



# 2014 Annual Report

St. Elizabeth's Episcopal Church  
Sudbury, Massachusetts

Annual Meeting held Sunday, February 8, 2015

At 11:25 am in the Parish Hall



# 50/100 Celebration



*Saint Elizabeth's Church Construction, 1963. The church was dedicated May 10, 1964.*



*St Elizabeth's Chapel Blessing - 1914. L to R: Workers, Father Burton, Father Powell, Ralph Wentworth Cram (son), Elizabeth Carrington Read Cram (wife), Ralph Adams Cram, Father Field, ?, ?, Maria Streedavick Read (sister of ECRC), Mary Carrigton Cram (Nickolas daughter)*

# Table of Contents

## Table of Contents

5	Warrant
6-7	Rector's Report
8	Assistant Rector's Report
9-10	Warden's Report
11	Nominations
12-19	Treasurer's Report
20	Committees & Activities
21	Acolytes
22	Altar Guild
23-24	Buildings & Grounds
25-33	Christian Formation
	25-26    Adult Education
	27-28    Catechesis of the Good Shepherd
	29-30    Journey to Adulthood
	31        S.T.O.P.
	32-33    Youth Mission Trip
34	Coffee Hosting Ministry
35-36	Communications
37	Fellowship Committee
38-39	50/100 Celebration
40-41	Finance Committee
42	Flower Guild
43-44	Liturgy
45-46	Music Ministry
47-48	Newcomers Committee
49	Nursery
50-51	Outreach Committee
52-53	Pastoral Care
	52        Stephen Ministry
	52-53    Eucharistic Ministers
	53        Healing Ministry
54	Small Groups
55-56	Stewardship

**WARRANT**  
For the Annual Parish Meeting  
St. Elizabeth's Episcopal Church  
Sunday, February 8, 2015  
Convening at 11:25 AM in the Parish Hall

**Order of Business**

- 11:25 Call to Order
- Opening Prayer
- Youth Choir sings
- Declaration of a Quorum by Vestry Clerk Kiersten Varner
- Election of nominees
- Looking back at 2014
- Thank you to off-going Vestry members and Delegates
- 2015 Budget presentation by Cheryl Franke
- Rector's Report
- Assistant Rector's Report
- Looking ahead to 2015
- Q & A
- Adjourn with a prayer

\* \* \* \* \*

**Elections**

The following persons have been proposed by the Nominating Committee to stand for election at the Annual Meeting:

**Vestry**

Co-Warden	Michael Comer	2-year term
Treasurer	Cheryl Franke	1-year term
Assoc. Treasurer	Stevie Spina	1-year term
Bldg. & Grounds Rep.	Dave Mitchell	1-year term
Clerk	Kiersten Varner	1-year term
Vestrypersons	Sam Truex	3-year term
	Janice Darias	3-year term
	Eric Becker	3-year term

**Appointed Youth Vestry**

Sara Kimble	1-year term
Jake Fisher	1-year term

**Delegates (all 1-year terms)**

Convention Delegates:	Walter Morgan
	Eric Kimble
Alternates:	Stuart Pease
	Jeremy Perisho

**Warrant**

## Rector's Report 2014

2014 was a year of profound gratitude for me as I saw meaningful developments in liturgy and worship, outreach, pastoral care (Stephen Ministry, Eucharistic Visitors, and Healing Ministries), small groups for adult fellowship, learning, and spiritual formation, more efficient financial systems and controls, updated technology, and systematic care and maintenance of the whole St. E's campus. And all these developments occurred even as the already excellent programs in Christian formation for children and youth, music, stewardship, newcomer ministries, fellowship were strengthened. From where I sit, St. Elizabeth's is humming due in no small part to gifted and dedicated volunteers and an excellent staff. Having the Rev. Jacqueline (Jack) Clark on board makes my job more fun and rewarding than ever I could have imagined possible.

We said, "Good-bye," to Faith Tolson who added to St. E's but whose contributions were overshadowed by Jack's. Faith's last day with us was June 8<sup>th</sup>. The transition was relatively uneventful.

2014 was a year of updating and increased efficiency. The rectory underwent essential renovation including complete de-leading, energy efficient replacement windows throughout, new insulation in the exterior walls, new roof, interior repainting throughout, and finally repaving the driveway. The office technology underwent essential updating as well with a new phone system with speed dial, remote access, caller ID, and conferencing capacity, as well as high speed internet, and the purchase of a much needed power point projector and screen. Financial systems were streamlined with a more efficient and easily tracked method of invoice approval and payment.

Worship was refreshed in a number of ways, which you can review in detail in the separate Liturgy Report. The Ash Wednesday evening service was completely reimaged and we added an Ash Wednesday service specifically for young children. The later of the two Palm Sunday services featured a profoundly moving dramatic interpretation of the Passion Gospel which occurred at the end of the service rather than during the service of the Word. During the summer we have offered parishioners the opportunity to take on different roles. I was surprised to discover that the most popular role was that of preacher. Susan Boyle, Sara Kimble, David Varner, and Jim Newton each took a turn in the pulpit. In addition we offered outdoor Eucharist and cookout on four Wednesdays in July. In the fall, the ASP youth designed a remarkable service to showcase their mission experience. And December 22<sup>nd</sup> we offer our first ever Longest Night liturgy to address the mixed feelings the holidays provoke in those of us who have known profound loss.

Also in 2014, we honored the 100<sup>th</sup> anniversary of the completion of the construction of St. Elizabeth's Chapel with a superb celebration in May featuring an open house for the congregation and surrounding community, special music, and display of artifacts. Then in October we celebrated of the 50<sup>th</sup> anniversary of the completion of the construction of the church which included special worship service with retired Suffragan Bishop, Bud Cederholm, plus former St. E's clergy who returned for the occasion. See more in the Church and Chapel Anniversary Celebration Report.

One of the most important developments of 2014 is Stephen Ministry, a program of supervised lay pastoral care. As of this writing six parishioners are in extensive training to become Stephen Ministers who will significantly augment the pastoral care provided by the

clergy. In addition, Stephen Ministers will be available to serve pastoral needs in the wider community. See more in the Pastoral Care Report.

2014 saw the beginnings of the new ministries envisioned by the Comprehensive Campaign. Certainly the most obvious of these are new programs overseen by the Assistant Rector, the Rev. Jacqueline Clark. See more detail in Jack's Annual Report. In addition, the Stephen Ministry Program is a direct result of the Comprehensive Campaign which provided seed money for this ministry which assists both within and without St. Elizabeth's. The leadership is moving forward with the process of selecting an architect to enhance and enlarge the worship space of the church. And the Endowment is in place and ready to receive donations or bequests to assure the ongoing financial viability of St. Elizabeth's.

The Fellowship Committee is undergoing tremendous turnover as longstanding members roll off or move away. This kind of shift is always unnerving for those who fear that fellowship traditions will fall by the wayside. In fact, new leaders are stepping up and I fully expect Fellowship to continue to thrive at St. E's.

2014 has seen an uptick in new families and individuals. We are grateful beyond words for the continuing flow of new members into St. E's. We are richly blessed.

Respectfully submitted,

Barbara Williamson

## Assistant Rector's Report

One year and a few months into my time at St. Elizabeth's, I am feeling incredibly blessed and grateful to be here. It was clear from the beginning that this is a warm and vibrant parish. As I've gotten to know you, I've had the privilege to learn about the particular charisms and gifts of this parish.

The commitment of volunteers who serve the church on vestry, in the Sunday School, and on committees and guilds is deep. Your openness and even hunger for reimagining liturgy is rare, and it has nurtured the creation of powerful worship experiences. You take children and youth seriously as full members of the body of Christ, who have particular gifts to share with us, and are profoundly committed to their formation. In a church where children and youth are often marginalized, this is radical. And you strike a wonderful balance of helping me grow into my priesthood while also taking me seriously as a pastor and leader. I am so grateful for the way you are forming me, and the way you will form future clergy.

