parish Meeting February 12, 2023 Draft Minutes

Rejoice in the Lord always; again I will say, Rejoice. Philippians 4:4

Gathering and Opening Prayer – Welcome and opening prayer by Cristi

Celebrating 2022 at Saint David's:

- A Report from the Outgoing Senior Wardens
 - Ebie opened by reflecting on our priest->no priest->priest and covid closed->covid opening again; discussed drainage resolution at Gryphon Hall and church windows under warranty and being replaced; Day School in the new facility for 1 year; much planning for Gryphon Hall remodel; Godly Play back again and underway – need more kids, expect more coming back to church in the spring – thank you to volunteers for Godly Play and more volunteers would be welcome. Providing a meal for the Family Resource Center training as part of our outreach.
 - Margaret reflected on her call to the vestry by Nancy Sheplor, and how she became Senior Warden. Vestry members all have their strengths, worked well together as a team, everyone is listened to. No priest to say “no” to our ideas! Discussed profile committee and search committee, and Cristi's acceptance of the call. Special thanks to Richard for supporting Margaret and the vestry. Blessed to have Lisa and Stephanie when no priest available.

- Recognition of Retiring Vestry Members
 - Cristi presented gifts to Margaret and Ebie – including remembrances from the Holy Land courtesy of Melinda's recent trip there with the bishop.

Looking Ahead to 2023:

- Rector's Reflection
 - 3 months since Cristi began, and 1 week after her installation. Margaret and Ebie reviewed the last few years, Cristi reviewed her tenure so far. We started with Morning Prayer on All Saints Day, and then a great Christmas season and most recently her installation and celebration of mutual ministry. We are experimenting with bread and prayers – we want everyone to be welcome at God's table. A lot of pastoral care has been going on, and a desire by our community to have this go to another level. Building new relationships and strengthening old relationships. Community was able to come to English Village Christmas. Strengthening relationships with Lutheran community, and having increased interactions with Episcopal congregation on Orcas. Cristi called out Lisa in her role as deacon. Starting to work on stewardship and leadership development and team building. Lent is coming, joint program on Wednesday evenings with Lutherans. During Lent will hold an 8 AM Morning Prayer service. Training for liturgical ministers and others to be scheduled soon. Stewardship work and financial stability will be a focus for the coming year. Some of what lies

ahead will be hard, some of us will be impatient – change can be hard, often too slow or too fast for individuals. Share your concerns with Cristi and vestry. Transition work happens AFTER the rector begins, know that this work will be ongoing – season of renewal here – but it’s not resuscitation, not being called to going back to our old ways. We are in that season of adaptive change – feels like resurrection.

- o Thanks to current and incoming vestry, especially for their passion for Saint Davids; thanks to Richard, Margaret, and Jenepher for their work as staff of St. Davids. Gratitude to all present – for being teachers to Cristi of Jesus’ way.

- Parish Elections

- o Qualifications to Vote – any Communicant in good standing – 16 yo or older, baptized, Eucharist 3X in last year; giver of record financially or with talents and time.
- o Vestry – Garrett Smith and Stephanie Butler – unanimously elected
- o Convention Delegates and Alternates – Nancy Heacox and Melody Smith, David Bentley and Darleen Nixon. Cristi explained the role of delegates, then called for a vote – delegates were elected unanimously.

- Appointment of and Reflection from the Incoming Senior Warden

Tom Reynolds was appointed the new Senior Warden for 2023-2024. He thanked the outgoing co-senior wardens, Garrett Smith and Stephanie Butler as incoming vestry members, and the delegates to Convention. He then reviewed the process leading to Cristi accepting our call, the financial implications of a full time priest at St. Davids, our current good financial status and expectations for pledge growth in the future. He then previewed the rectory remodel project and capital campaign and discussed our ability to help address the affordable housing crisis on San Juan Island through rental of the living space of Gryphon hall at an appropriate rate. He reminded the audience of Jesus’ call to service, then put forward several questions the vestry will be tackling this year, including community outreach, inviting newcomers to the parish, and providing education and formation.

Financial Review:

- o Melinda reviewed the budget for next year, vs. what we spent last year. Some of our income sources were lower during the pandemic, such as flowers and music and loose plate, but expect more income on these and loose plate this year. First Sunday of month loose plate will go to Rectors discretionary fund. Salaries increased per diocesan guideline. Did lots of infrastructure projects in 2022 which incurred non-recurring expenses which we don’t expect in 2023. Diocesan assessments are a fixed percentage of certain categories of spend. Total expenses in 2023 are higher largely due to salaries. We will need to increase income to cover expense going forward.

- o Discussed capital campaign – raised over 50% before the campaign launched. With the Capital Reserve Balance and line of credit, we have enough to cover the project
 - o Discussed non-operating and non-capital funds – amounts and use of funds
- FY 2022 Year-end Report – see attached
 - FY 2023 Operating Budget – see attached

Commissioning:

- New Vestry and Convention Delegates – see attached
- All Ministries at Saint David's – see attached

Closing Prayer and Sending – Cristi gave the prayer, and Lisa the dismissal.

We were adjourned at 1210

Saint David's Mission Statement (adopted July 2001):

To be a welcoming Christian community in which all people on their spiritual journey can worship, grow, and be nurtured and sustained through liturgy, education, outreach and pastoral care.

