

## **Vestry Meeting Minutes March 12, 2009**

**Present:** Wilson Anthony, Steve Brodt, Sandy Durgin, Brandon Elliott, Betsy Field, Andy Johnston, Bruce Kallos, Ruth Kirk, Martha Lankford, Tilly Maassen, Judy Sargent, Gina Pike

**Absent:** Bitsy Robbins, Ann Wick

**Also present:** Ned Jackson, Bryan Keenan

The meeting was called to order at 6:59 PM by The Rev. Ruth Lawson Kirk.

The opening prayer was offered by Martha Lankford.

Minutes from January 8, 2009 were reviewed and accepted.

Wilson Anthony acted as Clerk for this meeting.

### **Cluster Reports**

Ruth requested that each of the Cluster Groups meet prior to the May Vestry meeting.

### **Stewardship:**

Ned Jackson gave a review of the parish finances for 2008. The end-of-year statement shows a surplus of \$94,372.12. Endowment has fallen from \$9.4 million to \$6.4 million as of 12/31/08. Annual giving was 3.2% over the amount pledged, which is by far the best performance of the past five years. Ned is hopeful that 2009 will yield similar results. 2009 pledging is \$26,000 less than 2009. YTD pledging is on a par with previous years. The Capital Campaign is progressing well; Ned estimates that the final amount collected will be 3-5% below the total amount pledged (Attachments A and B).

A discussion followed concerning the possible dispensation or use of the 2008 budget surplus. The Finance Committee will discuss the possible uses of the surplus and provide suggestions at the April Vestry meeting. Vestry members were asked to provide their suggestions and feelings to the Finance Committee.

A motion was made to approve the Planned Giving policies presented in January by Ernie Ruppe. The motion passed unanimously.

Bryan Keenan presented the Finance Committee Timeline for 2009. The 2010 budgeting process will begin this spring. Bryan informed the Vestry that it will need to approve changes in the committee membership. Bryan recognized Susan Casscell's hard work in forming and shaping the Finance Committee.

### **Spirit Life:**

Wilson Anthony presented the Cluster Report (Attachment C). Betsy Field added information about Urban Promise (included with updated Cluster Report).

Outreach has allocated funds (currently \$2,670) that are designated for youth-determined outreach. Lynne Turner will be asked to coordinate this process with the youth and Outreach Committee.

## **Service to Others:**

Sandy Durgin presented the Cluster report (Attachment D). She discussed a document prepared by Ricardo Potter that details potential future projects in Jalonga, Dominican Republic.

Sandy asked that the monthly Christ Church Preschool Board of Trustees meeting minutes be distributed to the Vestry. This will act as an adjunct to the Service to Others Cluster Report.

## **Discussion on Meaning in Membership**

Ruth distributed "The Meaning of Membership" and a section from the Church Canons regarding Regulations Respecting the Laity (Attachment E).

Discussion followed concerning the definition of membership within the broad Episcopal Church and how it is defined and viewed at Christ Church.

Ruth stated that she believes that the definition and requirements of membership at Christ Church need to be clarified and updated. It was agreed that a purpose statement regarding membership needs to be developed. Brandon Elliott will develop a draft.

## **Rector's Report**

(Attachment F). Highlights: Ruth discussed Carl Kunz's departure and the increased demands that it has put on Clergy time. A discussion followed regarding staffing and the possibility of hiring an additional full-time clergyperson. Funding issues, including the possible use of the 2008 surplus, were discussed. Allocation of the clergy's time was discussed and the potential sacrifices that would need to be made if no third clergyperson is added. Ruth indicated that a third clergyperson is imperative to the continued vibrancy and growth of the parish. Two and one-half clergy are required as a minimum.

Ruth discussed the allocation of the funds from the extension of the Jessie Ball du Pont Fund "Year of Peace" grant.

## **Other Matters and Final Thoughts**

Vestry members are encouraged to be present at the Christ Church hosted Diocesan Convention on March 27-28. Chuck Durgin has requested eight ballot counters for Friday evening. Six Vestry members volunteered.

As the second Thursday of April falls on Maundy Thursday, the April Vestry meeting will be held at 7 PM on April 23.

Closing prayer provided by Martha Lankford. The Vestry joined in wishing a happy birthday to Gina Pike.

The meeting was adjourned at 9:19 PM.