I am also grateful to have Barbara as our rector. She is grounded, prayerful, pastoral, smart, and funny. There is no one else from whom I would rather learn to be a priest. I have so much fun dreaming with her about where the Spirit might be leading us.

So where is the Spirit leading us? This assistant position was created to focus on programming, largely for adults. In addition to the privileges of preaching, celebrating, and providing pastoral care, my work focuses on adult formation, small groups, outreach, and liturgy, as well as our new Stephen Ministry programming. You can read more about what's been happening in all of these areas in those individual reports. My hope for this next year is that, as we continue existing programs and begin a couple new ones, that all of them help you to deepen your relationship with God. That if you come, you will grow. I have experienced some powerful moments in these programs over the last year: sharing stories of powerful Holy Week experiences in Creative Worship Team that brought all of us to tears; sharing God moments on the final evening in Appalachia; profound sharing about our lives during prayer time in the morning bible study and during Stephen Ministry training; and a deep sense of community during a Cookout Eucharist last summer, to name just a few. As these programs grow and develop, I hope that they provide all of us with many of these kinds of moments. I hope that, rather than being one more thing to check off the to-do list, they will leave you feeling refreshed and renewed. I hope that they draw us deeper and deeper into relationship with one another, where we learn about love, and about God who is relationship and love. And I hope they draw us deeper and deeper into relationship with God.

Respectfully submitted,

Jacqueline Clark

# Assistant Rector's Report



## Warden's Report

We are truly Blessed! We had an amazing 2014. Thank you for all you have done in 2014, as individuals, families, committees, groups, and a community to make this an amazing year at St. Elizabeth's.

We are thankful for each and every gift St Elizabeth's receives, along with all the activity in the parish now:

- The 50 year celebration of the Church as a parish community
- The 100 year celebration of the Chapel
- A new bishop
- Launching of our Stephen Ministries
- Over 50 children participating in the Catechesis of the Good Shepherd
- Over 60 youth participating in Journey to Adulthood program
- 6 baptisms
- An expanding outreach:
  - Fill the ark
  - B-Safe Summer Field Trip
  - Blackstone School Partnership
- Our amazing efforts of our creative worship team
  - Backpack Blessing
  - Reimagined Ash Wednesday & Palm Sunday Services
  - Family friendly service—children helping with Eucharist
  - Summer Wednesday Evening Outdoor Eucharist and Cookouts
  - ASP Service
  - All Saints' Day: guest preacher Bruce Rockwell; remembrance of loved ones
  - COGS Switcheroo; special chapel Eucharist for Atrium III with Barbara
- A vibrant and wildly successful ASP trip
- Over 20 choir members and musicians, not to mention 10 members of the Youth Choir
- About 160 families in our church, included 12 new families this year
- New steps to the Chapel
- Renovated Rectory
- A new phone system, computer for Peg and infrastructure enhancements
- A new budget process and soon to be launched investment strategy for endowment funds.

# Warden's Report

# Warden's Report

- Our first pledge and cash received from a Parishioner utilizing the United Way – more to come on this exciting new option.
- **Our Newly formed** Design and Consensus Group. With communication with the Vestry and Parish at large, the committee will drive towards a design for the sanctuary throughout the spring of 2015, although construction will not begin until 2016. Architect selection should be concluded soon, and we look forward to diving into the design and consensus-building processes soon. All are welcome for suggestions, contributions, and/or participation.

All this activity was supported by countless hours of effort by volunteers---that is, YOU!---in the Altar Guild, the Flower Guild, our coffee hosts, the choir, COGS leaders, Journey to Adulthood leaders, the Building & Grounds team, our communications team, the vestry, the Outreach Committee, the Fellowship Committee, the softball team, the technology team, the TogetherNow team, the Needs and Space Assessment team, the Design and Consensus team, the nominating committee, the healing ministry and pastoral care teams, the Finance Committee, the Newcomers Committee, our acolytes, and our Stewardship team with the year's Season of Generosity. We also give thanks for the work and ministry of our clergy and staff: Barbara, Jack, Mary Sue, and Peg.

As we look forward to 2015, we joyously anticipate our opportunity to more broadly launch a new Stephen Ministry program for pastoral outreach, creating new small group opportunities for adult spiritual deepening and fellowship, developing new teams for particular work, such as a brand-new Technology Team, and looking forward to the J2A Pilgrimage Trip to Oregon. And, of course, we will be continuing the process of planning the best ways to improve our worship experience using your gifts to the TogetherNow campaign. May the coming year be one of community, growth, and joy for our life together!

Respectfully submitted,

Jeremy Perisho & Walter Morgan

## Continuing Vestry

Co-Warden:	Walter Morgan	(1 year remaining)
Vestry Persons	Mari Weldon	(1 year remaining)
	Steve Kenney	(1 year remaining)
	Stuart Pease	(2 years remaining)
	Angela Crocker	(2 years remaining)

## New Vestry

Co-Warden	Walter Morgan	(1 year term)
Co-Warden	Michael Comer	(2 year term)
Treasurer	Cheryl Franke	(1 year term)
Assistant Treasurer	Stevie Spina	(1 year term)
Building & Grounds Rep.	Dave Mitchell	(1 year term)
Clerk	Kiersten Varner	(1 year term)
Vestry Persons	Steve Kenney	(1 year term)
	Mari Weldon	(1 year term)
	Stuart Pease	(2 year term)
	Angela Crocker	(2 year term)
	Eric Becker	(3 year term)
	Sam Truex	(3 year term)
	Janice Darias	(3 year term)
Youth Vestry	Sara Kimble	(1 year term)
	Jake Fisher	(1 year term)

Convention Delegates:	Eric Kimble Walter Morgan
Alternates:	Jeremy Perisho Stuart Pease

Nominating Committee:  
Jeremy Perisho (chair)  
Marie Briasco  
Jim Newton  
Michael Comer  
Craig Stafford

# Treasurer's Report

## Executive Summary:

2014 was again a year of many blessings at St. Elizabeth's not the least of which were significant financial gifts. Having said that, the restricted gifts given this year appear to have impacted the operating budget of the church with pledges falling significantly below promise for the first time in recent memory. The church ended the year with a deficit from Operations of (\$17,752.58) and cash in the bank of \$565,169.54. Of this cash balance \$551,988.18 is restricted leaving an operating cash ending balance of \$13,181.36 Details of the financials of the parish are included as follows:

## Income Statement:

### Operating Income:

The Operating Income of the church is comprised of a number of significant parts including pledges, facility use income, unpledged giving from members, plate contributions and occasionally Diocesan grants. For the fiscal year ended December 31, 2014 St. Elizabeth's was significantly less than budget in key areas:

- Pledges – The parish ended the year (\$15,089.40) below budget for pledge income. This represents parishioners who did not, or were unable to meet their pledge commitments. This is the first time in recent memory that the parish has been this far behind in pledge income vs actual payments.
- Rectory Rent – (\$4,920). The budget assumed the rectory would be rented in May 2014 however, it was not available for rental until late summer. We were however able to rent it for more than originally budgeted which helped to make up the difference.
- Year End appeal – The year end appeal was not as successful as in prior years resulting in a net shortfall against budget of (\$4,356)

Partially offsetting these shortfalls, the parish also received grants from the Diocese in the amount of \$9,250.00 for costs associated with the Stephen's Ministry (\$5,250) and a ASP (\$4,000)

### Operating Expenses:

Utility costs were higher than budget by (\$3,147) due to problems with valves in the

main parish hall which did not allow for the regulation of the temperature and the fact that the parish was responsible for heating the rectory during the coldest part of the year.

Repair and Maintenance for the campus properties this year tracked right on budget although there were ups and downs against various line items.