Saint David's Episcopal Church
Rector's Annual Report -- February 2024

Friends,

This week, I looked through lots of pictures from last year. One stood out. For me, it summed up what this year has been about at Saint David's. The photo was taken at the April Vestry meeting. At that meeting, I invited the Vestry to wonder about what the Holy Spirit has been doing. People wrote their ideas on sticky notes, and then people spent some time reflecting on what we noticed. Two things were clear almost immediately: everyone had lots to say and there was a remarkable consistency to all of the feedback. There were lots of tangible ideas of course, and from those, we formed goals for the year. But those goals were not ends in themselves. Instead, they were, and are, in support of a broader vision that God has in mind for Saint David's. One person wrote the following words on their sticky note: *joy, new life, and vitality*. That's what this year has been about, and what a gift it is to bear witness to that!

So much has happened in the last year. As a faith community, you have listened to and followed the promptings of the Holy Spirit. In 2023, in response to those nudges, Saint David's focused efforts on three broad areas of ministry: spiritual growth and faith formation; community engagement; and capacity building. What's happened since then has been remarkable!

You have grown in so many ways, especially spiritually, relationally, and financially. There were many new opportunities to explore and deepen faith, including a new Lenten series, Bible and book studies, and a new intergenerational Advent event. More people returned to worship after the pandemic, and new people discovered how this particular way of common prayer feeds their spirituality. Saint David's was also blessed with a "deep bench" of lay and ordained preachers, and your pastoral care team continues to work collaboratively with me to ensure special spiritual needs of the community are met.

As a parish community, we continued to rebuild relationships with our siblings in Christ at the Lutheran Church of the San Juan Islands, and we formed new relationships with fellow Episcopalians in the San Juan Islands. A special highlight was a visit to Emmanuel Episcopal Church in early October. We also continued to renew relationships with other ecumenical partners and non-profits on San Juan Island, especially with Joyce K. Sobel Family Resource Center and the Friday Harbor Food Bank.

And of course, 2023 was a year for significant growth financially. Not only did you complete a major capital campaign. You also completed a major capital renovation of Gryphon Hall. That space was blessed last month, and on March 1, a new tenant will move into that space. It will be the first time in over 20 years someone has lived in Gryphon Hall. Special thanks go to Saint David's Junior Warden John Thompson for serving as the project manager. Thanks to each of you for your financial support that made that project possible. Saint David's also made significant progress toward ongoing financial sustainability. Thanks to you, for 2024, 50 financial commitments have been received totalling \$198,480. For 2023, 42 financial commitments were received totalling \$148,750. Thanks to your remarkable generosity, that's an increase of almost \$52,000 or 35% from 2023 to 2024! Thank you, people of Saint David's! Because of your financial commitments, Saint David's will make measurable progress closing the operating deficit in 2024. In 2023, Saint David's also formed a new finance committee and updated various administrative tools.

We also celebrated the ministry of two long standing members at Saint David's, Margaret Barker and Melinda Griffin. After years of faithful service leading the choir, Margaret decided she was ready to take her place on the other side of the music stand as a member of the choir. Melinda Griffin stepped back from her role as treasurer so she could share her wealth of spiritual gifts in new ways. In 2023, we also celebrated the lives of two faithful servants at Saint Davids: Fiona Mary Norris and June Irene Branner. May they rest in peace and rise in splendid glory.

There's more to come in the next 12 months. Together, we will continue to faithfully live into the mutual goals your Vestry discerned last summer. Those include starting a youth choir; enhancing community engagement and visibility, especially with existing non-profits on the island; and continuing to improve financial health and transparency.

In addition, like 2023, there will be many opportunities for spiritual growth, including learning and worship opportunities. With the upcoming rental of Gryphon Hall to an island family, Saint David's will begin a phase of the housing ministry you have been discerning since 2021. We'll also spend time developing and implementing a new communications plan, including rolling out a new website. Most importantly, together, we'll continue to listen for and respond to the movement of the Holy Spirit at Saint David's.

I am deeply grateful to the Vestry for their partnership, commitment, and wisdom. To the wardens, Tom Reynolds and John Thompson, you have been extraordinary partners in ministry this year. Your counsel to me has been invaluable, and you have been steadfast in your care of and commitment to this congregation. Special thanks go to Melinda Griffin and Rob DeGavre for stewarding the financial assets of Saint David's. Jenepher, thank you for your long standing ministry to the choir and congregation. Lisa, thank you for being a partner and fellow colleague in ministry on San Juan Island and in the diocese. Finally, to Richard, you are gifted in so many ways. I am deeply grateful to you for all the ways you share those gifts with this community and with me.

I also want to acknowledge and thank you for supporting my ministry to the wider diocese. At ordination, every priest promises to participate in the councils of the church. Those commitments vary depending on the needs of the wider church and the skills a given priest brings. In 2024, I will begin my third year on Diocesan Council, serving as the chair of the Budget and Finance Committee and as a member of the Joint Finance Panel. I'm also deeply grateful for the opportunity to accompany several people who are currently in the ordination process for Holy Orders. Thank you for the ability and support to continue these vital and critical ministries to the Diocese of Olympia.

From his island home in Patmos, John could tell that God was up to something good in the people around him. John also knew that sometimes, that community needed to be reminded of the hope that God was realizing through them. God is always remaking and revitalizing God's creation. You are evidence of God's renewal efforts. So is the common life we share at Saint David's. Those words are trustworthy and true. Thanks be to God!

