

# Annual Report 2017

### ANNUAL MEETING

May 21st, 2017 11:00 a.m.

Church of the Good Shepherd | 1401 Carrollton Avenue, Towson, MD 21204 goodshepherdruxton.org | 410.823.0122 | church@goodshepherdruxton.org

# **LEADERSHIP**

#### **CLERGY**

The Rev. Arianne Rice Weeks, Rector aweeks@goodshepherdruxton.org
The Rev. Jessica Sexton, Asst. Rector/Youth jsexton@goodshepherdruxton.org

#### STAFF

Liz Meredith, Day School Director
Kim Chalmers, Finance Manager
Jennifer Defensor, Parish Administrator
Kevin King, Choirmaster
Jane Miller, Organist
Carolyn Sandler & Sean Colbert, Sextons
Jackie Williams, Nursery Caregiver

### **VESTRY**

Snowden Stanley, Sr. Warden, '18
Dave Riegel, Jr. Warden, '18
Mark Steinberg, Treasurer, '17
Sally Craig, Registrar, '19
Wim Cassard, '18
Gretchen Garman, '18
Josh Kakel, '19
Carolyn Lafon, '18
Shaun Lavin, '18
Brooks Morales, '19
Sara Noon, '19
Paula Schauble, '19
John Scott, '17
Peggy Szczerbicki, '17
Joan Thomas, '17

### **PARISH BY-LAWS**

**Article 1, Section 2, Voting Members:** Every communicant of the Church who is at least 16 years of age, and who shall have been a contributor of record to the Church, shall be a voting member with the right to vote in the election of Vestry members.

**Article 1, Section 3, Annual Meeting:** There shall be an annual meeting of the members of the Church on the third Sunday of May in each year or on such other day in May as shall be determined by the Vestry. Only voting members may vote on the business to be transacted at the annual meeting, which business shall include the election of Vestry members, consideration and action upon reports of the Rector, Officers, Vestry members and Committees...There shall be a quorum of 50 voting members present in person for the conduct of business at any annual meeting.

**Article III, Section 2.a.Election:** The Sr. Warden, Jr. Warden, Registrar and Treasurer shall be elected annually by a majority of the members of the Vestry at the first meeting of the Vestry held after the annual meeting.

### **AGENDA**

Call to Order and Opening Prayer The Rev. Arianne R. Weeks / Choir

**Vestry Election** The Rev. Arianne R. Weeks

Harry Andrews, John Bonn, Kate Knott, Hillary Shaffer

Mark Steinberg, Treasurer

Presentation of 2016 Budget

Thank you to Outgoing Vestry Snowden Stanley, Sr. Warden John Scott, Peggy Szczerbicki, Joan Thomas

Thank you to Outgoing Officer The Rev. Arianne R. Weeks

**Treasurer's Report/** Mark Steinberg, Treasurer

Junior Warden's Report Clark Parriott, Chair, Building & Grounds

On behalf of Dave Riegel, Jr. Warden

**Outreach Ministry Report** Clay McNally, Outreach Comm. On behalf of Mabeth Hudson, Chair - Welcoming Refugee Ministry - John Scott

Senior Warden's Report Snowden Stanley, Sr. Warden

**Stewardship Report** Henry Thomas, Chair - Planned Giving / Rob Spiller Co-Chair

**Church Staff** The Rev. Arianne R. Weeks

Clergy: The Rev. Jessica E. Sexton Office: Kim Chalmers, Jen Defensor,

Carolyn Sexton, Jackie Williams, Sean Colbert

Music: Kevin King, Jane Miller Nursery Caregiver: Jackie Williams

**Day School Report** Liz Meredith, Director

Adjournment

**Dismissal** 

Priest Alleluia, alleluia. Let us go forth into the world, rejoicing in the power of the Spirit!

People Thanks be to God. Alleluia, alleluia.

# **TABLE OF CONTENTS**

Parish By-laws	2
Rector's Report	5
Senior Warden	6-7
Junior Warden /Buildings and Grounds	8-9
Ministry and Membership Information	9
Children's & Youth Formation Committee	10-11
Stewardship Committee	11
Communications Committee	12
Day School	13-14
Finance Committee	15-16
Income Expense Reports	17-18
Hospitality Committee	19
Outreach Committee	20
Microloan Program	21
Planned Giving	22
Pastoral Prayer Group	23
Personnel Committee	23
Get to Know the Vestry Nominees	24-25
Convention Report	26
Commissioning Head of Altar Guild	26
Parish Records	28

### **RECTOR'S REPORT**

#### The Rev. Arianne Rice Weeks

#### Rejoice in the Lord always and again I say rejoice! Philippians 4:4

The energy and exuberance we feel in worship on a Sunday morning pervades the halls and rooms of our campus all week long! It is a feeling that comes from the shouts and songs of children in our Day School (enrollments up by over 25% for next year!). It is an energy felt in our twice a week yoga practice (namaste!). It is wrapped up in the wrestling with scripture that fills Room 14 during our weekly bible study group. (we need to get a bigger room!) It is a quantifiable metric in our redesigned website and weekly email (because our click-through rates are up by over 50%!)



A church is not a building or a time for worship. A church is the household of God that manifests anytime two or three, or more, are gathered together to pray, eat, work, worship, sing, study, design, exercise or even rest; trusting that together we are part of a "new creation" always seeking and finding new ways to live out and live into our faith.

At the 233rd Convention of our Diocese in May, Assistant Bishop, the Rt. Rev. Chilton Knudsen encouraged us to think beyond our Average Sunday Attendance because we "do church" all week long. The metric we need to pay attention to is our **Average Weekly Impact**. At Good Shepherd we can give thanks that both of these stats, especially our weekly impact are strong. The ways in which we reach out through our Outreach is such a blessing. So many people in so many parts of Baltimore are connected to our "church on a hill." And when I attend yoga, teach a workshop or attend a meditation practice in our Parish Hall I almost always hear, "I never knew this church was here!"

Bringing our community into the neighborhoods all around us and inviting our neighbors into our community (onsite and online) that is a compassionate community making a difference!

This year I am grateful for the growing and faithful bible study group that eagerly and thoughtfully engages scripture with me. It is powerful to read our sacred text together.

This year I am grateful for Jessica's ministry with us! It was a joy to present her for ordination at our altar and she has created a vibrant children and youth ministry in our church and Day School.

This year I am grateful for our microloan program and the example we have set in using our "treasure" to empower and support people in Baltimore. This is such a unique ministry in the church.

This year I am grateful for the vestry, officers, committee chairs, staff and all who share in my ministry here. It is good to be a part of Good Shepherd and for that I rejoice in the Lord.

In Peace, Arianne+

### SENIOR WARDEN'S REPORT

By any relevant measure, the Church of the Good Shepherd has completed another very successful year. I am grateful for the opportunity to have served as Senior Warden during this time.

Arianne's joy-filled, energetic and comforting presence in times of happiness and sorrow have continued to be a wonderful blessing to all who have come within our walls and to many others outside our doors in the larger community as well. Her thoughtful and incisive sermons provide wonderful spiritual guidance and comfort in our lives. I am also continually impressed by Arianne's willingness to imagine new ways in which this family can support each other while also inviting, welcoming and connecting new members into our midst. Additionally, her active support and encouragement for the outreach efforts of many of our members in the broader community has been an essential reason for which those efforts have become so substantial and important in the lives of many members of this Church. This year has proven again the wisdom of Rev. Jonah Kendall, Arianne's Rector in North Carolina, when he told us at her installation that "Arianne was born to be a parish priest."