### **Office Supplies and Costs:**

Office costs were significantly over budget this year as a direct result of aging technology which caused significant issues for the staff and clergy.

- In the late spring and early summer of 2014 the internet and email system of the church failed resulting in significant loss of time and working capabilities. The technology team led by John Howard and Paul Grous did a complete review of the parish systems and recommended changes.
- Telephone: Installed a new Comcast broadband system with updated telephones, and meeting phones. Over budget by \$2,425.
- Upgraded Peg Scarlata's computer (which was 9 years old), along with other smaller tech items to improve office functionality over budget by \$2,257.
- Utilized some outside resources to help with computer upgrades (\$1,215)

### **Staff Costs:**

- Staff costs were below budget. Costs for the Assistant Rector are recorded in the Operating Budget, but the costs are then allocated against the Comprehensive Campaign Fund as outlined in the fundraising principles of the Campaign.
- In June of 2014 a decision was made to eliminate the Christian Education Director, this resulted in cost savings of \$13,666. This was partially offset by costs for Pensions from 2013 that were recorded in 2014.

### **Christian Education, Worship, Music and Liturgy**

- Costs largely in line with budget.

### **Fund Activities:**

St. Elizabeth's Church maintains a series of Funds which are intended to segregate monies contributed for "special circumstances" outside of the normal operating budget. A fund is created if it is necessary to collect restricted monies (such as endowment funds or earmarked bequests) or special purposes monies that will be spent only for the purpose collected.

In 2014 the Church received a significant gift of \$334K which has been allocated to the up-keep of the Memorial Churchyard and Chapel in perpetuity. We at St. Elizabeth's are incredibly grateful for this gift that preserves one of the jewels of our campus.

During 2014 the following significant cash contributions were also received into the Fund accounts of the church:

- **Together Now Fund:** \$180,493 (for a total over two years of \$330,174.)
- **Rectors Discretionary Fund:** \$25,000
- **Restricted Gift Fund:** \$2,000
- **Tenant Escrow Fund:** \$5,800
- **ASP/City Mission/Pilgrimage:** \$27,942

Significant uses of Funds during 2014 (Other than Together Now outlined separately) were as follows:

- **ASP/City Mission/Pilgrimage:** \$29,618 Cost of Appalachia Service Project.

## Balance Sheet:

The parish continued to strengthen its balance sheet by paying down debt from the loans taken out to fund expansion and roof repairs. Loan balances were reduced by \$20,543. Interest paid on these loans was \$4,916 for a total cash outlay to fund debt service of \$25,459.

Cash at the end of the year is \$565,169 of which \$551,988 is Restricted.

## 2015 Budget

The 2015 budget represents a return to Operating surplus. As a result of the unexpected shortfall in pledge vs. commitment the Vestry has decided to adjust the pledge expectation for 2014 to \$390,000. Currently commitments are slightly higher than that.

In 2014 the Assistant Rector will be funded at a rate of 75% by the Together Now campaign.

Additionally, the Rectory is now fully rented and the expectation is that this will continue throughout 2014.

Salaries for staff this year were in line with current recommendations and the Clergy Compensation was set at Diocesan Guidelines with a slight increase over guideline for Barbara as a result of the tremendous gifts received by the parish in the past two years.

Costs for the year are being budgeted in line with cost expectations from 2014. This results in a Budgeted Surplus of \$18,755 after allocating \$5,000 to the Capital Maintenance Fund for 2015.

Currently, the accounting team serving the parish includes two officers, Treasurer (Cheryl K Franke), and Assistant Treasurer (Stevie Spina). Additionally the team receives valuable assistance from Peg Scarlata who handles Pledge records, and the Finance Committee who has been invaluable this year in assisting with budgeting and long range financial planning.

The ushers in service each Sunday are also an integral part of the financial team as they collect and count checks and cash each week.

I remain available to any parishioner who has a question or concern around the parish finances. Please let me know if there are any questions that can be answered.

Thank you!

Respectfully submitted,

Cheryl Kimmens Franke  
Treasurer

# Treasurer's Report

# Treasurer's Report

**St. Elizabeth's Church**  
**Actual 2014 with Comparison to Budget 2014**  
**Budget 2015**

	2014 Actual	2014 Budget	over Budget	% of Budget	2015 Budget Actual
<b>Income</b>					
4100.01 Pledges - Current Year	\$ 354,910.60	\$ 370,000.00	\$ (15,089.40)	95.92%	\$ 390,000.00
4100.02 Pledges - Prior Year	\$ 2,150.00	\$ 5,000.00	\$ (2,850.00)	43.00%	\$ 3,500.00
4100.14 Prior Yr Music/Choir Income	\$ 80.00	\$ -	\$ 80.00		
4200.01 Unpledged Contributions	\$ 20,644.00	\$ 25,000.00	\$ (4,356.00)	82.58%	18,000.00
4200.03 Plate	\$ 10,528.08	\$ 9,500.00	\$ 1,028.08	110.82%	8,500.00
4200.04 Fall Fair, net income	\$ -	\$ -	\$ -		\$ -
4200.05 Other Misc Income	\$ -	\$ -	\$ -		\$ -
4100.04 Recognition of Diocesan Contribution	\$ 9,250.00	\$ -	\$ 9,250.00		\$ -
4200.09 Facility Use Income	\$ 15,080.03	\$ 20,000.00	\$ (4,919.97)	75.40%	\$ 31,900.00
Total 4200.05 Other Misc Income	\$ 24,330.03	\$ 20,000.00	\$ 4,330.03	121.65%	\$ 451,900.00
4200.06 Gain/Loss on Sales of Securities	\$ 4,095.50	\$ 250.00	\$ 3,845.50	1638.20%	
4200.07 Dividends and Interest	\$ 194.52	\$ -	\$ 194.52		
4200.08 Tai Chi Donations	\$ 143.50	\$ -	\$ 143.50		
4200.10 Spring Auction Proceeds	\$ -	\$ -	\$ -		
4200.11 Allocation of Spring Auction Proceeds	\$ -	\$ -	\$ -		\$ -
Total 4200.10 Spring Auction Proceeds	\$ -	\$ -	\$ -		\$ -
4200.12 Church School Registrations	\$ 1,600.00	\$ 3,500.00	\$ (1,900.00)	45.71%	\$ 2,000.00
4400 .00 Comprehensive Campaign	\$ 180,493.50	\$ 61,825.00	\$ 118,668.50	291.94%	
4400.01 Allocate Proceeds to Funds	\$ (101,838.40)	\$ -	\$ (101,838.40)		
Uncategorized Income	\$ -	\$ -	\$ -		
<b>Total Income</b>	<b>\$ 497,331.33</b>	<b>\$ 495,075.00</b>	<b>\$ 2,256.33</b>	<b>100.46%</b>	<b>\$ 453,900.00</b>
<b>Expenses</b>					
Total 5100.00 Utilities	\$ 15,554.95	\$ 12,408.00	\$ 3,146.95	125.36%	\$ 13,850.00
5200.00 Diocesan Assessment	\$ 49,918.04	\$ 50,016.00	\$ (97.96)	99.80%	\$ 42,569.00
Total 5300.00 Debt Service	\$ 4,916.69	\$ 5,028.00	\$ (111.31)	97.79%	\$ 3,996.00
Total 5400.00 Repair & Maintenance	\$ 57,866.16	\$ 57,840.00	\$ 26.16	100.05%	\$ 56,050.00
Total 5500.00 Office Expenses	\$ 22,088.28	\$ 14,028.00	\$ 8,060.28	157.46%	\$ 16,550.00
5600.00 Payroll	\$ -	\$ -	\$ -		
Total 5600.00 Payroll	\$ 342,062.29	\$ 352,812.00	\$ (10,749.71)	96.95%	\$ 341,437.92
Total 5700.00 Christian Education	\$ 1,066.03	\$ 2,100.00	\$ (1,033.97)	50.76%	\$ 2,500.00
Total 5800.00 Music Program	\$ 4,320.76	\$ 5,412.00	\$ (1,091.24)	79.84%	\$ 4,600.00
5900.01 Events/receptions misc	\$ 5,498.32	\$ -	\$ 5,498.32		\$ 2,800.00
5900.02 Food and Bev - Church Events	\$ 1,454.27	\$ 756.00	\$ 698.27	192.36%	\$ 750.00
5900.04 Altar Guild	\$ 2,069.99	\$ 996.00	\$ 1,073.99	207.83%	\$ 500.00
5900.05 Worship/Liturgy	\$ 3,297.00	\$ 1,500.00	\$ 1,797.00	219.80%	\$ 3,000.00
5900.20 Small Group/Committee	\$ 336.93	\$ 756.00	\$ (419.07)	44.57%	\$ 500.00
5900.25 SSJE Capital Campaign Contribution	\$ 1,000.00	\$ 1,000.00	\$ -	100.00%	\$ -
5900.26 Outreach	\$ 346.52	\$ -	\$ 346.52		\$ 1,286.00
Miscellaneous	\$ 521.60	\$ 2,500.00	\$ (1,978.40)		
	\$ -			0.00%	
<b>Total Expenses</b>	<b>\$ 512,317.83</b>	<b>\$ 507,152.00</b>	<b>\$ 5,165.83</b>	<b>101.02%</b>	<b>\$ 490,388.92</b>
<b>Net Operating Income</b>	<b>\$ (14,986.50)</b>	<b>\$ (12,077.00)</b>	<b>\$ (2,909.50)</b>	<b>124.09%</b>	<b>\$ (36,488.92)</b>
<b>Net Other Income</b>	<b>\$ (2,766.08)</b>	<b>\$ -</b>	<b>\$ (2,766.08)</b>		
<b>Net Income</b>	<b>\$ (17,752.58)</b>	<b>\$ (12,077.00)</b>	<b>\$ (5,675.58)</b>	<b>146.99%</b>	<b>\$ (36,488.92)</b>
					\$ (5,000.00)
					\$ 60,244.44
					18,755.52