Respectfully submitted,

Wilson Anthony, Clerk-Designee

## Attachment A: 2008 Giving versus Pledges

### Pledges

<u>Number</u>	<u>\$ Pledged</u>	<u>\$ Avg Pledge</u>
528	1,196,950	2,267

### Actual Results (2/18/09)

	<u>Number</u>	<u>\$ Pledge</u>	<u>Actual \$ Rcv'd</u>	<u>\$ Difference</u>	
Over Givers	125	317,264	347,978	30,714	
*Under Givers	107	162,262	92,343	(69,919)	
Exact Givers	296	717,424	717,424	0	
Pledge Totals	528	1,196,950	1,157,745	(39,205)	
Non-pledge Givers	127	0	74,955	74,955	
GRAND TOTALS	655	1,196,950	1,232,700	35,750	3%

\*16 Gave nothing toward pledge \$17,817

91 Gave an average of 64% of pledge \$52,104

- ❖ Best year since we began recording this way 5 years ago!
- ❖ Note with year-end summary worked wonders!

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### 2009 Pledge Total

	<u>Number</u>	<u>Pledge</u>	<u>AVG Pledge</u>
2008	528	\$1,196,950	\$2,267
2009	519	\$1,164,808	\$2,244
Difference	(9)	(\$32,142)	(\$23)

Based upon 2008 results, current 2009 budget income is hopefully very conservative (\$1,145,000). My estimate is that we can expect to receive as much as \$1,200,000.

## Attachment B: Capital Campaign Status

February 3, 2009

### CAPITAL CAMPAIGN STATUS

	<u>Number</u>	<u>Pledge</u>	<u>\$ Rcv'd TD</u>	<u>Avg Pledge</u>
Member Pledges	373	\$3,381,190	\$2,034,978	\$ 9,065
<u>Special Gifts</u>				
Letty Downs Bequest	1	600,000	562,660	
Jesse Ball Dupont Fund	1	50,000	50,000	
Chichester Dupont Fund	1	75,000	75,000	
A.I. Dupont Fund	1	10,000	10,000	
TOTAL GIFTS	377	\$4,116,190	\$2,732,638	\$10,918

### PLEDGE BREAKDOWN

• Greater than \$25,000	32	\$1,732,868	961,409	54,152
• \$1,001 to \$24,999	214	1,591,222	1,022,894	7,436
• Less than \$1,000	128	67,100	60,675	524

### OTHER FACTS ABOUT PLEDGE STATUS

- 188 Pledges are paid in full
- 30 Pledges with no payment (\$121,250)
- 30 Pledges with 20% or less paid (\$325,989)

**SO FAR – SO GOOD!!**

## Attachment C: Spirit Life Cluster Report

### Spirit Life Cluster Report; Christ Church Vestry Meeting, March 12, 2009

From: Wilson Anthony, Betsy Field, Martha Lankford, Bitsy Robbins

As there was no Vestry meeting in February, this will cover activities for 1/9/2009-3/11/2009. A document prepared by Lynne Turner entitled "Youth Program Overview and Vision" follows at the end of this report.

#### Worship

1. Ash Wednesday Services were held on February 25. Four services were offered, with an additional opportunity for worship at the CCEP service. St. Nicholas and Christ Church Choirs performed at the 4 and 7 PM services. 149 people attended the 7 PM service.
2. A Quiet Day will be offered in the Chapel on March 21, from 9 AM to 12:30 PM. A meeting to finalize details will be held on March 10.
3. Holy week begins with the observance of Palm Sunday on April 5. The Christ Church Choir will perform John Rutter's *Requiem* at 5 PM on Palm Sunday in place of Evensong.
4. A Worship Committee meeting is scheduled for March 17 at 7 PM.