Faithfully,

Cristi+

Annual Report of Ministries at Saint David's Episcopal Church

February 2024

Wherever you are on your spiritual journey, you are welcome at Saint David's! A robust and diverse offering of ministries provide many ways for you to engage in the common life of this community and for you to develop and deepen your faith. At Saint David's during 2023, many existing ministries experienced growth, and several new programs began. What follows is a summary of active ministries and programs during 2023, all made possible because of your faithful commitment to Saint David's!

Spiritual Growth: Faith Formation and Worship

The **Altar Guild** works with the Worship Team to create a sacred space that calls the people to worship and that supports the community in their shared work of worship. This group also cares for liturgical linens, altar hangings, vestments, vessels, and candles. Each Altar Guild team serves once a month. Contact: Jan Champlin [jan@rockisland.com].

Bread Bakers make home-made gluten-free bread for the weekly Eucharist at Saint David's. Bakers rotate on a monthly basis. If you enjoy baking and are looking for a meaningful and fulfilling way to contribute to Saint David's, consider joining this ministry. Contact: Garrett Smith [garrett261@gmail.com].

The vision of **Faith Formation** at Saint David's is to equip people of all ages to deepen their relationship with God and each other and to experience the life-giving, liberating love of God found in Jesus Christ. To do that, Saint David's offers a variety of opportunities to explore, deepen, and nurture those relationships through communal and personal worship and study. Contact: The Rev. Cristi Chapman [rector@sjiepisopal.org], The Rev. Lisa Bennett [n2111q@gmail.com], or Stephanie Butler [sjbutlerak@gmail.com].

Godly Play uses a Montessori based approach to teach children about the Bible. Specially focused for children from 3 to 12 years old, this program introduces children to important stories and people from the Bible. Each week, children are invited to wonder about those, and to respond to the mysteries those stories express. Doorkeepers (teaching assistants) welcome children to the classroom each week. Storytellers offer sacred lessons and stories. Sessions begin in Gryphon Hall at 9:30 on Sunday mornings during the academic year, and the children return to church before the Eucharist. To learn more or to find out how you or

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your child can participate, contact: Vicky Hipkin [vhipkin@yahoo.ca] or Melody Smith [melodysmith.x2@gmail.com].

Feasting on the Word is a lectionary based adult Bible study that meets weekly on Tuesdays at noon. Sessions take place in person in the Undercroft and by Zoom This experientially based study uses Lectio Divina to engage one or more of the lessons for the upcoming Sunday. This approach invites people to listen for words or phrases that capture their attention. Then, people are invited to explore what God might be saying to them through those particular words or phrases for the week ahead. Contact: The Rev. Crisi Chapman [rector@sjiepiscopal.org].

Beyond the Canon is a new book group that meets quarterly to explore the intersection of spirituality and culture through literature. We explore a given book through the lens of Christian faith and ponder questions like: how does faith help us interpret current cultural, political, and economic experiences or how do the promises we made at baptism help us to understand and interpret the world around us? Since its inception in 2023, the group has read *Braiding Sweetgrass* by Robin Wall Kimmerer and *God is a Black Woman* by Christena Cleveland. The next session will meet on Sunday, April 21st and Wednesday, April 24th, to discuss *How to Know a Person*, by David Brooks. Contact: The Rev. Crisi Chapman [rector@sjiepiscopal.org].

Every quarter, *Living the Questions* explores questions about spiritual life. This forum based group invites mutual exploration and wondering as we name and discuss these big questions of life. As Rainer Maria Rilke says: live the questions now. Then, without noticing, you may discover you will have lived into an answer. Contact: The Rev. Crisi Chapman [rector@sjiepiscopal.org].

Getting Down to Basics will begin on Sunday, March 10 and meet quarterly. Sessions will cover basics about spiritual life, like what is prayer and why is the Bible important? Join with fellow seekers as we explore particular aspects of Christian practice and Anglican spirituality. Learn about a given topic, ask questions, and share personal experiences and new learnings. Contact: The Rev. Crisi Chapman [rector@sjiepiscopal.org].

Throughout the year, our community is invited to special seasonally relevant series and forums. On Wednesday evenings during Lent, *An Inward and Spiritual Journey*, takes place. This Lenten program includes time for reflection, prayer and dinner and is co-hosted

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between Saint David's and the Lutheran Church of the San Juans. In 2024, Saint David's will also offer a special Lenten experience for families with children, *Lent in a Box*. Using simple objects, children and families will have the opportunity to grow closer with God as they prepare for Easter. In November 2023, Saint David's and The Lutheran Church of the San Juan Islands co-hosted a special intergenerational Advent event, *Prepare the Way*, where we made wreaths, luminarios and shared a meal together. In 2022 and 2023, a home-based weekly Advent prayer practice was available for people to use. In 2024, Saint David's will begin a series, *Listening for the Spirit*. This small group ministry is specifically designed for people who are discerning "big questions" in their lives. Contact: The Rev. Cristi Chapman [rector@sjiepiscopal.org].

Members of the **Flower Ministry** enhance the worship space by offering and arranging flowers and other greenery each week. Often, people bring flowers from their own gardens or from the gardens of friends on the island. People also purchase flowers from one of the local grocery stores or seasonal farmers markets. Like prayer or music, this ministry offers a unique way to engage creatively with a spiritual practice. Contact: Richard Lind [saintdavid@rockisland.com].