Arianne's perceptive wisdom and insight has never been more clear than in her recruiting Jessica Sexton as her assistant and in asking Jessica to dedicate her energies to the family and youth programs. Jessica's enthusiastic and loving embrace of that role has received a wonderful response from the children of the parish and from many parents who assist with Children's Chapel each Sunday. While enjoying great success in that role, Jessica is also taking full advantage of Arianne's skill as a mentor and is developing into a fully formed priest in her own right. We are extremely fortunate to have this talented young priest as one of our leaders thanks to Arianne's skill as a talent scout and recruiter.

The coming year will provide some interesting and exciting challenges and opportunities for this family.

#### Snowden Stanley, Senior Warden

After months of analysis and discussion, a substantial group of Good Shepherd Parishioners is in the process of making final commitments to assist in the resettlement of a refugee family in the Baltimore area. Good Shepherd supported the welcome and successful resettlement of a family from Vietnam in the 1980's. The current effort will be greatly assisted by the guidance and support of the Lutheran Social Services of the National Capital Area as well as by advice from our friends at Emmanuel Episcopal Church who recently sponsored the resettlement of a Syrian family in Baltimore. This effort is being led by Amy Nahley and John Scott whose report is included in this Annual Report. All are urged to attend the Parish Dinner starting at 6:30 PM on May 24, 2017 to hear a presentation by representatives of Lutheran Social Services on this subject.

I am very grateful to say that Alex Fisher and Rob Spiller have agreed to lead the effort to renew the Planned Giving Program for Good Shepherd. They are being assisted in this vital task by Barry Rollins, Christine Williams and Eric Schoenwald. It is hoped that this effort will move forward in the next few months. Their more detailed report in included elsewhere in this Annual Report.

I am also very glad to be able to report that Arianne plans to take her sabbatical between February and April 2018. She never complains about the demands upon her. However, we are very conscious of her need for personal and spiritual refreshment and rest after a very busy and successful five years. Typical of her dedication to this parish family is the fact that her sabbatical plan is structured as much to equip her to offer new spiritual guidance and leadership to this parish as it is to personal rest. She has assembled a small committee to assist in planning the ways in which this congregation can experience the Lenten and Easter seasons during which she will be away in new and meaningful ways. The Vestry is fully supportive of the sabbatical plans as we see them as strengthening her role as our pastor for many

years into the future. I am sure that the "business" of Good Shepherd will function well during the sabbatical as we will rely on the wonderful Kim Chalmers, Jen Defensor and Carolyn Sandler as well as lay volunteers who assist in the office.

I am constantly aware of how fortunate I am to have had the opportunity to serve as Senior Warden this year with Dave Riegel as Junior Warden and Mark Steinberg as Treasurer. The benefit enjoyed by Good Shepherd from the many hours of devoted service by these two consummate professionals in preserving our physical and financial resources is simply incalculable.

After three years of invaluable service as our Treasurer, Mark has earned a well-deserved retirement. His advice and guidance will be greatly missed. However, we are very lucky that Dick Reid has agreed to succeed Mark. As is widely known, Dick is a long-time member of Good Shepherd who has served for many years on the Finance Committee. We are extremely grateful and fortunate that Dick has agreed to step into Mark's very big shoes.

After many years of service as a member of the Stewardship Committee and for the last two years as Chair of that vital ministry, Henry Thomas has been granted a "sabbatical" from that position. He has been a superb leader in that role and deserves the warmest thanks of everyone in this parish family

One of the many reasons for which service as Senior Warden has been such a pleasure is the opportunity to serve with the wonderful members of the Vestry. Starting with the Vestry Retreat in late August each has focused on making sure that we live into our stated vision of Good Shepherd as a Compassionate Community Making a Difference. The terms of three superb members of the Vestry are expiring. Joan Thomas, Peggy Szczerbicki and John Scott have contributed much to the Vestry and their presence will leave a large void in our midst. However, I am confident that each will remain engaged in the life of this parish for many years.

As all of you know, this parish is also blessed by the presence of a large number of compassionate and capable lay leaders who implement the many ministries of this Church among its members and outside its walls. The work of the Hospitality, Children and Youth and Spiritual Enrichment Committees and that of our various outreach efforts are described elsewhere in this Annual Report. All are invited to join any of those efforts.

I have no hesitation about saying that, due in large part to the thoughtful and joy-filled leadership of Arianne, the Church of the Good Shepherd is a vibrant and healthy parish family. I feel lucky to be part of it and look forward to serving as your Senior Warden for another year and to seeing the ways in which this parish family can support each other and those in the larger community as well.

Respectfully Submitted, Snowden Stanley, Senior Warden



### JUNIOR WAREN'S BUILDINGS AND GROUNDS REPORT

Dave Riegel, Junior Warden

The Junior Warden overseas the maintenance and repairs of the campus and works closely with the Building and Grounds Committee which is chaired by Clark Parriott. Below is a summary of some of the projects completed in the past year:

Main Building: Repairs to the main boiler, circulation pumps and water heater. Annual fire extinguisher and kitchen inspections: all up to code. Replacement of fire alarm panel and upgrade of smoke detectors to reduce the number of false alarms. Valuation of all church property and contents for insurance purposes: reduction in annual insurance premium. BGE audit of lighting: install motion sensors; replacement of bulbs, ballasts and fixtures for yearly energy savings. Rehung tapestry by steps to nursery.

<u>Day School:</u> Revisions to heating system. Aging School Grant awarded for new flooring throughout Day School. New children's altar.

<u>Parish Hall</u>: Yearly refinishing of the wood floors.

<u>Nave</u>: Repairs to the organ. Roof gutter replacement and concrete poured in niche by side entrance to help stem water infiltration to the basement. Repairs to snow rails at Columbarium entrance.

Rectory: Repair to driveway entrance.
Replacement of wooden fence and gate to rear yard. Replacement of fencing around steps to the basement. Replace broken window. 2 sump pumps replaced. Planting, mulching and walkway additions.

<u>Church Grounds</u>: Asphalt paving and curbs along Carrollton Ave and Boyce Ave to help redirect water causing erosion of hillsides.

Installed 1 memorial bench and 7 memorial trees paid for by family members. On-going landscaping maintenance, weeding, planting, mulching, etc. Repointing of the Smith Room entrance steps. New concrete memorial steps from Carrollton Ave, sidewalks and steps along Boyce Ave and sidewalks at Day School steps to playground.

Rental House: BGE Energy audit: insulated the attic and perimeter spaces. 50% paid by BGE, increased value of the house. Replaced dish washer.

Following is an overview of the annual costs and completed projects for 2015–16 which have been paid for through the operating budget, Heritage and Roof Funds.