**St. Elizabeth's Episcopal Church  
Balance Sheet  
As of December 31, 2014**

	<b>TOTAL</b>
<b>ASSETS</b>	
Current Assets	
Total Bank Accounts	\$ 565,169.54
Total Current Assets	\$ 565,169.54
<b>TOTAL ASSETS</b>	<b>\$ 565,169.54</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Total Other Current Liabilities	\$ 8,128.71
Total Current Liabilities	\$ 8,128.71
Long-Term Liabilities	
2000.01 Loans	97,519.19
Total Long-Term Liabilities	\$ 97,519.19
Total Liabilities	<b>\$ 105,647.90</b>
Equity	
3000.01 General Fund Balance	-90,336.04
3100.01 Together Now Campaign	174,609.28
3100.02 Capital Maintenance Fund	0.00
3100.03 Fair Trade Coffee Fund	0.00
3100.04 Fellowship Fund	0.00
3100.05 Flower Fund	35.00
3100.07 Memorial Churchyard Fund	335,161.14
3100.08 Music/choir fund	0.00
3100.09 Outreach Fund	0.00
3100.10 Rector Sabbatical Fund	0.00
3100.11 Restricted Gift Fund	22,468.15
3100.12 Softball Fund	-1,750.00
3100.14 ASP (formerly Youth Mission)	4,091.42
3100.15 J2A Pilgrimage Fund	2,386.54
3100.16 City Mission Fund	0.00
3100.17 Rector's Discretionary Fund	19,749.61
3100.19 Restricted Gift - Adult Ed	0.00
3100.20 Unrestricted Gift Fund	10,859.06
Net Income	-17,752.52
Total Equity	<b>\$ 459,521.64</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 565,169.54</b>

Wednesday, Jan 28, 2015 04:25:11 PM PST GMT-5 - Cash Basis

# Treasurer's Report

**St. Elizabeth's Episcopal Church**  
**Statement of Cash Flows**  
**January - December 2014**

	<b>TOTAL</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	\$ (19,085.79)
Adjustments to reconcile Net Income to Net Cash provided by operations:	
2100.63 Accounts Payable	\$ (2,962.07)
1200.03 Prepaid pledges	\$ (2,520.22)
2100.62 403(b) withholding payable	\$ (241.04)
2100.64 Rector Discretionary match payable	\$ 5,000.06
Net cash provided by operating activities	<b>\$ (19,809.06)</b>
<b>FINANCING ACTIVITIES</b>	
2000.02 Loans/Debt Service	\$ (20,543.27)
3000.01 General Fund Balance	\$ 17,870.05
3100.01 Together Now Campaign	\$ 42,907.62
3100.07 Memorial Churchyard Fund	\$ 328,310.98
3100.09 Outreach Fund	\$ 75.18
3100.10 Rector Sabbatical Fund	\$ (3,000.00)
3100.11 Restricted Gift Fund	\$ 8,080.00
3100.12 Softball Fund	\$ (1,750.00)
3100.14 ASP (formerly Youth Mission)	\$ (4,890.93)
3100.15 J2A Pilgrimage Fund	\$ 1,935.32
3100.17 Rector's Discretionary Fund	\$ (4,978.66)
3100.20 Unrestricted Gift Fund	\$ 100.00
Net cash provided by financing activities	<b>\$ 364,116.29</b>
Net cash increase for period	<b>\$ 344,307.23</b>
Cash at beginning of period	<b>\$ 217,862.61</b>
Cash at end of period	<b>\$ 562,169.84</b>

**Together Now Comprehensive Campaign  
2014**

<b>Beginning Balance</b>	130,722.46
<b>Donations Received in 2014</b>	180,493.50
<b>Expenditures:</b>	
<b>Stephen's Ministry</b>	(1,460.47)
<b>Assistant Rector</b>	(79,443.74)
<b>Rectory Renovations</b>	(55,702.47)
<b>Balance in Together Now Fund Available for Other Uses</b>	174,609.28

# Treasurer's Report

# Committees & Activities

Acolytes

Altar Guild

Buildings & Grounds

Christian Formation

Adult Education

Catechesis of the Good Shepherd

Journey to Adulthood

S.T.O.P.

Youth Mission Trip

Coffee Hosting Ministry

Communications

Fellowship Committee

50 /100 Celebration

Finance Committee

Flower Guild

Liturgy

Music Ministry

Newcomers Committee

Nursery

Outreach Committee

Pastoral Care

Stephen Ministry

Eucharistic Ministers

Healing Ministry

Small Groups

Stewardship

## ACOLYTES

Well, if any service felt a windfall from the 50th Anniversary celebrations at Saint Elizabeth's it was the Acolytes. With a cameo appearances from a half dozen acolytes who trained in the 80s, 90s and 00s under Vernon Clark's capable tutelage, we had over 21 individuals serve this year, including:

Andrew Briasco-Stewart

Emily Dewey

Jake Fischer

Kathryn Kimble

Hannah Knaul

Davis Kornblum

Ben Lepordo

Sam Lepordo

Hannah Lepordo

Jordan McNeill

John McNeill

Vernon Nixon

Ben Perry

Sarah Perry

Emily Perry

Brooke Perisho

AnnaMelora St George

Kiersten Varner

Todd Wallingford

Chris Wilkins

Andrew Wilkins

We are grateful to everyone for their participation. Looking ahead, our focus will continue to be finding the right mix of adult and youth, as well as regular and occasional acolyte servers to make this roster more robust. We welcome all suggestions and new candidates.