Liturgical Ministers at Saint David's include Eucharistic ministers, worship assistants, lectors, and ushers. *Eucharistic Ministers* assist in many ways during the service, including serving as a chalice bearer, carrying the cross, reading a psalm, and helping set the table during the Eucharist. This is a "licensed ministry" which means those who serve receive periodic training and a certificate from the Bishop. *Worship assistants* serve at the 8am service on Sunday mornings and prepare the space for worship, lead the psalm, and read a lesson and prayers. No special certification is needed for this ministry. *Lectors* read a lesson from either the Old or New Testament during a Eucharist. See the Hospitality section for information about *ushers*. At least once a year, all liturgical ministers meet for training, ask questions, and practice. Contact: Nancy Heacox [njheacox@aol.com] or The Rev. Cristi Chapman [rector@sjiepiscopal.org].

Music is a core part of Anglican liturgy, with its primary function being to assist the congregational choir in the singing of hymns and other service music. The **Music Ministry** at Saint David's strives to fill that important role in the liturgies of the parish. The Choir is made up of over fifteen dedicated singers who rehearse weekly, arriving early on Sunday mornings to prepare to lead the music. Offertory anthems from a wide variety of musical styles and compositional periods are sung to highlight the scriptures and themes of the day. Hymns and anthems for each Sunday are chosen to reflect the lectionary texts, the collects of the day, liturgical acts, and liturgical seasons. The Choir rehearses every Thursday from September to June from 3:45 PM to 5:15 PM. The Choir is a crucial partner, facilitating congregational singing during worship on Sunday mornings as for special

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liturgies on Christmas Eve, The Great Vigil of Easter, and Choral Evensong. All who are interested in participating are welcome to sing. Adult singers and young people (at least ten years old) are encouraged to add their voices to the choir. Jenepher Reeves serves as Choir Accompanist, with the additional responsibilities for performing preludes and postludes. Richard Lind serves as Director of Music. Working in close partnership with the rector, he selects the hymns, service music, and anthems; directs the choir; accompanies the hymns and service music on the organ or piano; and performs preludes and postludes as needed. Come, make a joyful noise to the Lord! Contact: Richard Lind [saintdavid@rockisland.com].

As needed, the **Worship Team** meets to plan regular Sunday worship services and design and implement other special services, such as Blue Christmas, special evening worship services during Advent and Lent, and Holy Week. The word "liturgy" means "work of the people," and many different groups are involved in this fundamental aspect of our common life! To be a part of this group or to find out what's involved, contact: The Rev. Cristi Chapman [rector@sjiepisiscopal.org], The Rev. Lisa Bennett [n2111q@gmail.com], Richard Lind [saintdavid@rockisland.com], or Nancy Heacox [njheacox@aol.com].

Community Care and Engagement

The **Episcopal Church Women** (aka, "ECW") provide fellowship and education for members and friends of Saint David's; pastoral care to each other; and financial support to the wider church community. All are welcome. Meetings are held the second Friday of each month at 12:00 noon in the Undercroft. Contact: Nancy Sheplor [nsheplor@centurytel.net].

The people of Saint David's are known for their warm welcome and gracious hospitality. The **Hospitality Ministry** includes ushers and greeters; Zoom hosts; and coffee hour hosts.

Coffee Hour Hosts One of the ways that welcome and hospitality happens is through coffee hour. Every week after church, we gather in the Undercroft for conversation, snacks, and coffee. Thanks to a small group of faithful and dedicated people, each week this event happens. This year, that group is interested in your ideas and help how to keep this ministry fresh and vibrant. Many hands make light work, especially for coffee hour! If you have an idea or are interested in learning more about this ministry, contact: **TBD!**

Annual Report of Ministries at Saint David's Episcopal Church

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Ushers and Greeters support the congregation during worship services by welcoming everyone, providing written materials needed during the service, ensuring each person who desires it receives Holy Communion, collecting offerings and preparing a bank deposit after the service. Contact: Nancy Heacox [njheacox@aol.com].

Zoom Hosts operate the Zoom application on a laptop to admit remote parishioners. Note: setup assistance will be provided. Contact: Nancy Heacox [njheacox@aol.com].

The **Pastoral Care Ministry Team**, in collaboration with and under the guidance of the rector, provides spiritual support, social contact, and emotional comfort to parishioners and friends of Saint David's. Part of that care includes sending cards to everyone at Saint David's on their birthdays and at Christmas. The team meets monthly to discuss the needs of the community and coordinate care. Contact: Stephanie Butler [sjbutlerak@gmail.com], The Rev. Cristi Chapman [rector@sjepiscopal.org], Nancy Heacox [njheacox@aol.com], Darleen Nixon [darleennixon2@gmail.com], Nancy Sheplor [nsheplor@centurytel.net], Mariluz Villa [mariluzvilla@me.com], or Carol Waxman [carolwaxman@rockisland.com].

The **Saint David's Day School** is a non-sectarian, separately incorporated educational program for 3 to 5 year-olds. The goals of Saint David's Day School's program include:

- Valuing each child as an individual
- Understanding and meeting the developmental needs of each child
- Providing opportunities for children to gain confidence and a healthy self-concept
- Encouraging children to become active participants in their learning through experience and exploration of hands-on materials
- Teaching problem solving, decision making and conflict resolution
- Promoting creativity as inspired by varied child-centered approaches
- Encouraging in children an acceptance of others by establishing a classroom community

Contact: Margaret Barker [rdb275@rockisland.com] or Ebie Mountford [ebiemountford@gmail.com].