Submitted May, 2017



Rectory repairs, snow removal & landscaping	\$12,593
Rental House	\$2,075
Fire & Security alarm system	\$5,706
General building repairs, plumbing & Electrical	\$9,875
Service Contract for heating and AC	\$9,592
Snow removal	\$6,383
Tree removal	\$1,300
Parish Hall refinishing	\$768
Concrete work	\$9,710
Ashphalt repairs & added curb	\$9,542
Masonry work - Smith room and plaza	\$2,100
Landscaping, grass cut & BJ Sunday supplies	\$8,326
Heating oil	\$17,726

## MINISTRY AND MEMBERSHIP INFORMATION

WORSHIP	2014	2015	2016
Sunday Services	138	134	118
Weekdays (Holy Eucharist)	2	10	8
Private	68	65	61
Average Sunday Attendance	151	140	143
Day School Chapel	34	35	32
Bible Study and Prayer (Average Weekly Attendance)			15
Meditation and Yoga (Average Weekly Attendance)			18

VITAL STATISTICS	2014	2015	2016
Baptisms	6	4	3
Confirmations	0	12	0
Receptions	0	7	0
Marriages	3	1	3
Funeral and Memorial Services (for members and nonmembers)	16	7	15

MEMBERSHIP	2014	2015	2016
New Members	5	32	26
Moved to Inactive Status	423	7	37
All Baptized Members	483	558	547

CHRISTIAN EDUCATION FOR CHILDREN AND YOUTH	2014-15	2015-16	2016-2017
Sunday School Teachers and Youth Leaders	14	17	8
Sunday School Total Enrollment	44	40	50
J2A and Rite 13 Enrollment (Middle School Youth Group)	32	22	15

### CHILDREN, YOUTH AND FAMILIES COMMITTEE

Kirsten Lavin, Chair

Children's and Youth Formation Committee members: Kirsten Lavin (Chair), John Scott (Vestry Liaison), Jill Hanson, Sherri Procida, Michelle Kakel, Paula Schonewald, Karen Oakjones-Burgess, and Jennifer Gibbs

Children's Worship: This was the first program year in which children's worship was integrated fully into the 10 a.m. service. Rev. Jessica Sexton provided curriculum each week to worship leaders who led lessons based on the lectionary and/or liturgical calendar. The curriculum and format focused on lessons and activities that would be appropriate for the K-5 level although many middle school students were also in attendance. Because of the interactive format, and being integrated into the time of the 10 a.m. service, attendance at Children's worship increased throughout the year.

Middle School Youth Group: Rev. Jessica Sexton was able to organize regular activities for the middle school youth group resulting in core attendance by those in 6–8<sup>th</sup> grade. Activities varied from social events (i.e. SkyZone) to more thoughtful conversations using Re:Form DVD Curriculum. Feedback from children in attendance was generally positive. The group looks forward to a sleepover at church as well as extended activities next year.

High School Youth Group: This group held two events this year: a welcome back pizza party and Our Daily Bread Casserole Making Gathering. While this group resulted in significant transition this year, there are a core group of Middle Schoolers ready to "graduate" to the high school group, which will reenergize the group with both social and educational activities next fall.

Cherubs Music: Suzy Dentry-Meny, Brooks Morales and Isabel Morales lead a weekly interactive, music theory class for children ages, 4-6. The Cherubs shared a musical offering during the 10 a.m. service three times throughout the program year with the accompaniment of Kevin King and the Choir. This program will be continuing their Cherubs Music class on Wednesday evenings next year and hopes to add a Chimers Hand Bell class for children ages 6-8.

The Committee supported six events in the church calendar with an increase of three new events:

- The Christmas Eve pageant, which included a new script and a large group of "walk-ons" children and families who came to service and were welcome to participate without any rehearsal time.
- \*New\* Trunk or Treat Halloween event included parishioners decorating their cars and handing out candy. There was also a bonfire and refreshments for those trick or treating in the neighborhood.
- \*New\* Valentine's Day event which included a service project for residents at Paul's Place. Our families created special Valentine's that included socks stuffed with toiletries and tied with a ribbon and valentine message sharing God's love. The Hospitality Committee provided brunch.
- An Agape Meal on Maundy Thursday, with over 40 people sharing a meal, foot washing, and worship while reflecting on the last days of Jesus Christ. The choir's participation and the youth scriptures readings were a highlight of this annual event.
- The Easter Egg hunt following the 10 a.m.
  Easter Service, which welcomed many
  new families. The Good Shepherd
  welcoming atmosphere was obvious with
  the 10 a.m. service needing extra chairs
  and seating in the Smith Room.

\*New\* Family year-end event: The Youth and Families committee will end the year with a event. The intent is to send our families off for the summer with a highlighted event that will help encourage participation with our ministry when programs resume in the fall.

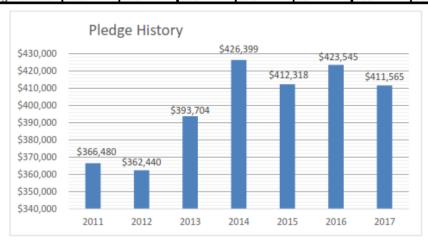
Respectfully submitted, Kirsten Lavin, Chair



### STEWARDSHIP COMMITTEE

Henry Thomas, Chair

	2011	2012	2013	2014	2015	2016	2017
Pledge Total	\$366,480	\$362,440	\$393,704	\$426,399	\$412,318	\$423,545	\$411,565
Number of Pledging Families	160	155	158	176	154	160	148



#### 2017 Pledge Analysis

Change from 2016 Pledge	# of Pledges
Increased	81
Decreased	10
No Change	44
New Member	10
Did not pledge 2016	3
Total Number of Pledges	148

Average Pledge \$2,781



### COMMUNICATIONS COMMITTEE

Sarah Noon, Chair

The Church of Good Shepherd's Communications Committee made significant strides in 2016-2017.

Last summer, a small team of parishioners and school leaders, gathered to embark on developing a new brand identity for the church and school, which would be launched at the first annual Homecoming event in September 2016 along with a new website design later in the year.

The key challenge was coming up with a logo and brand guidelines that leveraged both the church and school's core values that worked in synchrony with each other. At the summer 2016 vestry offsite, the team came up with the brand statement of "Compassionate Community Making a Difference," followed by the school brand statement of "Delight in Discovery and Development." At that point, we engaged an outside agency Native Design, to take the brand statements and develop logos and branding guidelines (colors/type style). After multiple rounds of logo presentations, the following designs were agreed upon and all parties, both church and school, were thrilled:





Once these designs were applied to materials announcing the September Homecoming event, Native Design and the church/school team moved onto the next and equally challenging phase of the project, the website re-design. The first step was to develop the content hierarchy, what tabs and subtabs did we want, an initiative

called "wireframing." After many weeks of the internal church/school team developing the wireframe logic, we passed them to Native Design to "work their magic" utilizing the branding guidelines to develop the website look and feel. Voila, by early December we had our baseline website designed, and after adding lots of content and testing the links, the new church website was officially launched on December 20<sup>th</sup>.

In 2017, Native Design has developed the layout for both the weekly emails, along with the weekly church bulletin, both of which encompass our logos, brand guidelines and reflect the look and feel of the website. We will continue to develop promotional materials and build out the website with new and engaging content through the balance of 2017.

Many thanks to the core internal team which included Sarah Woods, myself (Sara Noon), Arianne, Liz Meredith (School Director) and Native Design for their hard work throughout the summer and fall getting the new branding guidelines established and website launched. Additional thanks to Hilary Sargeant for her support in transitioning the website domains, along with Jen Defensor and Jessica Sexton, for their continued efforts to update the website and create monthly newsletters. Job well done team!!