Respectfully submitted;

Rick Watson and Susan Dewey

Acolytes

## ALTAR GUILD

The St Elizabeth's altar guild continued to set God's table each week in the chapel and church. This past year we worked with the Creative Worship Team in establishing new family friendly services and changing some of our more celebrated services to fit the needs and concerns of our parishioners. Over the summer a family friendly approach was incorporated into the weekly Sunday service. This was to encourage parishioners, big and small to participate in the Eucharist. After a summer of experimenting with different table settings, Jack, the Assistant Rector was able to come up with a final set up for these services. In order for the children to participate we needed to create a lower altar setting, along with the use of smaller chalices and wine cruets. Jack wrote up instructions for the altar guild to use with pictures and written instructions. During our annual meeting she went over with the members the instructions and answered any of our questions. The instructions are now in the altar guild manual for everyone to follow on the family friendly Sundays.

During our annual meeting we reviewed the set up procedures from our various services and decided to create a check off list for our members to use each time they are in charge of any given Sunday. This will help our newer members feel confident that everything is done correctly.

We are always seeking parishioners who would be interested in this ministry. It is a ministry that can be easily adjusted to one's busy life. Members are asked to participate in 3-4 months out of the year and there are always 2 people working together per month. If you are interested please feel free to contact any of the members listed below. This is a ministry is that is good for the soul!

Respectfully submitted:

Clare Perry, Chair

Josie Baggott

Kristin Fisher

Ruth Griesel

Karen Hodder

Jane Newton

Terry Rourke

Stevie Spina

Linda Trail

## Report of Buildings & Grounds 2014

The Buildings & Grounds Committee manages and cares for the physical plant of St. Elizabeth's through a combination of standing vendor relationships, independent contractor relationships, and volunteer efforts. The duties of the committee include organizing the fall and spring clean up efforts, general grounds maintenance, maintaining all permits and inspections, hiring carpenters, plumbers, and other specialists when needed, and completing other repair and improvement tasks directly. The goals of the committee each and every year are to maintain our buildings & grounds cost-effectively for the safe and comfortable enjoyment of all our parishioners and visitors.

The Buildings & Grounds Committee continued the focus on repair, restoration and energy efficiency in 2014. Q1 and Q2 efforts were very focused on completing the improvements to the Rectory and readying it for rental. In 2014 this effort included:

- completion of the window replacement project,
- a full interior repaint,
- Massachusetts lead certification,
- installing a natural gas line to supply a clothes dryer,
- refinishing of the hardwood floors,
- garage cleanout,
- repaving the driveway, and replacing various lighting fixtures.

The rectory is currently rented. The uplift to the rectory was a huge effort and was successful in no small part due to the efforts of **Walter Morgan, Nancy Morgan, Art Franke, and Ian Springsteel.**

We were fortunate to have two young Sudbury Residents, **Anna Cass** and **Sam Owens**, show interest in performing their Girl Scout Gold Award and Boy Scout Eagle Scout Award projects (respectively) at St. E's. **Anna**, with guidance from B&G team member **Eric Becker**, designed and installed a beautiful sustainable perennial garden in the area behind the atriums. **Sam**, with **Gifford Perry's** guidance, took on the project of redoing the path to the chapel, including railings and benches. Both projects were done extremely professionally.

As usual, B&G also organized two clean up events for the grounds of the church, and hired some additional assistance from landscaping companies to do targeted work (chapel clean-up and mulch distribution), both around the main church building and up by the Chapel.

# Buildings & Grounds

The Spring and Fall cleanups were great successes. Thank you to all who turned out to lend a helping hand to keep our grounds looking great (**too many to call out by name!**)

Other B&G projects executed in 2014 include:

Eliminating the dumpster in favor of rolling bins and 'mixed stream' recycling provided by Orifice. This will improve our recycling efforts at the church, provide the needed waste disposal volume, and provide a minor savings over our prior service.

Executing unplanned and somewhat expensive repairs to our heating system (zone valve replacement)

Developing annual forward-looking budgets for Buildings and Grounds that include useful life planning and capital improvement budgeting.

Pumping the church septic system (which was overdue, and 10 years since last pump)

Hanging a projector screen in the Parish Hall for use at the anniversary celebration (and future activities)

2015 planned activities will include bathroom faucet replacement, heating system updates (circulation valve improvements), installing changing tables in the lower restrooms, paint-work throughout the church, replacement of the broken basement screen door at the Rectory, select interior painting jobs, and other projects as needed. There will likely be some exterior work (trim, painting) that will be scoped and executed in conjunction with the comprehensive campaign improvements.

A warm thank you to all our Buildings and Grounds team members, including **Art Franke, Gifford Perry, Eric Becker, Dave Wallingford, Harry Ainsworth, Ian Springsteel, Steve Kenney, Tim White, Walter Morgan, and the always-smiling Nancy Morgan.**

**Parish and leaders of St. E's** – in many cases the B&G team is not always aware of items that need attention. Please do not hesitate to reach out to us if you notice something that needs repair replacement, or improvement. Our goal is to maintain and continuously improve our facilities to provide a functional, safe, and aesthetically pleasing environment for the community, and your feedback helps us deliver on that goal.

Respectfully submitted,

Dave Mitchell



## Adult Formation 2014

### Study Groups:

#### Morning Bible Study

Our longstanding morning bible study continues on Tuesday mornings at 10:00am. Last spring, we continued our study of Genesis using materials based on the work of Old Testament scholar Walter Brueggemann. This fall, we have moved on to Exodus, and begun using Intersivity's inductive method. We don't use outside resources, but delve deeply into short passages, listening together for what the text means and what it has to do with our daily lives. All are welcome.

#### Evening Bible Study

An evening bible study was started last fall to allow working adults and those otherwise busy during the day to participate in a regular bible study. Starting in October, the group has met six times and meets every other week. Meetings are held on Wednesdays, with gathering time and snacks at 7:15pm and bible study from 7:30 to 8:30pm. We have begun by exploring the book of Joshua and loosely follow the Intersivity inductive method for discussion. Lively discussion ranges from historical geography to God's messages to the Israelites.

--Andrew and Elle Heier

#### Book Group

Once a month the St. Elizabeth's Book Group meets to discuss a variety of books. Our focus has been to feature books that will touch on social justice issues, creating engaging, challenging and interesting conversation. Below is a list of the books we featured in 2014. The book written by John Esposito "What Everyone Needs to Know About Islam" created moving conversation and an interest to better understand the Islamic beliefs. A member from the Islamic Center of Boston was invited to speak at St. Elizabeths. She also met with the book group and members of the congregation for lunch and further conversation.

#### Books for 2014:

- State of Wonder - Ann Patchett
- Infidel - Ayaan Hirsi Ali
- Atlas Shrugged - Ayn Rand
- What Everyone Needs to Know About Islam - John Esposito
- The Fault in Our Stars - John Green
- Holy Warriors: A Modern History of the Crusades - Jonathan Phillips

# Christian Formation - Adults

- Puritan Village: The Formation of a New England Town – Sumner Chilton Powell
- A Prayer for Owen Meany - John Irving

For 2015 we are trying a new schedule. We will meet on Sunday afternoons following the Sunday Service. The dates may change depending on consensus of the group. Our next meeting will be on February 22<sup>nd</sup> at 11:30am. The book we will be discussing is “A Stranger in the Kingdom” by Howard Frank Moshier. For the month of March we will be reading “Democracy in America” by Alexis de Tocqueville. We welcome new members and invite you to join us as we begin to select our books for the 2015 year.

--Nancy Morgan

## Other Opportunities:

### Lenten Series

On the 5 Wednesday evenings in Lent, we gathered for a simple service of Eucharist, a soup and bread supper, and conversations about race. These were organized Faith Tolson. Chuck and Mary Sue Willie, Susan Berry, Mandy Fleming, and I. The first evening of the series, we attended an amazing concert of the Morehouse Glee Club and shared dinner together, thanks to the incredible generosity of Chuck and Mary Sue.