Annual Report of Ministries at Saint David's Episcopal Church

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Capacity Building and Stewardship

The **Annual Giving Team** designs and implements a plan for annual fundraising at Saint David's. Over 90% of ongoing mission and ministry of Saint David's comes from annual giving. That regular support consists of regular financial commitments (pledges) and other gifts. While a focused giving season takes place several weeks in the autumn, people may make a gift anytime during the year. Giving is both a thank offering and a spiritual practice of generosity.

For 2024, 50 financial commitments have been received totalling \$198,480. For 2023, 42 financial commitments were received totalling \$148,750. *Thanks to your remarkable generosity, that's an increase of almost \$52,000 or 35% from 2023 to 2024! Thank you, Saint David's!* Special thanks to this year's campaign chair Darleen Nixon and senior warden, Tom Reynolds. For more information, contact: Darleen Nixon [darleennixon2@gmail.com], Tom Reynolds [tom.reynolds@alumni.stanford.edu], or The Rev. Cristi Chapman [rector@sjiepiscopal.org].

The **Buildings and Grounds Ministry** stewards the physical assets of Saint David's. That includes taking care of minor maintenance in the main church building and at Gryphon Hall, caring for the grounds (including the compost project), and prioritizing and coordinating more significant facilities projects with the Finance Committee and Vestry. Starting in 2024, someone from this group will also serve as the liaison between Saint David's and the tenant leasing the residence at Gryphon Hall. Contact: Nancy Heacox (for questions about the compost project) [njheacox@aol.com], or John Thompson [jthompson@kw-seattle.com] or Richard Lind [saintdavid@rockisland.com] for all other questions.

From time to time, major capital renovations or repairs take place at Saint David's. 100% of the financial funding for those projects comes from you! When special funds are needed, the **Capital Campaign Team** works with the Vestry, rector, and parish to raise the necessary funds for major capital projects. The last major project, the renovation of Gryphon Hall, was completed in February 2024. Thanks to your generous support, over \$316,000 was raised which will cover the full cost of the project. Thank you! Special thanks also go to the Capital Campaign Team, Jan Champlin, Ruth MacGinitie, Tom Reynolds, and Mariluz Villa. Contact: Tom Reynolds [tom.reynolds@alumni.stanford.edu].

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A new **Finance Committee** was formed in 2023 as part of the Vestry's commitment to provide sustainable financial management and ensure sound financial practices. The Finance Committee meets quarterly to review financial statements and operating budgets, provides input and support to Vestry regarding the overall financial operations and risk management of the parish, manages the annual financial statement audit, and makes recommendations to Vestry about a variety of financial matters. Contact: Rob DeGavre [degavre@rockisland.com].

The **Saint David Staff** facilitate the spiritual and administrative operations of Saint David's. The Rev. Cristi Chapman serves as the full-time rector of Saint David's. Cristi is called to serve as the pastor, priest, and spiritual teacher of the parish. As the rector, she is responsible for the spiritual life of the parish, which happens in many ways including through worship, pastoral care, Christian education, and through stewardship of the congregation's baptismal ministry. The Rev. Lisa Bennett serves Saint David's as deacon, bringing the concerns of the community into the church and helping lead parishioners out into the community to do the work Christ has called us to do. Richard Lind serves as the Parish Administrator and Director of Music. Richard is responsible for the day to day operations of the parish and for leading the music program. As the Music Director, Richard leads the choir, selects and composes worship music to accompany spoken prayers, and supervises the our accompanist. Jenepher Reeves serves as the part-time musical accompanist and has been in that role for many years. In 2024, Melody Smith will serve as a very part-time communications manager. She will develop a communications plan, redesign the website and other regular communications, and develop and implement a social media strategy to ensure Saint David's is visible within the wider community. Contact: The Rev. Cristi Chapman [rector@sjiepisopal.org], Richard Lind [sainddavid@rockisland.com], Jenepher Reeves [jenepher.reeves@gmail.com], or Melody Smith [communications@sjiepisopal.org].

The **Vestry** serves as the board of Saint David's Episcopal Church. The Canons of The Episcopal Church state that vestries have full oversight responsibility related to all financial and property matters of a parish. At Saint David's, Vestry members are elected from the membership and serve three year terms on Vestry. Two wardens of the vestry are also given additional leadership responsibilities, including consulting and collaborating with the rector on a variety of parish and pastoral matters. A senior warden is appointed by the rector, and a junior warden is elected by the Vestry to serve in that role.

The Vestry and the rector work together mutually to develop a strategic vision and goals that supports the mission of the parish and aligns with the vision of the Episcopal Diocese of Olympia. The Vestry and rector then work with the congregation to carry out those goals over time. Throughout the year, the Vestry and rector also discern and discuss other areas that could benefit and support their shared ministry together.

Annual Report of Ministries at Saint David's Episcopal Church

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Mutual ministry goals include:

- Starting a youth choir;
- Enhancing community engagement and visibility, especially with existing non-profits on the island, such as the San Juan Island Food Bank, Family Resource Center, Animal Protection Center, Mullis Center, Pride Foundation, and the Day School;
- Improving financial health and sustainability and increasing financial transparency; and
- Offering varied and diverse opportunities for spiritual growth, including learning and worship opportunities.