Sara Noon, Communications Committee Chair

### GOOD SHEPHERD SCHOOL: STATE OF THE SCHOOL REPORT

Liz Meredith, Director

The 2016-2017 school year was a year full of excitement and transition! I am thankful for our magnificent school community. We are fortunate to have 20 very talented, dedicated, and flexible staff members who love what they do, are accommodating, and are open to change. They each work extremely hard to make GSS a special place for everyone in our community, especially our children. It is rewarding to be working with such amazing women! Tom Zink, chairman of the school board, and Rev. Arianne Weeks are very supportive of me, open to new ideas, and continually guide me. Our PA Co-Presidents, Emmie Frank and Courtenay Shure worked tirelessly to make each of our PA events fun and exciting. They supported me in my role with patience and good advice. Our families are amazing and graciously participate in any way they can. It is always good to see parents volunteering in art class, guest reading to classes, bringing in special snacks, organizing class parties and celebrations, reaching out to me with good ideas, and assisting with various PA events. Our school is a warm and welcoming community and I feel fortunate to be leading such an excellent organization!

This year was a busy and fulfilling first year for me as the leader of Good Shepherd School. My year began in June, shadowing and being trained by our former Director, Susan Andrews. She helped me with my transition from First Grade teacher at Roland Park Country School to Director of GSS. I also had a tremendous amount of help and guidance from Peggy at the beginning of the summer and Kim throughout the entire summer. I had the opportunity and pleasure to meet many GSS children and families throughout the summer at our Summertime Camp. Working at GSS during the summer allowed me to meet with prospective families and increase our enrollment from 99 children to 118. Kim Chalmers was instrumental in planning our new Library classroom and we hired Jen Moore, a current teacher, to be our Librarian. Jen planned and implemented an enriching Library curriculum for our children - what a fantastic addition to our program. During the summer, we began working with the church on building a new website and brand. We worked with Native Design and created new logos along with a new tagline for the school and church. We also worked together on a welcome back/homecoming picnic which was held on Sunday, September 11, 2016. This event was a success and we even had live sheep featured in our school yard for our visitors to enjoy! It was a festive day for all.

The PA Co-Presidents' and my main goal this year was to limit and streamline our activities. We had many fun and exciting events! The Fire and Ice, Fall Festival, dinner auction, and Bingo night were successful and enjoyable activities. We added two new fundraising items: an on-line GSS apparel store and the return of the Mother's Day flower sale. The PA's fundraising efforts were very lucrative and we appreciate all the support we received from the families in our community. I am filled with gratitude for the time, talent, and energy everyone in our community put into the events. I especially want to thank Courtenay and Emmie for their commitment.

A small committee of teachers lead by Sarah Lemon worked together examining our programs and comparing them to area preschools. Based on the information they gathered, they decided what program changes we wanted and needed to make for next year. We changed our Pre-3 program to a 3-day 2s, 4-Day 3s program to a 5-Day 3s, and added a J2s class for children turning 2 years old in the fall to start school after January. These proved to be positive changes as these classes are fully enrolled for next year. Our current enrollment for next year is 131 students including 8 children enrolled in our reputable Kindergarten which we are all thrilled about. It was our primary goal to have a Kindergarten as an option for our children. With the Kindergarten in our program, we can offer a complete program for our families, ranging from Parent-Toddler classes through Kindergarten providing our families with excellent options to meet their children's needs. The committee contributed ideas for our website and created new tagline

possibilities. Once we narrowed down our choices of taglines, the staff voted on the final one- "Delight in Discovery and Development."

Kim Chalmers suggested we make our PM Programs more meaningful based on feedback she heard from parents on the school board. Our afternoon teachers and I brainstormed ideas about how to make our PM programs more appealing and engaging for our children. The teachers planned themes for the afternoon programs. The teachers and children enjoyed the new themed programs for the afternoons and we are looking forward to continuing our themebased Kaleidoscope afternoons for next year. With the popularity and success of our Friday Art important to me and the school community and Doodles program for the PreK children, we felt we should have a similar program to offer our 3s on Fridays as well. Sarah Lemon and Kathy Gaines planned a wonderful program called Globe Trotters. They planned an enriching curriculum for our 3s to "trot" around the "globe" to different countries and learn about them. We also decided to call all afternoon programs for our 3s and 4s one name, Kaleidoscope.

Our community outreach consisted of two efforts during the season of giving: a "onesie" drive for Mount Washington Pediatric Hospital organized by a parent and school board member Karin Lombardi. We also collaborated with the church for a food drive to help ACTC (Assistance Center of Towson Churches). Brook Yearley organized the school's collection of food. Jennie Varga and Brook Yearley delivered the bags. Both outreaches were meaningful for the children because they were involved with the giving.

Our Staff Handbook and employee contracts are outdated and needed improvement. Tom Zink, Maureen Smith, Kim Chalmers and I worked together to review both documents. We made the necessary updates and changes, then consulted a labor law lawyer to finalize them. We are still working on this and hope to have it finished and approved by the end of the summer. The Staff Handbook will now be an electronic version allowing it to be easily updated annually.

As my first year as the Director of Good Shepherd School ends, I feel fortunate to be working with many special and talented people ranging from the children, families, all the school staff, the school board, and the church staff. I have never worked with so many dedicated, smart, hard-working, and fun people. Each day I feel blessed to be a part of such a warm and wonderful community.

I would like to thank Rev. Jessica Sexton for her enlightening and careful work with our children during Chapel. I appreciate the help, support, and commitment of the church vestry, church staff, and the parishioners. Our partnership is I am confident we will continue to grow strong and healthy together.

Warmly, Liz Meredith Director





### FINANCE COMMITTEE

#### Mark Steinberg, Treasurer

2016 was another very positive financial year for Church of the Good Shepherd (COGS). We finished 2016 with a surplus of \$102,000 and ended the year \$138,000 under budget.

2016 Pledges and contributions increased by \$109,000 compared to 2015. This increase was primarily the result of 2 large unexpected gifts totaling approximately \$110,000. Our 2016 expenses decreased by \$13,000 from 2015 as follows:

- Salaries and benefits were down \$21,000, primarily as a result of not having Josh's salary and Jessica's salary being subsidized by the Diocese
- Property insurance was down \$7,000
- Fuel was down \$5,000 as a result of our new fuel contract
- Buildings and Grounds costs were up \$23,000
- Marketing and communications were up \$2,000
- Fellowship and Hospitality was up \$2,000

During 2016, we made a transfer from our Shepherds Fund to operations in the amount of \$19,600. This represents the estimated annual earnings on the Shepherd's Fund. While the use of the principal in our Shepherds Fund is restricted, we are entitled to withdraw a certain portion of the earnings to be used at our discretion. During 2016, we continued our efforts to set aside funds for future roof repairs by transferring \$5,000 to our Roof Fund and \$5,000 to the Heritage Fund.

COGS continues to hold a strong financial position with an operating cash balance of \$124,000 as of 4/30/2017. During January of 2017, the Vestry approved a transfer from operating cash to the Disciples Fund in the amount of \$120,000. This was the result of having excess cash in operations that needed to be moved to an income earning fund.

While the financial news at COGS is very positive on the surface, the significant surpluses generated over the past few years have been the result of a few very generous unexpected gifts and bequests. There is no guarantee these types of gifts will continue in the future. The reality is we currently cannot fully fund our operating expenses with our operating pledge income. This is evidenced by our 2017 operating budget which is showing a projected deficit of (\$22,000). This means we need to continue to increase our annual pledges in order to meet our operating expenses and have a balanced budget.