#### Spiritual Formation

1. Confirmation classes continue, with the next scheduled class on March 29. Ruth has taken over teaching duties in Carl's absence. Confirmation is scheduled for May 10 when the Bishop will visit.
2. A J2A dinner and meeting for parents and youth was held March 8. The group's plans for Holy Pilgrimage and Urban Adventure were discussed, and youth and parents participated in a J2A Rite of Passage.
3. Youth mission trips are planned for the last full week of June. 6<sup>th</sup>-9<sup>th</sup> Graders will travel to Indianapolis, and 10<sup>th</sup>-12<sup>th</sup> Graders will work in Jalonga, Dominican Republic.
4. Philip Newell visited Christ Church February 18-22. Seminars were conducted on the evenings of 2/18 and 2/19, and Fr. Newell preached and led the Adult Education hour on February 22.
5. Sunday Adult Enrichment for Lent is "The Three Essential Disciplines of the Christian Life." Russ and Ruth will share leadership.
6. The Wednesday Evening Lenten Program began March 4 and will continue until April 1. A soup supper at 6:15 is followed by two programs for adults at 7:00 as well as programs for children and youth. 77 persons attended the first programs on March 4.

7. Children and youth participated in the following activities: Youth Lock-in 1/16, Ski Trip 1/24, 30-Hour Lock-In for Famine on 2/27, and Urban Promise Work Day on 2/7.

## **Fellowship**

1. A Parish Life Committee meeting was held February 23.
2. Parish Life coordinated the following events: Shrove Tuesday Pancake Supper (in coordination with and as a fund-raiser for J2A youth group), and a reception for families of those baptized on January 11.
3. The following events are planned for March and April: Diocesan Convention March 27-28, Easter Day Potluck, and Easter Day Egg Hunt.
4. Packing of bags for youth "aging out" of foster care (collected food stuffs and toiletries) will be held at Christ Church on May 3, NOT at Beth Emeth as originally scheduled. Although May 3 is Point-to-Point day, it is important to the Jewish community to hold the event on this day because this is a Jewish Federation-wide "mitzvah" day.
5. Betsy Field and Lynne Turner will be working with Ruth and Russ to schedule a date this summer when we could bring a sizable group of interns and perhaps a work group associated with Urban Promise (a ministry to children and youth in Wilmington) to Christ Church for a Sunday evening worship service/experience and dinner. Lynne is hoping that our youth could help plan and participate in the worship service with our clergy.

## **Christ Church Christiana Hundred Youth Program Overview and Vision** *(Overall mission statement here)*

### **6<sup>th</sup> and 7<sup>th</sup> Graders**

*The youth are opening their eyes to world around them, discovering their community and beginning to have a faith system.*

*The program is more community-based; hands-on and physical.*

### **Sunday A.M. Education and Formation:**

Rite 13

### **Regular meeting outside of Sunday A.M.:**

*BOTY - community building, exploring faith, exploring worship*

### **Major Spiritual Application Experience:**

*Group Work camp Mission Trip - opening eyes to the community, other Christians and faiths, to each other*

**Parish-based Community Building Events:**

- Movie nights
- Lock-ins
- Game nights
- Messy Olympics
- Sunday Night Live
- Special Fun Events –tubing, pool party, etc

**Extra-parish Activities:**

- Diocesan Events
- Jr. High Winter camp

**8<sup>th</sup> and 9<sup>th</sup> Graders**

*The youth are looking inward and discovering who they are, not only as individuals but as children of God. They are developing their own spirituality/faith system by articulating what they believe and what they struggle with. The program focus shifts toward inward/personal development while continuing community building.*

**Sunday A.M. Education and Formation:**

J2A

**Regular meeting outside of Sunday A.M.:**

*BOTY – community building is still important while leadership for younger teens begins to emerge though leading worship/meeting. Exploration with faith and worship continue.*

**Major Spiritual Application Experience:**

*Pilgrimage Preparation and Pilgrimage – a seminal event in a young person's life that is rite of passage in their spiritual development.*

**Parish-based Activities/Events:**

- Acolytes
- Lay Readers
- Leadership Roles
- Service Projects
- Special fun events – community-building events as 6<sup>th</sup> & 7<sup>th</sup>

**Extra-parish Activities:**

- Nightwatch
- Diocesan Events
- Winter camp

**10<sup>th</sup>, 11<sup>th</sup>, & 12<sup>th</sup> Grades**

*The youth are living into who they are within their community and in relationship with others (merging the previous two age groups' focuses). Based on who they are, they are beginning to explore who they want to become not only now but into the future. The program focuses on how to live intentionally in the current situation as well as discernment for the future.*

**Sunday A.M. Education and Formation:**

YAC

**Note:** *Recommend Tenth Grade for Confirmation*

**Regular meeting outside of Sunday A.M.:**

Small Group for Senior High – *go deeper into questions of the heart through student-led groups*