Contact: Tom Reynolds [tom.reynolds@alumni.stanford.edu], Stephanie Butler [sjbutlerAK@gmail.com], or The Rev. Cristi Chapman (rector@sjiepisopal.org).

Saint David's Episcopal Church
Annual Meeting Basics and Procedures
2023

What is an annual meeting?

Annual meetings take place anytime after diocesan convention and the end of February for purpose of electing a Vestry, delegates and alternates to Convention, and any other business that may come before the congregation. *See the Saint David's bylaws and Canon 9, Section 1a of the Constitution and Canons.*

Who may attend?

Anyone is welcome to attend.

Who runs the meeting?

Per Canon 9, Section 1c, the rector chairs the Annual Meeting. The current clerk of the Vestry serves as the clerk of the Annual Meeting.

What constitutes "other business"?

Other than electing the Vestry, the *bylaws and Canons* are silent on what this means. At Saint David's, the current practice is that the Vestry determines other matters that come before the congregation. The wardens and rector review how the Gospel of Jesus Christ has been practiced in the last year, and they look forward to the next year. Retiring Vestry members are honored and thanked. The Treasurer reports on the finances for the last year and presents the approved operating budget for the coming year. Note that the Vestry approves the operating budget for the coming year at one of its final meetings before the annual meetings. Finally, a senior warden is appointed by the rector and the new vestry is commissioned.

Who may serve as an elector and vote on business?

"Communicants in Good Standing." That means people who are at least 16 years old who have been baptized, faithful in corporate worship (e.g. received Holy Communion three times in the last year), and are givers of record financially or through service. *See Canon 20 and the Saint David's bylaws.*

How many people are needed for a quorum?

40 communicants in good standing per the *Saint David's bylaws.*

Who may serve as a Vestry member?

Adult Communicants in Good Standing in the Parish shall alone be eligible to serve on the Vestry *per Canon 9, Section 2a*. Terms for Vestry are three years. After a Vestry member finishes a full three year-term, they must wait one year before they are eligible to serve again *per Canon 9, Section 2c*.

Who may serve as a Convention Delegate and Alternate?

Per Canon 2 of the Diocesan Constitution and Canon, Saint David's sends two members to Convention every two years. Anyone from Saint David's who is an adult "Communicant in Good Standing" may serve as a delegate or alternate. Delegates and alternates are to be selected by the parish at an annual or special meeting, or in certain special circumstances, a Vestry can designate delegates.

Saint David's Episcopal Church
Annual Meeting Basics and Procedures
2023

How are people nominated?

Per the Saint David's bylaws, a nominating committee chooses a slate of nominees to serve on Vestry and as Convention delegates. The nominating committee includes all of the Vestry members who are retiring from Vestry, a warden, the rector, and other people as deemed appropriate.

Are nominations from the floor okay?

Yes, as long as nominees are eligible to serve (e.g., adult communicants in good standing). *See Canon 9.*

How are wardens and officers selected?

The senior warden is appointed by the rector, and the junior warden is elected from within the Vestry. *See Canon 9, Section 3.* At the first meeting of the Vestry, the Vestry appoints a clerk and treasurer. Neither is required to be a Vestry member. *See Canon 9.* The rector serves as an ex-officio member of the Vestry (per Canon 9) and as the president of the corporation, *per the Saint David's bylaws.*

What does the Rector do?

The canons (Title III, Canon 9, Section 5; Title I, Canon 14, Section 2) of the Episcopal Church stipulate that the Rector shall have authority and responsibility:

- ...for worship, music and the spiritual life of the Parish, subject to the Rubrics of the Book of Common Prayer, the Constitution and Canons of the Episcopal Church, and the pastoral direction of the Bishop.
- ...for the education of all ages in the Scriptures; the doctrine, discipline and worship of the Church; and in the exercise of their ministry as baptized persons.
- ...for the provision of comprehensive stewardship education for all ages. This is to include appropriate provision for an offering for charitable uses.
- ...to prepare people for baptism, confirmation, reception and reaffirmation of baptismal vows.
- ...for a healthy working relationship between the Parish members, the Diocese and the broader Episcopal Church.
- ...to select and hire associate clergy within the budget of the Parish.
- ...to be ex officio a member of the Vestry with presiding authority that may be delegated by the Rector to another member of the Vestry. The Rector shall not vote except to break a tie.
- All Parish staff – lay and clergy – report to and are supervised by the Rector.

What do the Vestry do?

The canons of the Episcopal Church stipulate that:

- ...the Wardens and Vestry shall be agents and legal representatives of the Parish in all matters concerning its corporate properties; and in the relations of the Parish to its clergy. (Title 1, Canon 14, Section 2)

Saint David's Episcopal Church
Annual Meeting Basics and Procedures
2023

- ...the Wardens and Vestry shall ensure that standard business methods, as outlined, will be observed. (Title 1, Canon 7, Section 1, paraphrased).
- ...when a Parish is without a Rector, the officers of the Vestry are responsible for the continuation of worship, including the calling of a new Rector (Title III, Canon 9, Section 3, paraphrased).
- ...the Vestry has responsibility for nominating persons for holy orders. (Title III, Canon 5, Section 2).