In addition, COGS buildings and grounds will continue to need repair. We are facing a very significant roof repair / replacement sometime in the not too distant future. Currently our Heritage Fund and our Roof Fund are not at levels to fully fund the anticipated cost of the roof. The funding of the roof repair may require a capital campaign at some point in the future.

COGS has several funds designated for specific purposes. Those funds are as follows:

<u>Heritage Fund</u> for the preservation, improvement, and additions to the real and personal property of the church.

Balance as of 4/30/2017: \$122,000; balance as of 4/30/2016: \$125,000

<u>Disciples Fund</u> for outreach, education, fellowship, stewardship, and similar activities.

Balance as of 4/30/2017: \$431,000; balance as of 4/30/2016: \$285,000

<u>Shepherds Fund</u> use of the principal is restricted by the Diocese and can only be used during a financial crisis threatening the solvency of the church. However, the income earned on the account may be used for operations.

Balance as of 4/30/2017: \$464,000; balance as of 4/30/2016: \$401,000

**Roof Fund** for the maintenance and repair of the church's roof Balance as of 4/30/2017: \$103,000; balance as of 4/30/2016: \$70,000

#### **Debt**

At this time, Good Shepherd has only one outstanding loan. This is with the Diocese Middendorf Revolving Fund. The original loan helped fund the purchase of the 1405 Carrollton Avenue property and improvements to the rectory. The original 10-year loan of \$145,000 had a 15-year amortization at 3% interest.

Due to a pending balloon payment, the loan was restructured in December 2014 to a 15-year term at 3% interest with monthly payments in the amount of \$540. The outstanding loan balance as of 4/30/2017 was \$69,000

#### **Real Estate**

In addition to the church complex located at 1401 Carrollton Avenue, we also own:

The rectory, at 1405 Boyce Avenue. This residence has been owned since 1955

A modest house at 1405 Carrollton Avenue which is contiguous to the church complex. It has three bedrooms and  $1\frac{1}{2}$  baths. The house was purchased in 2001 for \$285,000. This house is currently rented at \$2,050 per month.

I would like to thank Kim Chalmers, our business manager for all of her efforts and making my job easy. Our church is very lucky to have her. Also, I would like to give recognition to our superb Finance Committee made up of, Snowden Stanley, Dick Reid, Steve Owen, and Kent Croft.

Respectfully submitted, Mark Steinberg Treasurer May 15, 2017

# Statement of Revenues & Expenditures Operating Fund

Income	Actual 2015	Actual 2016	Budget 2017
Pledge/Non Pledge Income	489,369	593,614	477,500
Campaign to Grow	51,355	2,000	-
Diocesan Clergy Support	-	10,131	12,301
Extraordinary/Other Income	-	16,281	25,000
Flower donations	3,459	2,408	-
Event Income	-	-	-
Day School	51,929	51,588	51,299
Room Rental	3,145	1,870	3,000
Rental Property	24,600	24,600	24,600
Columbarium	1,180	660	-
Total Revenues	625,037	703,151	593,700
Compensation/Salaries/Benefits	339,724	317,497	331,885
Facility Expense	156,541	146,348	165,513
Church Formation	6,122	4,845	8,750
Events/Hospitality	801	3126.97	1,650
Communications	3,461	5,635	6,000
Music, fellowship/altar supplies	1,986	1,393	1,950
Mission/Outreach	104,971	123,568	116,670
Stewardship & Finance	4,979	3,670	3,400
Extraordinary/Other Expense	-		-
Total Expenditures	618,585	606,082	635,818
Net Ordinary Income	6,452	97,070	(42,118)
Middendorf Principal Payment	(4,219)	(4,347)	(4,479)
Endowment Transfers Shepherds Fund Income Distri-			
bution	19,600	19,600	19,600
Disciples Fund for Outreach	14,500	-	14,500
Transfer to Roof Fund	(5,000)	(5,000)	(5,000)
Transfer to Heritage Fund	(5,000)	(5,000)	(5,000)
Total Endowment Transfers	24,100	9,600	24,100

# Statement of Financial Position As of December 31, 2016

		Total	
	As of Dec 31, 2016	As of Dec 31, 2015 (PY)	Change
ASSETS			_
Current Assets			
Bank Accounts			
1032 Heritage Fund (URP)	115,976.13	121,702.21	-5,726.08
1034 Disciples Fund (URP)	296,494.89	273,682.81	22,812.08
1036 Shepherds Fund (RP)	440,437.56	391,696.86	48,740.70
1038 Roof Fund (URP)	100,842.00	64,152.47	36,689.53
1100 M & T Operating	238,465.71	122,813.10	115,652.61
1120 M & T Paint Fund	0.00	23,646.72	-23,646.72
1130 M & T Memorial Fund	11,258.87	11,249.50	9.37
1140 Discretionary Fund - Rector	1,882.68	2,313.86	-431.18
1150 Discretion Fund Assoc. Rector	2,453.65	133.82	2,319.83
1160 M & T Security Dep Carrollton	2,305.30	2,053.03	252.27
Total Bank Accounts	\$1,210,116.79	\$1,013,444.38	\$196,672.41
Other Current Assets			
1400 Prepaid Expense	3,606.50	4,032.63	-426.13
1410 Petty Cash	200.00	200.00	0.00
Total Other Current Assets	\$3,806.50	\$4,232.63	-\$426.13
Total Current Assets	\$1,213,923.29	\$1,017,677.01	\$196,246.28
Fixed Assets			
1810 1401 Carrollton Ave	721,827.53	721,827.53	0.00
1820 1405 Boyce Ave - Rectory	150,000.00	150,000.00	0.00
1825 1405 Boyce - Rectory Bldg	12,000.00	12,000.00	0.00
1840 1405 Carrollton Ave	285,980.00	285,950.00	30.00
Total Fixed Assets	\$1,169,807.53	\$1,169,777.53	\$30.00
TOTAL ASSETS	\$2,383,730.82	\$2,187,454.54	\$196,276.28
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	0.00	250.00	-250 00
2000 Accounts Payable	0.00 \$0.00	250.00 \$250.00	-250.00 - <b>\$250.00</b>
2000 Accounts Payable Total Accounts Payable	0.00 <b>\$0.00</b>	250.00 <b>\$250.00</b>	-250.00 - <b>\$250.00</b>
2000 Accounts Payable Total Accounts Payable Other Current Liabilities	\$0.00	\$250.00	-\$250.00
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge	<b>\$0.00</b> 72,293.18	<b>\$250.00</b> 65,186.94	<b>-\$250.00</b> 7,106.24
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage	\$0.00 72,293.18 2,500.00	<b>\$250.00</b> 65,186.94 0.00	- <b>\$250.00</b> 7,106.24 2,500.00
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge	<b>\$0.00</b> 72,293.18	<b>\$250.00</b> 65,186.94	<b>-\$250.00</b> 7,106.24
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds	\$0.00 72,293.18 2,500.00	<b>\$250.00</b> 65,186.94 0.00	- <b>\$250.00</b> 7,106.24 2,500.00
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts 2125 Sandtown Bike Shop	\$0.00 72,293.18 2,500.00 7,273.94	\$250.00 65,186.94 0.00 6,544.44 1,000.00	-\$250.00 7,106.24 2,500.00 729.50 -1,000.00 5,800.00
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts 2125 Sandtown Bike Shop 2195 Ruxton Players	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52	-\$250.00 7,106.24 2,500.00 729.50 -1,000.00 5,800.00 -4,033.52
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts 2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52	-\$250.00 7,106.24 2,500.00 729.50 -1,000.00 5,800.00 -4,033.52
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts 2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep.	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Liabilities Total Liabilities	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Liabilities Total Liabilities Equity	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities Total Liabilities Equity 30000 Opening Balance Equity	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74 28,798.51	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08 \$6,755.14
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities Total Liabilities Equity 30000 Opening Balance Equity 32000 Unrestricted Net Assets	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88  28,798.51 -47,567.17	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74 28,798.51 -1,868.92	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08 \$6,755.14  0.00 -45,698.25
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities Total Liabilities Equity 30000 Opening Balance Equity 32000 Unrestricted Net Assets 3900 Retained Earnings	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88  28,798.51 -47,567.17 2,052,672.46	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74  28,798.51 -1,868.92 2,052,672.46	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08 \$6,755.14  0.00 -45,698.25 0.00
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities Total Liabilities Equity 30000 Opening Balance Equity 32000 Unrestricted Net Assets 3900 Retained Earnings Net Revenue	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88  28,798.51 -47,567.17 2,052,672.46 189,521.14	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74  28,798.51 -1,868.92 2,052,672.46 -45,698.25	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08 \$6,755.14  0.00 -45,698.25 0.00 235,219.39
2000 Accounts Payable Total Accounts Payable Other Current Liabilities 2100 Prepaid Pledge 2105 J2A Pilgrimage 2110 Memorial Funds 2120 For Endowments/Other Accts  2125 Sandtown Bike Shop 2195 Ruxton Players Total Other Current Liabilities Total Current Liabilities Long-Term Liabilities 2710 1405 Carrollton Security Dep. 2720 Middendorf Loan Total Long-Term Liabilities Total Liabilities Equity 30000 Opening Balance Equity 32000 Unrestricted Net Assets 3900 Retained Earnings	\$0.00 72,293.18 2,500.00 7,273.94 0.00 5,800.00 0.00 \$87,867.12 \$87,867.12 2,300.00 70,138.76 \$72,438.76 \$160,305.88  28,798.51 -47,567.17 2,052,672.46	\$250.00 65,186.94 0.00 6,544.44 1,000.00 4,033.52 \$76,764.90 \$77,014.90 2,050.00 74,485.84 \$76,535.84 \$153,550.74  28,798.51 -1,868.92 2,052,672.46 -45,698.25 \$2,033,903.80	-\$250.00  7,106.24 2,500.00 729.50  -1,000.00 5,800.00 -4,033.52 \$11,102.22 \$10,852.22  250.00 -4,347.08 -\$4,097.08 \$6,755.14  0.00 -45,698.25 0.00