Youth Group on Sunday Nights just for Senior High

**Major Spiritual Application Experience:**

Dominican Republic Mission Trip to Jalonga – *offers youth the chance to live into their faith with other adults as well as develop leadership skills.*

**Church-based Activities/Events:**

- Acolytes
- Lay Readers and Eucharistic Ministers/Visitors
- Leadership Roles in church – Vestry, Diocesan Convention,
- Winter Retreat – Memorial House/Camp Arrowhead
- Service Projects
- Special Fun Events

**Extra-parish Activities:**

- Diocesan Youth Council
- Contact Colleges – connect youth with ECM

**Youth Leaders****Development**

- Safe Church Training
- Youth Ministry Training (yearly)
- Retreat – for planning, community-building & refreshment

**Communication**

- Regular meetings (monthly?) for information and feedback
- Email/Facebook

*Youth Committee*

Develop a youth committee to help oversee and support youth ministry in the congregation

## **Attachment D: Service to Others Cluster Report**

### **Service to Others Cluster Vestry Report March 2009**

#### **Outreach**

Outreach is nearing completion of its 2009 allocations to requesting agencies. We have six agency allocation decisions to revisit at our April 7 meeting. Then we will have a final list of recommendations to submit for Vestry approval at their next meeting.

Betsy Field met with Lynne and gave her additional information on agencies that might have suitable outreach opportunities for our youth. Some of them were ones we most recently funded with grants through the Outreach Committee.

#### **Global Mission Team**

We have had two meetings and are discussing micro finance, funding options for the project, and how we can integrate this project into the life of the parish. Suggestions include: *Communicator* articles, dinners with parishioners hosted by GMT members, Bulletin boards, special coffee hour.

#### **Capital Campaign Outreach money**

We have come up with a set of principles to guide our discernment. One idea for a project involves funding a house for Friendship House or the renovation of an existing home. Other ideas include Interfaith Housing and an urban work camp. We await the decision of Bill Perkins and the board of Friendship House regarding potential use of the funds. Here are the criteria for the grant project that we developed.

- Building Project
- Generates volunteer opportunities, perhaps ongoing opportunities
- Local
- Sustainability
- Connecting with God

#### **Pastoral Care**

- Books on Grief: Three people are now receiving the books
- Caregiver Support Group: Parishioners and friends are providing much needed support
- Celebration of Life: Hospitality for families following a funeral or memorial service was offered five times in January.
- Eucharist Visitors: Presently only five parishioners receive communion
- Flower Ministry: The flower ladies are arranging bouquets each week for at least four parishioners. The flowers are reminders that Christ Church is thinking of them.
- Friendly Freezer: Food was delivered to five parishioners since January 1 and gratefully received!
- Helping Hands: At the moment, no one is using this service; those who could are depending on friends.

- Notes of Care: Many notes are written each month to people who are experiencing a variety of different life events.

#### Prayer Groups:

- Tuesday Morning Intercessory Prayer Group continues to meet as it has for years!!!
- Contemplative Prayer Group will now meet twice a month. Members are grateful that Russ is attending.
- Prayer Shawl Ministry: Ladies continue to knit!! 14 shawls are blessed, ready to be given to parish and friends.
- Resource Library: Work is in progress to cull books from shelves in the Commons Room and then add books and pamphlets that would be helpful for caregivers, the bereaved, people facing serious illness, etc.
- Stephen Ministry: The re-commissioned Stephen Ministers meet once a month to reinforce their skills in caregiving.
- Visitation Ministry: Several people continue to visit parishioners who are homebound or in care facilities.

**Please contact Ruth, Russ, or Tilly if you know someone who would benefit from a visit, receiving the Eucharist, having a Stephen Minister, or receiving a prayer shawl.**

## **Jalonga Project Future Options**

### **Narrative of project**

**Short-term support:** February 2009 to April 2010

**Exclusion Agency:** Jalonga Project

A ministry of the Dominican Episcopal Church  
Hato Mayor, Dominican Republic

**Contact:** The Rev. Can. Ricardo T. Potter-Norman, Director  
Maria del C. Ercilia Santana, M.S., Administrator

**Phone:** (809) 246-3367

**Date of Proposal:** June 2008

### **Summary of activities and vision of the technical work**

The Jalonga Project is a vision of Cannon Potter, after living and sharing experience of life in Jalonga Batey and its surrounding communities, especially as related to children.