What's jointly shared?

The Rector, Wardens and Vestry agree to an annual review of the Mutual Ministry Agreement in order to:

- Provide the Rector, Wardens and Vestry opportunity to assess how well they are making progress toward the fulfillment of their goals and fulfilling their responsibilities to each other and to the ministry they share.
- Establish new goals for the work of the Parish for the coming year, to include continued focus on the diocesan vision.
- Identify any areas requiring additional attention for the benefit of shared ministry.

Saint David's Episcopal Church
Nominations for Candidates for Vestry
February 18, 2024

Vestry Nominations for the Class of 2027:

Two vestry members are elected each year to serve three year terms. Nancy Heacox and Francie Rutherford have been nominated to fill those two three-year positions.

Nancy Heacox -- Vestry Class of 2027

Nancy grew up in southeastern Michigan, attending a church that was Evangelical United Brethren before merging to become the United Methodist church. She fondly remembers the robust music and many years of Christmas caroling, from which she can still sing all of the verses of the most popular carols. She worked as a secretary, back in the day, for the superintendent of a county school district and then, during a brief residence in Texas, for the manager of a brick plant. During another brief residence, in Florida, she worked in a bread bakery. Nancy always enjoyed and performed well in school. She attended multiple community colleges and accumulated a plethora of unrelated credits until, while living in San Diego, she worked in Human Resources while attending night classes, mainly on military bases. She obtained a B.A. in Psychology before attending graduate school at United States International University and the California School of Professional Psychology, from which she obtained a Ph.D. in Industrial / Organizational Psychology. She worked with a private Human Factors firm for many years until her retirement and subsequent move to SJI. Nancy has an almost life-long love of felines. She is married and is mother to three progeny, one daughter and fraternal twin sons, who all reside in California. Nancy is very very happy to be a member of the community at St. David's Episcopal Church.

Francie Rutherford -- Vestry Class of 2027

Francie has been coming to St David's since the winter of 2023. She most recently participated in services at University Congregational church. Before that she was a member of St Clement's Episcopal Church in Seattle where she was on the Vestry. Francie is a retired psychotherapist and had a private practice in Seattle for many years. When she is not at church, Francie is a sailor and hopes to become involved in the Friday Harbor Sailing Club. Francie is most interested and involved in environmental issues and hopes to bring some of that focus to St. David's.

Saint David's Episcopal Church
Statement of Financial Position
As of December 31, 2023 and 2022

	As of Dec 31, 2023	As of Dec 31, 2022
<u>ASSETS</u>		
Current Assets		
Banner Episcopal Church Women	\$2,127	\$1,656
Banner Operating Account	\$118,099	\$156,661
<u>Total Operating Funds</u>	\$120,226	\$158,317
Banner Rector's Discretionary Account	\$2,325	\$1,029
Gryphon Hall Project	\$0	\$98,550
KeyBank Restricted Capital Funds	\$46,483	\$60,785
Vanguard Vestry Designated Reserve	\$31,757	\$30,219
US Bank Endowment (Diocesan Investment Fund)	\$14,464	\$12,822
<u>Total Restricted and Other Financial Assets</u>	\$95,029	\$203,405
Fixed Assets		
Buildings	\$861,198	\$850,281
Construction in Progress	\$272,768	\$0
<u>Total Fixed Assets</u>	\$1,133,966	\$850,281
TOTAL ASSETS	\$1,349,221	\$1,212,003
<u>LIABILITIES AND NET ASSETS</u>		
Liabilities		
Current Liabilities		
KeyBank Credit Card	\$1,490	\$2,362
Accrued Payroll Taxes	\$491	\$2,737
Other Current Liabilities	\$0	\$17,440
Prepaid Pledges	\$29,620	\$0
<u>Total Current Liabilities</u>	\$31,601	\$22,539
Long-Term Liabilities		
Accrued Vacation and Sabbatical	\$5,250	\$0
<u>Total Long-Term Liabilities</u>	\$5,250	\$0
Total Liabilities	\$36,851	\$22,539
Net Assets	\$1,312,369	\$1,189,464
TOTAL LIABILITIES AND EQUITY	\$1,349,221	\$1,212,003

Saint David's Episcopal Church
Summary of Net Assets
As of December 31, 2023 and 2022

	As of Dec 31, 2023	As of Dec 31, 2022
Unrestricted Net Assets	\$1,201,816	\$982,021
Vestry Designated Net Assets		
Best Use	\$710	\$710
Episcopal Church Women	\$2,127	\$1,656
Reserve	\$31,757	\$30,219
Total Vestry Designated Net Assets	\$34,594	\$32,585
Temporarily Restricted Net Assets		
Capital Reserves	\$48,518	\$150,354
Education Fund	\$5,000	\$5,000
Rector's Discretionary Account	\$2,324	\$1,029
Spiritual Growth	\$2,382	\$2,382
Youth Program	\$3,271	\$3,271
Total Temporarily Restricted Net Assets	\$61,495	\$162,036
Permanently Restricted Net Assets	\$14,464	\$12,822
Total Net Assets	\$1,312,369	\$1,189,464