### HOSPITALITY COMMITTEE

### Jane Love and Paige Horine, Chairs

The hospitality of Church of the Good Shepherd seems to be shining through! Our vestry, parishioners and clergy alike make an effort to welcome visitors and try to make them feel comfortable when they visit. The primary goal of the Hospitality Committee is to create a warm environment and hopefully our visitors will want to return.

Since the Sunday church schedule now has two services, we've developed a great tradition of providing a variety of snacks during the coffee hour following the 10 a.m. service. It has been gratifying to see so many people stay for conversation and a bite to eat. We also encourage people to wear name tags.

The Hospitality Committee follows up with any new parishioners and tries to introduce them to activities or other parishioners with similar interests, children etc.

During the winter, the "Cottage Suppers" resumed. Small groups (10–12) met together for a meal at someone's home or sometimes at an event. There have been four of these groups and they are very popular. It's a relaxed way to get to know each other.

In addition to the above items and events, the Hospitality Committee staged the first ever, "Sundae Sunday" on July 10, 2016. A big hit and we are planning a return engagement this summer in July. We also provided servers for the inaugural "Fall Event" on 9/11/16, planned the reception following Jessica's ordination on 9/29/16, coordinated the Thanksgiving Brunch on 11/20/16, arranged a "Valentine Brunch" on 2/12/17 featuring French toast, strawberries and chocolate brownies. This event was tied in with an outreach project of our church youth groups

collecting socks and toiletries for Paul's Place. Our current project, is the coordinating for the brunch for the Annual Meeting, 5/21/2017

This fall the Hospitality Committee will organize and plan the second Fall Event on 9/17/17 which encourages all neighbors, friends and parishioners to come enjoy a wonderful morning with food trucks, live music from the Ruxtones, activities for kids and all around fun as we showcase all that Church of the Good Shepherd has to offer. **SAVE THE DATE –** 9/17/2017!

As you can see we are a busy group. We would love to have you join us – just ask. Our committee works tirelessly providing the coffee hour snacks each week – we welcome anyone who would like to help by bringing snacks on a Sunday – just let us know!

Thank you for supporting our projects and enjoying the fellowship our little Church on the Hill provides! And for the encouragement from our wonderful clergy, Arianne and Jessica.

HOSPITALITY COMMITTEE: Dee Baker, Laurie Fisher, Brooke Gorman, Paige Horine, Jane Love, Donna Reid, Muffie Rollins, Carolyn Sandler, Cheryl Seal, Wendy Smith, Nancy Stanley, Peggy Szczerbicki, Paula Schauble, Bob Tomlinson



### **OUTREACH COMMITTEE**

Mabeth Hudson, Chair

Outreach ministries at Church of the Good Shepherd are growing and we are being stretched and invited to serve in new, exciting ways. We encourage everyone from the congregation to get involved in meaningful service opportunities that live into the parish vision: Compassionate Community Making a Difference. Also, invite your friends who are not parishioners if they are looking for meaningful service opportunities!

#### DID YOU KNOW?

We serve the children and families of the impoverished neighborhood of Franklin Square (N. Carey Street) in several different ways AND they need an increasing amount of help. Sometimes referred to as "St. Luke's", we partner with St. Luke's Episcopal Church on N. Carey Street through:

**Camp Imagination.** Bringing and serving lunches and volunteering for a weeklong summer camp for 30 elementary – aged children and the counselors. <u>This year the camp will be increased to two weeks, so we double the amount of volunteers.</u>

Afterschool Enrichment Dinners. St. Luke's also provides afterschool enrichment and we've been asked to provide dinners for Wednesday evenings during the school year to serve the community. We need teams to provide dinners for 35-40 people in June and then throughout school year next year.

**Christmas Café:** Creating and providing gifts for a "store" for parents and children to select gifts for their loved ones. We also provide a festive Christmas lunch.

We serve people who need a home through our work with Habitat for Humanity of the Chesapeake. Many Fridays and Saturdays we send teams of people to help families who need a safe, affordable roof over their head. Our current house is located in the Govans area of Baltimore City.

We serve those needing emergency and transitional assistance through Neighbor to Neighbor (Baltimore Co.), Paul's Place (Baltimore City), and ACTC (Baltimore Co.).

We have a long history of welcoming and assisting refugees. There is an active mission group exploring how we can live into the call to hospitality and compassion for legal refugees. Plan to attend the parish meeting on May 24 to hear how all of us will be involved in this work.