Aware of the limitations of opportunities for the integral growth, the inhabitants of the batey live in total estrangement. At this stage of the implementation of the project, and in light of the situation in which we live (globalization and opportunities of financial and human support, which are provided by brothers and sisters of God), the project hopes to provide opportunities to better the quality of life for the community, beginning with the children.

The project has a broad configuration that pretends/aspires for integral growth concerning different areas in Jalonga and its surroundings.

### ***General Goal I***

The program will work with children from the Batey Jalonga to improve their quality of life.

#### **Specific Goals:**

- ⊕ Support the intellectual development of the Batey Jalonga children, strengthening their basic formal education.
- ⊕ Develop special abilities of the children through the development of English as a second language of several handcraft programs.
- ⊕ Strengthen the spiritual development of these children through programs of Christian Education.
- ⊕ Have continual health-check (psychological and physical) to attain an integral development.

### ***General Goal II***

Better the quality of life for 60 families in the Batey Jalonga.

#### **Specific Goals:**

- ⊕ Cut down the number of hours the children spend doing nothing creative; thus achieving major developments
- ⊕ Support productive activities of mothers (child-care) through shortening the supervision/care time of children under the age of 10.
- ⊕ Offer employment opportunities to people that qualify to support the program.
- ⊕ Create a culture of training and growth for future actions.

#### **Proposed Activities**

**Activity #1** Offer after school classes

**Goals:** Strengthen the formal basic education by giving support or continuity to their classes and activities at school.

**Result:** 60 children will receive 8 hours per week of after school classes.

**Description:** We intend to hire 2 people (education students), to support the basic formal education classes given in the schools. The truth is that the majority of children do not have parent support to do their homework; the cause may be parental employment or because the parents do not possess the necessary knowledge to provide the support. Through this activity the children of Batey Jalonga will be able to better their performance in school.

**Activity #2** Offer English classes

**Goals:** Improve the children's growth opportunities by offering the chance to learn a second language.

**Result:** 4 hours of class per week; improve one or two levels in English

**Description:** It is no secret that for Hispanics, the ability to speak, read, and write English provides many more opportunities to improve the quality of life and therefore a better economic level. In the Dominican Republic, the tourism industry allows for thousands of jobs. So, it is very important to learn English at an early age.

**Activity #3** Develop special abilities in the children

**Goals:** Do workshops in arts and crafts geared towards helping children find their special abilities.

**Result:** Offer 5 hours per week of arts and crafts

**Description:** Stimulate the children's development to allow strengthening their different abilities and aptitudes for the future. The workshop will be an excellent therapy against laziness and assist them in building towards future micro-enterprises.

**Activity #4** Strengthen the spiritual development of the children

**Goals:** Promote Christian values in the children

**Result:** Provide 5 hours per week of Christian education

**Description:** Scripture commends us to instruct children, creating in them Christian values from an early age.

**Activity #5** Do exhibits

**Goals:** Recognize, promote, and exhibit the arts and crafts and education works of the children

**Result:** Have 2 exhibitions per year.

**Description:** Mount an exhibition twice a year to showcase the works produced by the children in the various workshops. Providing appreciation and recognition to the fruits of the children's creativity supports both the programs and community.

**Activity #6** Have cultural activities

**Goals:** These cultural activities will help with the development of the community.

**Result:** Three special activities per year.

**Description:** There are currently no community-wide cultural activities. Developing 3 cultural activities that involve the whole Batey will strengthen our sense of community and inter-connectedness and provide an underlying support for all of our activities.

**Activity #7** Training of personnel

**Goals:** Develop a team oriented towards efficiency and excellence

**Result:** Three training workshops and a maximization of resources

**Description:** As the team receives more training the possibility of achieving our goals is improved. It is important to have a team that is empowered to assume the responsibilities of the project.

## Attachment E: The Meaning of Membership

### *The Meaning of Membership*

*by the Rev. Ruth Lawson Kirk*

This topic was raised at the vestry retreat last October, and we had committed to a conversation about it at January's vestry meeting. However, our responsibilities for financial stewardship took priority, and without a meeting in February, the conversation comes on the March agenda.

Unfortunately, Russ Bohner and Ann Wick, two of the three empowered to continue researching the topic, cannot be at the March meeting.