### Sunday Forums

In March, we had 2 special forums after the 10am Sunday services with our guest preachers. The first was a conversation and Q&A about Islam with Shaheen Akhtar of the Islamic Center in Wayland. It was attended by almost 30 people. The second was with the Rev. Liz Steinhauser from St. Stephen’s Episcopal Church, South End. She preached a powerful sermon about Jorge Fuentes, a young man who grew up at St. Stephen’s and was shot and killed in September of 2012. Her forum focused on efforts by the Diocese of Massachusetts and St. Stephen’s to address violence in the Boston area, and how St. E’s could participate. About 6 people attended, and the presentation led to several new or reinvigorated outreach efforts.

### Advent Quiet Day

In December, we organized an Advent Quiet Day using materials developed by catechists in the COGS program. They invited meditation on Advent themed scripture with reflection questions, music, and art materials. Eight people participated in the retreat.

**If you have ideas for programs you would like to see in 2015, please let me know!**

Respectfully submitted,

The Rev. Jacqueline Clark

## Catechesis of the Good Shepherd

The COGS program continues to be quite strong under the dedicated leadership of catechists and assistant catechists for the Transitional Atrium and Levels I, II, and III. The program was also supported by Faith Tolson, Coordinator of Christian Formation for Children and Youth through the end of the 2013-14 year.

We were very fortunate to have two new parishioners take on the role of Assistant Catechist: Emmy Cole joined Level 2 in February of 2014 and Susan DeMichele joined Level 1 toward the end of 2014. New catechists are always welcome and are, in fact, needed in order to ensure that we are able to offer the COGS program to our children. Often parishioners would like to learn more about the program before making a commitment to become a catechist. Some learn more about the program by serving as aides, others through a relatively new position called assistant catechist. This role, which includes making presentations, is great for people who want to increase their participation in the COGS program but are unable to take the catechist training.

At the end of the 2013-2014 year, Chris Howard decided that it was time to retire from the COGS program. Chris has been a familiar face in the Level II atrium for many years, bringing her dedication and delight to the atrium and its children. She has also coordinated the Liturgy of the Light for a number of years, making sure all the details and supports are in place so the children can offer us a wonderfully touching service on Easter Eve. Thank you, Chris!

At the end of the 2013-2014 year, we also said goodbye again to Donna Holdman who had returned as Materials Coordinator, in a short-term capacity. Donna had been an essential part of the COGS program for many years, and we were extremely fortunate to have come out of "retirement" to rejuvenate the materials program. With her departure, Angela Crocker has ably taken over these duties.

Thank you to all the aides who helped in the atriums, and a special thank you to Cathy and Marie Briasco who serve as aides coordinators and are available each Sunday to fill in where needed in the atria. The COGS program is very fortunate to have had Donna Holdman and now Angela Crocker making sure that the materials needed are available and in good condition. Finally, the children of St. Elizabeth's are fortunate to have a wonderful and dedicated group of catechists and assistant catechists accompany them on their spiritual journeys.

# Christian Formation- Children

Transitional Atrium: Susan Dewey, Sarah Duffy, Eric Becker

Level I: Ruth Griesel, Suzie Kornblum, Derek Zurn, Susan DeMichele

Level II: Kihm Sanders, Emmy Cole, Chris Howard, Mara Huston, Derek Zurn

Level III: Lisa Kenney, Kris Wile, Angela Crocker

Aides Coordinators: Cathy Briasco, Marie Briasco

Materials Coordinator: Donna Holdman, Angela Crocker

Respectfully submitted;

Susan Berry

## Journey to Adulthood

The Journey to Adulthood Program is based on the key concept that “Manhood and Womanhood are gifts from God, but Adulthood must be earned.” It encourages our teens to explore the four areas of Self, Spirituality, Sexuality and Society, and learn to connect their faith to all areas of life. It is the hope of all of us that this program fosters an environment of wholeness and authenticity and helps teens develop a life-changing relationship with the God who created them. We have been blessed with wonderful leaders who have offered their time and talent to work with this amazing group of young people. As you will see below, the first year of the two-year cycle was completed in June and the second began in September

Here are some highlights:

### Rite 13

The first two years (Grades 6-7 or 7-8) celebrate the individuality of each young teen and their creative potential, while exploring Biblical stories of God and God's people. The Rite-13 liturgy (Celebration of Manhood and Womanhood) is the community expression of this and serves as a rite of passage from childhood towards adulthood. (Leaderresources.org)

### **2013/2015 Leaders Janice Darias, Michael Comer, Steve Kenney and Lucie St. George**

This cohort of Rite 13 began in September 2013 and will continue until June 2015. During 2014, the children continued learning from the Rite 13 curriculum with its themes of self, society, sexuality, spirituality, and prayer. Each lesson includes, an opening prayer, scripture, activities to help us understand the topic more deeply, closing prayer, and, of course, snack. In addition to lessons, Rite 13-ers have enthusiastically embraced outreach activities, including cooking for and serving at the Miracle Kitchen, helping with the spring baskets, contributing to the preparations and organization of the Giving Tree, and selling books for the 1st grade class at Blackstone Elementary School in Boston. We look forward to celebrating this amazing group of young people through the Rite 13 Ceremony, welcoming them to young womanhood and manhood on May 17, 2015.

### J2A

The second two years (grades 8-9 or 9-10) of the Journey to Adulthood program are spent in the J2A class, which culminates in both confirmation and pilgrimage. J2A “helps teens create and understand the importance of Christian community as they develop critical thinking and other skills they will need in adulthood.” Lessons this year touched on subjects such as gender proving in media, equality and social justice movements, and foot washing.

### **2013/2015 Leaders Jane and Jim Newton, Mike Perisho, Kristen Collins, Graham Daley**

The class of 2015 participated in fundraising for the ASP/Pilgrimage Fund in the Spring. Several of our class joined the ASP trip in the summer of 2014, which was a great experience full of spiritual and personal growth.

This Fall, the J2A class started our second year with a lock-in. We watched a movie and ate junk food, as well as had a beautiful candle-lit service in the chapel. It was a great bonding

experience.

This year, the J2A class has been focused on planning our 2015 Pilgrimage. We decided to use the Wonder Voyage company and have spent many meetings thinking and praying about what a pilgrimage is and what we want ours to look like. We will be traveling to Oregon this summer and planning is still ongoing.

Confirmation classes started in January and students will be confirmed in the spring of 2015 after a retreat to the BCH Camp and Conference Center in March.

J2A Students held a coffee hour bake sale and will be holding the annual chili fundraiser in February.

## YAC

### 2013/2015 Leaders Meg Striepe and Graham Daley

The last two years (11th and 12th grade) of the Journey to Adulthood program are referred to as YAC, which stands for **YOUNG ADULTS IN CHURCH**. YAC students are encouraged to accept more adult peers as they explore their faith more deeply and struggle with the details of transitioning from teenager to young adult in today's world.

Starting at the end of January, students participated in a 3 part "Hunger Games" series led by Jack. Conversations compared Panem (the trilogy's setting), the Kingdom of God, and our world, and explored how various characters act "toward" the Kingdom. They also were involved in fundraising activities for the ASP trip, as well as some breakfast meetings to determine the direction of the group and regular meeting times that work for all the students' busy schedules. The YAC class is still in the process of getting regular weekly meetings under way and determining what service projects we would like to do.

The class of 2015 went on ASP in July of 2014. They began their preparation with the first of much training at the home of the Franke's. The ASP trip was hugely successful (see ASP report), and the students grew tremendously with respect to their relationship with God, themselves, and each other. Upon returning, they participated in a Reunion lock-in, with guided reflection and discussion of the "re-entry" experience. They shared their experiences with the congregation in an October service by writing and reading their own reflections.

Respectfully submitted,

Graham Daley

## S.T.O.P.

**S.T.O.P.** is an education initiative established in 1991. The program was designed and implemented by representatives of three faith organizations in Sudbury, Massachusetts with the support and assistance of the Anti-Defamation League's Making a Difference Program.