We serve the homeless of Baltimore City through Our Daily Bread and Loaves & Fishes, a winter-feeding program.

We are exploring ways to serve those in hospice care in Baltimore City through Gilchrest/Joseph Richie House.

#### WE NEED YOU!

Questions? Can you help? Want to get involved? Contact one of us on the Outreach Committee:

Stephanie Bartal Lubitz; Clay McNally; Hillary Shaffer, Wim Cassard; Tina Thomas; Joan Thomas; Rev. Arianne Weeks; Courtney Muller, Mabeth Hudson (Chair)

#### 2017 OUTREACH BUDGET

Emergency Assistance & Transitional Support: \$7,000

ACTC, UCAN, Neighbor to Neighbor

Homelessness, Poverty & Re-entry: \$9,800 Loaves & Fishes, Our Daily Bread, Paul's Place

Affordable Housing: \$10,000 Habitat for Humanity

Care for the Sick: \$1,000 Gilchrest/Joseph Richie House

Educational Enrichment: \$3,900 St. Luke's Christmas Café, St. Luke's Youth Ministries, Camp Imagination

Welcoming Refugees: \$6,000

TOTAL: \$37,700

### MICROLOAN PROGRAM

Bob Locke, Chair

The purpose of this program is to change lives for the better.

In its first year and a half of operation, the Good Shepherd Micro-Loan Program has funded 8 loans in amounts ranging from \$750.00 to \$5,000.00. Two of the loans have been paid in full, and each of the others is being repaid in accordance with its terms.

These micro-loans have been issued to individuals and four small businesses in Sandtown, Pigtown and west Baltimore. They have permitted the creation of three jobs and have provided reliable transportation to permit the retention of two jobs.

The success of this program has been based upon faith in our "Champions" and the care with which they have selected applicants to recommend to us. These Champions are individuals known to us for many years through Habitat for Humanity and other connections, who are deeply committed to their community. We are confident that our Champions will only recommend individuals who will use the loaned funds as promised in the community and will

repay them so we can lend them out again. We meet and talk regularly with our Champions. The loans carry no interest or fees, and the applicants set the repayment amounts and times. In meeting with the Champions and applicants we make clear that if the loans are not repaid, no lawsuit will be filed, but we will not be able to lend more funds to their community.

Applications are completed by an applicant and signed by its Champion. It must then be recommended by two members of the Micro-Loan Committee and then approved by three different members of the Committee. Starting with the \$15,000.00 allocated by the Vestry plus two small individual donations, we have invested \$24,250.00 in the community.

The members of the Micro-Loan Committee are: Bob Locke, Snowden Stanley, Al Ingraham, Bill Love, Nancy Stanley, Gretchen Garman and Roy Parsons. Each would be very glad to answer any questions.

A list of the loans is included below.

Loan#	Borrower	Champion	Amount	Payment	Status
1.	Serena Anderson	Sadie Smith, Paul's Place	\$750.00	\$25/mo. Final – 4/1/18	
2.	William Henby	Laverne & Al Stokes	\$5,000.00	\$400 p/mo. Final – 9/30/16	Paid in Full
3.	William Hemby	Laverne & Al Stokes	\$4,000.00	\$400 p/mo. Final – 6/1/17	
4.	Café Jovial	Ben Hyman, Historic Pigtown	\$2,000.00	\$200 p/mo. Final – 1/31/17	Paid in Full
5.	Sean Colbert	Laverne & Al Stokes	\$2,500.00	\$100 p/mo. Final – 11/1/18	
6.	Glenn Woodley	Eli Allen, Director, Green Careers Program, Civic Works	\$3,000.00	\$125 p/mo. Final – 12/1/18	
7.	Café Jovial	Ben Hyman, Historic Pigtown	\$4,000.00	\$400 p/mo. Final – 12/31/17	
8.	Samuel Burroughs	Eli Allen, Director, Green Careers Program, Civic Works	\$3,000.00	\$125.00 p/mo. Final – 3/01/2019	

### PLANNED GIVING

Alex Fisher and Rob Spiller, Chairs

#### **Legacy Gift Committee**

Co-chairs: Alex Fisher and Rob Spiller

Members: Barry Rollins, Christine Williams, Eric

Schonewald

Vestry representative: Snowden Stanley

As Church of the Good Shepherd continues to evolve into its second century, the Vestry has established new effort to update our efforts to encourage and assist our parishioners in supporting Church of the Good Shepherd through their wills and estates. Bequests and other legacy gifts have and continue to be critical to Church of the Good Shepherd. Since its founding in 1906, generations of church members and friends have provided for Church of the Good Shepherd in their wills and estates. Support of this type, given privately and in varying amounts, has contributed to building and maintaining our church campus; underwritten music, Christian-education and outreach programs; and carried salaries through times of economic recession. These legacy donors contributed out of a sense of gratitude and with a vision to provide for future generations.

The impact of these gifts cannot be overstated and an active legacy gift program is key to the financial health of our church, and a complement to our annual stewardship program.

Covial

Micro-loan recipient, Café Jovial



In the coming year, the legacy gift committee feels it is important that we inform the congregation about ways they can help the church through legacy gifts of any size. This will be a thoughtful process over time with a focus on simple wills and IRA gifts. We want to be sure the congregation has the information and tools to make decisions and that we celebrate the generosity of our church family, while respecting privacy as requested. More specifically, we envision the following steps: 1) Meeting with those who founded the Legacy Society to learn from their experience, confirm who has already supported this cause, and hopefully identify a spokesperson for future testimonials. 2 )We intend to create a plannedgiving section on the website as a source of information featuring wills and IRA gifts with simple language to make these gifts. 3) We will update the current legacy brochure to focus on wills and IRA gifts. 4) We will identify and encourage conversations with a group of parishioners who are available to privately discuss questions on this topic. 5) We are planning an article in the church newsletter by a parishioner who has made an estate gift. 6) We are considering a possible "legacy lunch" to recognize and thank legacy donors for helping shape and secure the future of our church.

Faithfully submitted,

Alex Fisher (<a href="mailto:morningdon@verizon.net">morningdon@verizon.net</a>)
Rob Spiller (<a href="mailto:rspiller@jhu.edu">rspiller@jhu.edu</a>)



### PASTORAL PRAYER GROUP

Gretchen Garman, Vestry Liaison

Our clergy sometimes request help from lay persons for the members of our congregation who have requested support during difficult times. These efforts include ongoing prayers for the people on our weekly prayer list, writing notes, and visiting the sick. In the Episcopal Church Lay Eucharistic Ministers (LEM) may be licensed by the bishop to administer the consecrated bread and wine at a celebration of the eucharist when there are not sufficient numbers of deacons and priests there. Lay Eucharistic Ministers may also carry the consecrated sacrament from a Sunday eucharist to members of a congregation who were unable to be present at the celebration due to illness or infirmity. A LEM may be licensed for either or both of these ministries.

The clergy have also requested help in organizing a Blue Christmas service during Advent. In recent years there has been a growing awareness of people who are not feeling jolly at Christmas time because they are dealing with life changing events like the death of a loved one, the pain of divorce, loss of a job, living with cancer or dementia, and other situations that make celebrating painful. A Blue Christmas service focuses on accepting where we might be in our journey while holding on to the hope of healing.