I thought it helpful to proceed with a discussion for a few reasons. First, this is not an urgent matter, but it is important. Gaining some clarity about the meaning of membership will in turn clarify the responsibilities and opportunities afforded our members. Let me give an example.

When we formed the preschool, it was established that in the admissions process, children who are parishioners would have priority over children who are not. You get bumped up the list. Earlier this year I reviewed the list of 2009–2010 applicants and noticed a child was counted as a parishioner because the parents checked the box on the form. This family I know because I visited in their home and spoke at length with them about our parish. Though they attended for several months, they said they did not want to be members (still thinking of their Baptist roots) and now have stopped attending regularly. They are not on record as having pledged.

*Should they be given priority status for their child's admission? If you say no, then you have some idea in your mind about what it means to be a member of Christ Church. If you say yes, you have a different idea about membership. Because we have no clarity, both positions are currently valid.*

We also discourage non-members from holding weddings at Christ Church. Our stated practice is that at least one member of the bridal party is closely related to someone who is a member here. I have allowed some weddings of non-members, and the wedding committee and parish administrator are looking for clear standards. We established our policy because we did not intend to be a wedding location; we take the meaning of Christian marriage seriously. As a tool for evangelism, I am considering a revision of the policy to open our church to non-members who desire Christian marriage. For funerals we charge for the use of the parish hall for non-members and give its use to members. Should we do the same for wedding fees? Charge a different rate for members than for non-members?

*What determines that someone is a member and should not be charged? Because we have no clarity, the decision can seem arbitrary, left to the office staff to investigate someone's past relationship of*

*family connection with the church. This is a pastoral matter in those moments of a person's life that are openings to deeper connections with God and with a faith community. Clarity about the meaning of membership will serve as a better guide.*

In 2009 we have welcomed several newcomers, 39 adults, youth and children who have given us contact information. Two couples are planning weddings. One family is planning baptisms for our Easter Vigil. Many are now attending weekly and are participating in programs for children and youth. This is excellent! The Parish Life Committee has a small group meeting with Russ to strengthen our newcomer's ministry of welcome and inclusion. They hosted an event in December and plan another for May 3 to welcome newcomers. One couple who were welcomed in December have made a pledge for 2009 and transferred their "letter" signifying their membership here. They asked if there was any kind of ceremony or anything else they needed to do. Right now the answer is no, though I spoke to you of the welcoming ceremony I designed in my previous parish.

Giving some clarity to the meaning of membership, in ritual, in writing, in our conversation with newcomers – it helps me better incorporate people who come seeking a sense of belonging. There are also questions about what qualifies someone to be a member of the vestry or other important committees in the parish.

*Do we expect those who lead the parish to pledge? To attend worship? Why or why not? How would we describe that expectation in our bylaws or for nominations to leadership ministries?*

I invite you to think about how you would tell another person what it means to join CCCH and how they would do it. For our discussion, please consider your reply to address the preschool's admission policy.

The following is a copy of the canons of the Episcopal Church that pertain to laity in congregations. The next page has the pertinent section of the Catechism, found in the back of *The Book of Common Prayer*. These may inform our conversation.

## **Constitutions and Canons for the Government of The Episcopal Church**

**2006**

### *Regarding Membership in a Congregation*

Baptized  
members.

#### **CANON 17: Of Regulations Respecting the Laity**

**Sec. 1 (a)** All persons who have received the Sacrament of Holy Baptism with water in the Name of the Father, and of the Son, and of the Holy Spirit, whether in this Church or in another Christian Church, and whose Baptisms have been duly recorded in this Church, are members thereof.