St. David's Episcopal Church -- FINAL

Year-end Income Statement Comparisons

<u>Income</u>	FY 2023 Actual to Budget Comparison			Comparison of Actuals -- FY 2023 v. FY 2022		
	FY 2023 Actuals	FY 2023 Budget	Difference	FY 2023 Actuals	FY 2022 Actuals	Difference
Pledge Income	151,286	150,000	1,286	151,286	135,226	16,060
Plate Income	7,572	5,000	2,572	7,572	135	7,437
Special Gifts	16,100	10,500	5,600	16,100	325	15,775
Rental Income -- Church	7,005	6,700	305	7,005	7,560	(555)
Other (flowers, interest, misc.)	1,955	1,000	955	1,955	1,700	255
Total Income	183,918	173,200	10,718	183,918	144,946	38,972
<u>Personnel Expense</u>						
Rector	117,398	114,100	3,298	117,398	23,495	93,903
Parish Administrator	26,632	19,620	7,012	26,632	18,538	8,094
Choir Director	9,827	8,200	1,627	9,827	5,521	4,306
Pianist	10,476	8,300	2,176	10,476	7,378	3,098
Other Personnel (e.g. cleaning service and supply clergy)	4,106	7,900	(3,795)	4,106	11,245	(7,140)
	168,438	158,120	10,318	168,438	66,177	102,261
<u>Non-Personnel Expense</u>						
Diocesan Assessment	22,228	25,117	(2,889)	22,228	17,018	5,210
Church Building Expense	12,494	6,600	5,894	12,494	22,489	(9,995)
Gryphon Hall Expense	6,987	6,700	287	6,987	24,324	(17,337)
Insurance and Grounds	6,776	6,100	676	6,776	5,955	821
Worship, Altar Guild, and Music Expense	5,130	2,000	3,130	5,130	2,080	3,050
Other Direct Ministry Expenses	2,317	2,600	(283)	2,317	7,966	(5,649)
Office and Infrastructure	12,519	11,300	1,219	12,519	10,973	1,546
	68,451	60,417	8,034	68,451	90,805	(22,354)
Total Expenses	236,890	218,537	18,352	236,890	156,983	79,907
Net Surplus/Deficit	(52,972)	(45,337)	(7,634)	(52,972)	(12,037)	(40,935)

Gryphon Hall Renovation Project Summary

as of January 28, 2024

Capital Gifts Raised (through January 2024)

Received to Date through December 2023	265,126
Received in January 2024 (through 1/13/2024)	11,500
Pledged and Not Yet Received	39,500
	316,126

Actual and estimated remaining project costs (as of January 28, 2024)

Cash outlays to date	310,564
Remaining outlays projected	2,500

Project surplus/deficit **3,062**

Other funds available

Non-Gryphon Capital Reserve Net Asset Balance (as of December 31, 2023)	48,518
KeyBank Letter of Credit (as of December 31, 2023)	79,580

St. David's Episcopal Church -- FINAL*Vestry Approved 2024 Budget with Comparison to 2023 Actuals*

<u>Income</u>	Approved 2024 Budget	2023 Actuals	Difference
Pledge Income	197,600	151,286	46,314
Plate Income	8,500	7,572	928
Special Gifts	17,000	16,100	900
Rental Income -- Church	28,000	7,005	20,995
Other (flowers, interest, misc.)	2,500	1,955	545
Total Income	253,600	183,918	69,682
<u>Personnel Expense</u>			
Rector	130,000	117,398	12,602
Parish Administrator	26,600	26,632	(32)
Choir Director	12,700	9,827	2,873
Pianist	8,000	10,476	(2,476)
Other Personnel (e.g. cleaning service and supply clergy)	8,310	4,106	4,205
	185,610	168,439	17,172
<u>Non-Personnel Expense</u>			
Diocesan Assessment	32,910	22,228	10,682
Church Building Expense	11,100	12,494	(1,394)
Gryphon Hall Expense	12,800	6,987	5,813
Insurance and Grounds	6,805	6,776	29
Worship, Altar Guild, and Music Expense	3,600	5,130	(1,530)
Other Direct Ministry Expenses	2,930	2,317	613
Office and Infrastructure	15,565	12,519	3,046
	85,710	68,451	17,259
Total Expenses	271,321	236,890	34,431
Net Surplus/Deficit	(17,721)	(52,972)	35,252

Annual Pledges	50	42
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The mission and ministry of Saint David's Episcopal Church
is made possible by the generous financial support of the following people:

Carole & Gerald Anderson	Donna Martin
Margaret & Rich Barker	Dar McCarthy
The Rev. Lisa Bennett	Cindy McDonald
David Bentley	Ebie Mountford
Stephanie Butler	Darleen Nixon
Adam Champlin	Kriste Petite
Jan Champlin	Sarah Pope
The Rev. Cristi Chapman	Daneanne Raley
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Nancy Jones	Nina Van Lund
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Phil & Karen Lloyd	Liza and Jay Westphalen
Ruth MacGinite	

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Thank you for your faithful generosity!

The Staff of Saint David's Episcopal Church:

The Rev. Cristi Chapman, *Rector*

The Rev. Lisa Bennett, *Deacon*

Richard Lind, *Parish Administrator & Director of Music*

Jenepher Reeves, *Pianist*

The Vestry of Saint David's Episcopal Church:

Tom Reynolds, *Senior Warden*

John Thompson, *Junior Warden*

Garrett Smith, *Clerk*

Robert DeGavre, *Treasurer*

Stephanie Butler

Doris Corbin

John Rummel

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