This program is a seven week curriculum, aimed at Junior High School students and facilitated by Senior High school students.

Through the use of games, activities and facilitated peer discussions, participants learn how to recognize and respond to stereotypes, prejudice and discrimination.

### **Goals of The S.T.O.P. Program:**

- To heighten participant's awareness concerning issues of prejudice and discrimination
- To give students the strategies to confront prejudice and discrimination
- To develop and affirm leadership skills in participating teens

Respectfully submitted;

Carrie Lepordo

S.T.O.P.

## Appalachia Service Project 2014

On July 19<sup>th</sup>, 29 youth and 12 adults from St. Elizabeth's and St. Andrew's, Framingham piled into 6 vans and drove from Sudbury, Massachusetts to Wise County, VA to make homes warmer, safer, and drier; to build relationships; and to be transformed in the process.

On **Sunday**, we moved into the ASP Center, the now-closed St. Paul's High School. Each team sent an adult and a youth to visit their site, meet the family, and get oriented on the project. This was the first time ASP had been in Wise County for 20 years, so we were aware of the importance of being strong ambassadors.

On "Mosey" **Monday**, we learned the morning rituals of praying, eating, lunch making, water jug filling, and van packing. Over dinner, we shared stories about our work activities and families, from 9-day old baby Marley to blind 91-year old grandmother Ruth. At Evening Gathering (EG), ASP Staffer Anthony Reyna described how he'd grown up trying to please others as "St. Anthony" but was not being true to himself in doing so. His first ASP experience helped him launch his "journey of authenticity" and he hasn't looked back since. Afterwards, we made our inaugural trip to "Ma and Pa's" restaurant where we enjoyed ice cream and our first exposure to bluegrass music on the outdoor stage.

On **Tuesday**, Lindsey got us all started with Morning Devo. We started to grasp the various ASP protocols and began gaining traction on our work sites. We also deepened relationships. 10-year old Brittany gave a hammering demonstration to Tim, Casey, and Mary and wound up out-hammering them all! She then looked "deep into our souls" and gave us new first names once she'd studied us sufficiently. For Tuesday evening's "culture night," we were entertained by "The Bluegrass Circle," a local band consisting of 2 rhythm guitars, a big bass, a banjo, and a mandolin player named Pooch celebrating his 73rd birthday. They got us all up to dance, but the highlight of the evening came when Graham accompanied the Circle on a few songs and when Big Bad John McNeill performed "Big Bad John."

**Wednesday:** The work projects in the last week of the ASP schedule were either: (1) frenetic scrambles to accomplish big chunks of work (e.g., replacing entire rooms with wallboard and ceilings) or (2) meandering traipses of underpinning, tile cutting, and floor finishing. One house was triple-crewed today, with one group painting the front of the trailer, another completing underpinning in the back, and a third tiling 2 rooms. Another house was double-crewed, working on an unfinished kitchen. At Kirt's house, 5 tons of crushed rock was delivered, and youths pitched in with shovels, wheelbarrows with deflated tires, and buckets to distribute the stone across the new driveway. Today also saw a mini-paint fight, deer feeding (by hand!), and the birth of kittens. Our goal was to finish as much as possible, since the ASP work stops this week (ASP will try to secure free labor from Helping Hands or will hire contractors to complete unfinished work next week, but those costs cut into their budget significantly). At EG, ASP staffer Katherine talked about how she began to let God into her life after her first ASP trip. Up until that point, her faith was to "fake it 'til you make it," especially after her older brother died. But



ASP awoke in her the spirit of Christ and all the challenges that come with publicly proclaiming her faith. Based upon the gazes on our faces, her story really hit home.

**Thursday's** challenge was torrents of afternoon rain. Fortunately, most of us were doing interior finishing work. Thursday's big event is the cookout at the local park with all the volunteers and our work site families. Not only was this night full of fun, it also provided an opportunity for groups to connect with their families outside of the working environment. One adventurous group dared to swim the Clinch River adjacent to the park. Because of the thunderstorms, the river was quite muddy and turgid, but the group clambered down the embankment, holding hands and screaming with joy as they let the current slowly carry them downstream. Later, several youths attended the open staff meeting to learn more about becoming an ASP staffer down the road.

We began **Friday** with Brooke's moving devotional. Most groups completed their work and had time to talk with their families before saying goodbye. One group brought a birthday cake and a large, hand-made card to Miss Ruth for her 92nd birthday. Two vans stayed late at Kirt and Teresa's home to leave it presentable and spotless—thankfully the ASP staff saved them some pizza. At the EG, each person shared a "God-sighting" from the week. Many revolved around the resilience of 91-year old Ruth, the grace and love of 12-day old baby Marley, the hope of 10-year old Brittany, and the frustration/satisfaction in cutting arched particle board for an unfinished kitchen of a cancer-stricken Kirt and Teresa. It left us with a strong sense of accomplishment and awe. Then we headed to Ma & Pa's for ice cream and the country/rock music of a band called "Highway 72." The band rocked out to "Sweet Home Alabama," "Proud Mary," "Rocky Top," and our all-time favorite, "Wagon Wheel." Both the store owner and the lead singer took out their phones to video our youth (and adults!) on the dance floor. We closed the place down at 11:30pm. The adults collapsed in a heap while the youths frolicked in the gym. Chris and Larry St. George heroically stayed up late to herd the remaining youths into bed by 1am.

Finally, at 5:45pm on **Sunday**, our six-van caravan pulled into St. Elizabeth's parking lot. After many hugs goodbye, we went home exhausted, satisfied, and changed.

Respectfully submitted,

Eric Kimble

# Coffee Host Ministry

## COFFEE HOSTING MINISTRY

At St. E's we have many opportunities for connecting with one another. not the least of which is the weekly gathering after the Sunday service known as the "coffee hour". Each week the refreshments are provided by one of several coffee hostesses who rotate throughout the year from September through June. Their gift of time and effort is greatly appreciated and is truly a ministry. This year we have had ten volunteers and could always use more...men included. I would be happy to speak to anyone regarding this activity. We provide nut-free and gluten-free alternatives including fruit and juices, plus water. We keep the children's snacks separate from the adult's. There is a budget for this activity which means the cost of any purchased items can be reimbursed. Grateful thanks to everyone involved in this effort.

Respectfully submitted.

Betsy Wallingford, chair

Carolyn Bacon

Janice Darias

Kristin Fisher

Addie Krebs

Kristine Mitchell

Susan DeMichele

Diana Pease

Jeremy Perisho

Kristen and David Varner

## Communications Report

The Communications Committee is responsible for facilitating the sharing of information across multiple mediums with Saint Elizabeth's parishioners and the Sudbury Community. We do this with a variety of content published in:

Our newsletter, *The Mantle*

Our web site, [st-elizabeths.org](http://st-elizabeths.org)

Media submissions, such as articles in the Sudbury Town Crier

Saint Elizabeth's newsletter, *The Mantle*, serves as the primary means of communicating what is happening at St. E's. We published our planned ten monthly *The Mantles* along with our summer issue. *The Mantle* provides well designed, colorful content for all members of the Parish. Many parishioners choose to receive the Mantle via email, which has contributed to postage savings and providing environmental benefits. All previous *Mantles* from 2007 to the present are posted in the archives area on the St. E's web site. In 2014, one of our two co-editors resigned due to illness, and we are actively looking for help. Editing *The Mantle* each month takes 8 -10 hours and includes sending due date reminders, gathering articles, photos, event and activity details, and formatting the material using Microsoft Publisher. In 2015, we hope to have *The Mantle* proof-read prior to Barbara's review. In order to do this, we will need to enforce deadlines to allow for the extra time required for proof reading. Input into the content and design of *The Mantle* is always very much appreciated. Contact us if interested.