Adult members.	<b>(b)</b> Members sixteen years of age and over are to be considered adult members.
Adult baptism.	<b>(c)</b> It is expected that all adult members of this Church, after appropriate instruction, will have made a mature public affirmation of their faith and commitment to the responsibilities of their Baptism and will have been confirmed or received by the laying on of hands by a Bishop of this Church or by a Bishop of a Church in communion with this Church. Those who have previously made a mature public commitment in another Church may be received by the laying on of hands by a Bishop of this Church, rather than confirmed.
Members confirmed or received	<p><b>(d)</b> Any person who is baptized in this Church as an adult and receives the laying on of hands by the Bishop at Baptism is to be considered, for the purpose of this and all other Canons, as both baptized and confirmed; also,</p> <p>Any person who is baptized in this Church as an adult and at some time after the Baptism receives the laying on of hands by the Bishop in Reaffirmation of Baptismal Vows is to be considered, for the purpose of this and all other Canons, as both baptized and confirmed; also,</p> <p>Any baptized person who received the laying on of hands at Confirmation (by any Bishop in apostolic succession) and is received into the Episcopal Church by a Bishop of this Church is to be considered, for the purpose of this and all other Canons, as both baptized and confirmed; and also,</p> <p>Any baptized person who received the laying on of hands by a Bishop of this Church at Confirmation or Reception is to be considered, for the purpose of this and all other Canons, as both baptized and confirmed.</p>
Communicants.	<b>Sec. 2 (a)</b> All members of this Church who have received Holy Communion in this Church at least three times during the preceding year are to be considered communicants of this Church.
Adult communicants.	<b>(b)</b> For the purposes of statistical consistency throughout the Church, communicants sixteen years of age and over are to be considered adult communicants.
Communicants in good standing.	<b>Sec. 3.</b> All communicants of this Church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God, are to be considered communicants in good standing.
	<b>CANON 4: Of Licensed Ministries</b>
	<b>Sec. 1 (a)</b> A confirmed communicant in good standing or, in extraordinary circumstances, subject to guidelines established by the Bishop, a communicant in good standing, may be licensed by the Ecclesiastical Authority to serve as Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, or Catechist. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons, and the duration of licenses shall be established by the Bishop in consultation with the Commission on Ministry.
	<b>(b)</b> The Presiding Bishop or the Bishop Suffragan for the Armed Forces may authorize a member of the Armed Forces to exercise one or more of these ministries in the Armed Forces in accordance with the provisions of this Canon. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons shall be established by the Bishop granting the license.
	<b>Sec. 2 (a)</b> The Member of the Clergy or other leader exercising oversight of the congregation or other community of faith may request

the Ecclesiastical Authority with jurisdiction to license persons within that congregation or other community of faith to exercise such ministries. The license shall be issued for a period of time to be determined under Canon III.4.1(a) and may be renewed. The license may be revoked by the Ecclesiastical Authority upon request of or upon notice to the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Renewal.

**(b)** In renewing the license, the Ecclesiastical Authority shall consider the performance of the ministry by the person licensed, continuing education in the licensed area, and the endorsement of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith in which the person is serving.

**(c)** A person licensed in any Diocese under the provisions of this Canon may serve in another congregation or other community of faith in the same or another Diocese only at the invitation of the Member of the Clergy or other leader exercising oversight, and with the consent of the Ecclesiastical Authority in whose jurisdiction the service will occur.

Pastoral Leader.

**Sec. 3.** A Pastoral Leader is a lay person authorized to exercise pastoral or administrative responsibility in a congregation under special circumstances, as defined by the Bishop.

Worship  
Leader.

**Sec. 4.** A Worship Leader is a lay person who regularly leads public worship under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Preacher.

**Sec. 5.** A Preacher is a lay person authorized to preach. Persons so authorized shall only preach in congregations under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Eucharistic  
Minister.

**Sec. 6.** A Eucharistic Minister is a lay person authorized to administer the Consecrated Elements at a Celebration of Holy Eucharist. A Eucharistic Minister should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Eucharistic  
Visitor.

**Sec. 7.** A Eucharistic Visitor is a lay person authorized to take the Consecrated Elements in a timely manner following a Celebration of Holy Eucharist to members of the congregation who, by reason of illness or infirmity, were unable to be present at the Celebration. A Eucharistic Visitor should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Catechist.

**Sec. 8.** A Catechist is a lay person authorized to prepare persons for Baptism, Confirmation, Reception, and the Reaffirmation of Baptismal Vows, and shall function under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

*Book of Common Prayer, page 855–856.*

Q. What is the mission of the Church?

A. The mission of the Church is to restore all people to unity with God and each other in Christ.

Q. How does the Church pursue its mission?

A. The Church pursues its mission as it prays and worships, proclaims the Gospel, and promotes justice, peace, and love.

Q. Through whom does the Church carry out its mission?

A. The Church carries out its mission through the ministry of all its members.

**The Ministry**

Q. Who are the ministers of the Church?

A. The ministers of the Church are lay persons, bishops, priests, and deacons.

Q. What is the ministry of the laity?

A. The ministry of lay persons is to represent Christ and his Church; to bear witness to him wherever they may be and, according to the gifts given them, to carry on Christ's work of reconciliation in the world; and to take their place in the life, worship, and governance of the Church.