Gretchen Garman

### PERSONNEL COMMITTEE

Ann Mangels, Chair

The Personnel Committee, following its pattern for meetings, had none this year. We meet quarterly, or when necessary to discuss staff issues and structure. Since it was a very quiet year, with only Sean Colbert replacing Bernard Smith as Sexton, we were not called upon.

Jessica Sexton began her service to Church of the Good Shepherd last June and she seems to have found an excellent niche with the congregation. More family and youth activities have been developed encouraging participation with

Cherub's Music, acolytes and Sunday School, as well as her ongoing pastoral strengths.

As a parish we are blessed to have such a congenial group of staff: Arianne, Jessica, Kim, Jen and Carolyn, working together to give the Church of the Good Shepherd such a pleasant atmosphere. Their enthusiasm and leadership is enjoyed by the entire congregation.

Respectfully submitted, Ann Mangels, Chair







### **GET TO KNOW THE VESTRY NOMINEES**

#### HARRY ANDREWS



Harry began attending CoGS in the spring of 1989, and married Hilary Sargeant here in June of 1990.

He has an adult daughter by a previous marriage, and he and Hilary live in Timonium with their two dogs.

Since joining CoGS, Harry has been a member of the choir, participated for 10 years in H4H, has taught Sunday School, and was Jr. Warden from 1998-2003.

He is currently a Lay Reader and Chalicist, He has an adult daughter by primarily at the 8:00 service, and is a member of a previous marriage, and he the Diocesan Property Committee.

Retired from Verizon, Harry is a real estate agent and an avid DIYer around the house.

#### **JOHN BONN**



John Bonn grew up in the Berkshires in Western Massachusetts where he attended public schools and the Sunday School program at the Unitarian Church in Pittsfield.

After graduating from Williams College in 1974 with a degree in Music, John embarked on a teaching career which

ultimately brought him to Baltimore.

In 1994, Peggy Howell called upon John to substitute in the bass section at the Christmas Eve Service and participating in that service had a powerful effect upon John. In contrast to the austere worship experiences he remembered from his Unitarian background, the church was alive with greens and candles and organ music and pageantry and great preaching.

When Peggy asked John if he would like to join the choir full time, he was delighted and has sung with the group ever since. In his years at Good Shepherd, John has served on the vestry, participated in a rector search and a music director search, served on the Adult Education Committee, and done a blitz week at Habitat for Humanity.

John currently teaches math at the Friends School of Baltimore. John is excited to join the vestry again at this time when Good Shepherd is alive with so many exciting initiatives.

### KATE KNOTT



Kate grew up in Baltimore and works as a nurse practitioner. Up until Fall 2016, Kate worked at Johns Hopkins and is now at UM St. Joseph Medical Center in cardiac surgery.

Kate's husband, Moose Brown and their daughter, Natalie have been coming to CoGS since Fall of 2013.

Kate's parents set a good example and always volunteered their time; they have embedded the same values in her. While not raised in the Episcopal tradition, Kate and her family have always felt welcomed and are growing as a family in faith thanks to CoGS.

Kate looks forward to serving on the vestry and thanks you for putting your faith in her.

#### HILLARY ZOUCK SHAFFER



Hillary Zouck Shaffer serves on the Outreach Committee and substitutes Baltimore County. on the Altar Guild.

She enjoys working with the community of St. Luke's Church in the Franklin Square neighborhood of Baltimore City.

Hillary is a Special Educator at Woodmoor Elementary School in the southwest area of

She lives in Rodgers Forge with her family, and enjoys playing outside with her son George and daughter Emily. Hillary has been a member of the Church of the Good Shepherd since childhood.

### DICK REID, TREASURER



Long-time resident of Towson, Md, Dick was born in Michigan and also spent many years growing up in Annapolis, Md.

to Baltimore 43 years ago. They have two boys, both married, and 5 grandchildren.

Dick earned a BS in Commerce from the University of Virginia, and later, an MBA from Loyola College. He enjoyed a 40 year career in commercial banking, retiring from BB&T in 2013 as a Senior Vice President.

He married Donna and moved Dick has been a member of Good Shepherd for over 30 years and has previously served as Treasurer.

### 233RD CONVENTION OF THE DIOCESE OF MARYLAND

Ed Mac Vaugh and Hillary Shaffer, Delegates

I was again honored to help represent our church at the Diocesan Convention. You can be confident that our diocese is being run in a godly, caring and ethical manner by a team of devoted, hardworking folks. As is the nature of these gatherings, time was spent on the business and logistical aspects of running an organization, with committee reports and fiscal analyses being shared. But overwhelmingly, we engaged in worship and fellowship with clergy and lay delegates from across our diocese from the Western Shore through Western Maryland, including our Presiding Bishop Michael Curry!

The business of the second day of Convention was reviewing proposals and policies considered for implementation in our community. These

included a continuing dialog regarding reparations for past discrimination, methods of assisting the large number of small congregations throughout the community, assisting in the resettlement of refugees, a comprehensive policy regarding firearms on church property, and appropriate compensation of clergy, staff, and employees of churches.

I would be delighted to share, individually, my impressions and sense of these matters with any interested fellow parishioners and can use what I learned to help find answers to any questions that might arise.

Ed MacVaugh

macvaugh@verizon.net

### COMMISSIONING HEAD OF ALTAR GUILD

Priest

Brothers and sisters in Christ Jesus, we are all baptized by the one Spirit into one Body, and given gifts for various ministries for the common good. Let us now commission Fran Duffy and Mary Snead in the Name of God and of this congregation to the special ministry to which they are called.

The priest asks the Candidates

You have been called to be Head of the Altar Guild in this congregation. Will you faithfully and reverently perform the duties of this ministry to the honor of God and benefit of God's people?

Candidates I will.



The priest asks the members of this ministry and the congregation

Will you who share in this ministry work together in supporting Fran and Mary as they live into their ministry of service?

All We will.

The priest continues

Let us pray.

O God, through holy scripture you remind us, do not neglect to show hospitality to strangers for by doing so some have entertained angels: Bless Fran and Mary's ministry of leadership and hospitality and inspire all of us to cultivate a house of welcome and worship whenever we come together to give you thanks and praise; through the one who welcomes all of us with open arms, your Son Jesus Christ our Lord. **Amen.** 



### PARISH RECORDS

#### 1/1/2016-12/31/2016

BAPTISMS
----------

Jeffrey Butler Catherine Carr

**Emily Shaffer** 

#### **MARRIAGES**

Caroline McLaughlin and Ty Andrews

Jennifer Pollock Mueller and Martin Gibbs

Bridget Schultz and Bradford Warbasse

#### **INTERMENTS**

Louise Armstrong
Elizabeth Christhilf\*
Deborah Krum Douglas
Nancy Harrison
Ann Marie Fugate Kitting\*
Charles Vogel, III\*
Ann Smith

(\*Interment did not take place at Good Shepherd)

#### **FUNERALS**

Louise Armstrong
Ellen Briggs\*
Elizabeth Christhilf\*

John Hargrave\*

Joini Hargrave

Nancy Harrison

Laurie Hooper

Ann Smith

Rose Machen

**Chuck McNally** 

Jill Steuart

Pat Romero

Linda van Rueth

Charles Vogel

Julianna Watts

**Ruth Wheeler** 

(\*Funeral or Memorial was held off-site)