Q. What is the ministry of a bishop?

A. The ministry of a bishop is to represent Christ and his Church, particularly as apostle, chief priest, and pastor of a diocese; to guard the faith, unity, and discipline of the whole Church; to proclaim the Word of God; to act in Christ's name for the reconciliation of the world and the building up of the Church; and to ordain others to continue Christ's ministry.

Q. What is the ministry of a priest or presbyter?

A. The ministry of a priest is to represent Christ and his Church, particularly as pastor to the people; to share with the bishop in the overseeing of the Church; to proclaim the Gospel; to administer the sacraments; and to bless and declare pardon in the name of God.

Q. What is the ministry of a deacon?

A. The ministry of a deacon is to represent Christ and his Church, particularly as a servant of those in need; and to assist bishops and priests in the proclamation of the Gospel and the administration of the sacraments.

Q. What is the duty of all Christians?

A. The duty of all Christians is to follow Christ; to come together week by week for corporate worship; and to work, pray, and give for the spread of the kingdom of God.

## Attachment F: Rector's Report

### Rector's Report – March 12, 2009

**Personal:** The Choral Pilgrimage was a wonderful experience for me, personally. I am grateful for these opportunities to share sacred journey with others in the parish family. As well, the conference of the Consortium of Endowed Episcopal Parishes was a great time to make connections and learn from other congregations and rectors. Rosanne Miller and I are working out how to share our collected learning with appropriate committees and teams. Again, on a personal note, experiencing New Orleans was heart-rending, in a good way.

**Pastoral:** Several of our members are coping with surgeries, ongoing treatment, or other health concerns. After five funerals in January we have had a quiet month. I am concerned for the number of our parish family who are coping with financial difficulty or job loss. I'm sensitive to the false image of Christ Church as a place you come when you are "fine." I hope to encourage the development of increased caring and sharing to support those who are vulnerable.

**Staff:** As you know the biggest issue facing the staff is the loss of The Rev. Canon Carl Kunz. We do not know how long he will need to be at SsAM, but it is unlikely that he will be able to return before the fall. That is assuming their process is complete in decent time, and Carl takes vacation. I cannot promise you Carl will come back, even if he is not serving SsAM.

The Vestry has to consider whether we continue with two full-time clergy no matter how long, which would mean that some aspects of our leadership and ministry would need to change. *We need to consider what impact that will have on our congregational vitality or growth.* The alternatives are to seek another part-time associate from among a small pool of retired clergy or to look to the graduating class of 2009 and stretch ourselves in hiring that third clergy person. There is one candidate from the diocese who will graduate from VTS in May; of course there are many seminarians who will be looking for a full-time ministry. Our remaining balance of unused salary budgeted for the part-time position would not cover the full costs of the six months remaining in 2009 (including housing, benefits, and stipend) for a full-time position, but it may come close. Before I begin a search for a part-time assistant, or rearrange the practice of ministry Russ and I share, I would like our conversation to be around the future of Christ Church's vision of ministry from the ordained.

**Parish:** Tomorrow I am submitting the final report to the Jessie Ball du Pont Fund for our "Year of Peace" grant that was given to enable us to consider our role as peacemakers in the greater community and our vision work in discerning our congregation's ministry and mission as we face into the future. We were allowed an extension for the grant and have used it to facilitate planning and vision work on Vestry retreats, in sponsoring Outreach breakfasts for the 40+ non-profit agencies with which we partner in ministry, in bringing Al Switzler to lecture here and to the non-profit agencies, making his "Influencer: the Power to Change Anything" materials available at low cost, in sponsoring Phillip Newell to help us consider the call to deep unity which creates peace, and in supporting our participation in the Consortium of Endowed Episcopal Parishes conference with the Institute for the Future as we claimed a model to help us become a congregation not stuck in old models but discerning our way into the future with clarity, understanding, and agility. With all these events, learning opportunities, and retreats, we have used the remaining grant monies for a positive result in becoming a learning congregation.