In February 2014, the Committee created the **St. E's Tech Team**, which is focused on the many technology related projects for the staff and parish. Early in the year, the newly formed team met with the staff to prioritize tech-related needs. The vestry approved the following projects, all of which were completed in 2014:

**New projector and projection screen** – used during 100<sup>th</sup> Chapel and 50<sup>th</sup> Church Anniversary Celebrations

**Web site upgrades** – chapel and church history and videos, online forms bin, search, time capsule archives

**Bad Weather Alerts Service** – sign up to be notified if events are cancelled due to bad weather

**Email** – Staff email system migrated to a Office 365, at no cost to St. E's through non-profit program provided by Microsoft

**Telephone, Internet, TV** – Major communications infrastructure replacement for improved reliability

**Computer system upgrade** – Computer system and scanner upgrades to replace obsolete

hardware

**Wireless Microphone** – Two wireless microphones were missing and were replaced

In 2015, the Tech Team plans upgrades to the st-elizabeths.org web site, migrate to a new email list service provider, investigate increased social media usage, and more. We welcome any members who may want to contribute their time and tech talents.

The Communications Committee would like to thank the many parishioners and church leadership for their contributions of content throughout the year. We especially thank those that helped to create the Anniversary videos. We welcome written content for *The Mantle*, web site, bulletin board, and Sudbury Town Crier. We also encourage other parishioners to join us in spreading the great word and fun times of Saint Elizabeth's.

Respectfully submitted,

Pat Coffin

Paul Grous

John Howard

## The Fellowship Committee

Whether it's the spring and fall picnics following the Sunday service, the family activities and games of the Winter Weekend or the good food and even better entertainment that mark the Dickens Dinner; Fellowship activities contribute to the rich sense of community and support the healthy spiritual life that we enjoy at St. Elizabeth's.

Last year's Winter Weekend drew a full house at the Cranmore Inn in North Conway New Hampshire. The weekend, organized by Arlene Stevens included skiing, tubing, shoe shoeing, and for the non-winter sports lovers, a healthy dose of shopping and relaxation. David Mitchell, team builder extraordinaire, led us through a rollicking set of games following dinner. The Winter Weekend, now in its 24th year has become one of our most popular Fellowship activities.

Nearly 200 parishioners turned out for the summer picnic in June while a beautiful day in early October provided the back drop for not only the fall picnic but our 50<sup>th</sup> Anniversary celebration as well.

Last December we packed the Parish Hall for one of the most memorable Dickens Dinner in recent memory. Thanks to the efforts of dinner chair Joel Gardiner, Fellowship Committee members, kitchen "czar" Larry St. George and his team of cooks, the dinner attracted a lively group of party goers including our good friends from St. John Lutheran Church. John McNeill entertained us, as both a performer and MC, and Mary Sue Willie and the choir provided the musical notes for the evening

Organizing and carrying off these and other Fellowship activities requires the involvement of many people. As we conclude this year's report we want to acknowledge those Committee members and the many other parishioners who have helped cook or set-up or plan Fellowship activities over the past 20 years. Thank you all!

This year marks a significant change in the Fellowship Committee as we have lost, or will soon lose, John and Arlene Stevens, Larry Jobson and Susan Newlin and Joel Gardiner to relocation moves and Linda Trail, Harry Ainsworth and Ray Considine to "retirement".

We are looking to build a new Fellowship Committee for St. Elizabeth's and we welcome your involvement. For more information on how you can become involved in planning next year's Winter Weekend or Dickens Dinner or creating new Fellowship activities, please contact the Wardens or a Vestry Member.

Respectfully submitted,

Ray Considine & Arlene Stevens  
Fellowship Committee Co-chairs

Fellowship

## Report of the 50/100 Celebration Committee

We honored the 100<sup>th</sup> anniversary of the completion of the construction of St. Elizabeth's Chapel with a superb celebration in May. Committee members John Howard, Dave and Betsy Wallingford, Terry Rourke, Kihm Sanders, Cliff Card, and Jim and Karen Hodder all worked together to assemble a stellar event. John Howard led the charge delighting in researching the chapel, St. E's early history, and Ralph Adams Cram all of which came together in the excellent 20-minute video, which wowed everyone. John also compiled the descriptions of artifacts and their history for the use of parishioner tour guides. Terry Rourke and Clare Perry laid out an attractive display of tapestries, vestments, photographs, and Terry's sketches.

In addition, during the Chapel tour, Mary Sue Willie sang "Four Songs for Voice and Violin", accompanied by Bonnie Bewick Brown, parishioner and violinist for the Boston Symphony Orchestra, holding the Mary B. Saltonstall chair.

We found that a number of former parishioners who grew up at St. E's made the effort to come as adults from as far away as Rhode Island to attend the event. In all something close to 115 people outside of the current membership went through the chapel. In some ways it was like old home week. Vernon Clark was in his element holding court all afternoon, visiting with former parishioners.

The October celebration of the 50<sup>th</sup> anniversary of the completion of the construction of the church was truly wonderful and the product of the labors and talents of many parishioners including Terry Rourke who produced a beautiful watercolor for the occasion, prints of which are available for \$100 each; John Howard who produced a second video; Vernon Clark who reached out to former parishioners and clergy and arranged for six acolytes (adults who had been acolytes in their youth); Rick Watson who rehearsed the acolytes; Clare Perry, Mandy Fleming, Kiersten Varner who decorated the church; Louise Bendel who provided balloons; Karen Hodder who did the altar flowers with roses and wheat for St. Elizabeth of Hungary; Paul Grous who oversaw the purchase, contribution of contents, and ceremonial burial of the time capsule; and Janice Darias who ordered and distributed individual red roses to every parishioner.

Mary Sue Willie arranged special music for parishioner instrumentalists Bonnie Brown, Cathy Briasco, Thomas Small, Tim Howard, and Adam Howard. A highlight was the Prelude to the service: Mary Sue singing "Singet dem Herren" by Dietrich Buxtehde accompanied by Cathy Briasco on piano and Bonnie Brown on violin.

Jacqueline Clark designed and printed the prayer cards; Barbara Williamson worked on the liturgy with Bp. Cederholm and assigned parts to the visiting clergy; and last but not least, Betsy Wallingford enlisted the aid of parishioners to work on various aspects of the picnic as follows:

**SET UP:** Dave Wallingford, Kihm Sanders, Cliff Card, Carlo and Sam Lepordo, James Santomenna

**KITCHEN:** Arlene Stevens, director of operations. Christine Robak, Cecelia Small, Beth

Santomenna, Addie Krebs, Angela Crocker , Beth Grous, Christine Howard

GRILLING: Dave Wallingford, David Small, Larry St George, Andrew Crocker, David Krebs

CLEAN UP: Dave Wallingford, David Small, Tom Small, Art Huston, Scott Fisher, Cliff Card, Larry St George, Beth Santomenna, Steve Kenney

BEVERAGES: John Stevens

Many hands make light work, and the light was brightly shining on the occasion of both of these wonderful celebrations.

Respectfully submitted,

The Rev. Barbara Williamson

# 50/100 Celebration

## Finance Committee

In 2014, the Finance Committee met eight times and has been meeting on a monthly basis since June. The Committee's primary activities have included:

- Reviewing monthly financial statements in advance of the monthly vestry meetings.
- Reviewing various non-recurring vestry expenditure requests and associated funding sources, such as improvements to the rectory and the technology infrastructure.
- Reviewing and providing input to the rectory rental rate and the corresponding lease agreement.
- Working with the Treasurer to develop the 2015 annual operating budget, which was approved at the December vestry meeting.
- Beginning to develop a five year financial plan for the parish. A critical concern is the parish's ability over the next several years to increase pledge income to meet ongoing operating costs, as the subsidy from the Comprehensive Campaign for the assistant rector position phases out and as we pay off existing debt. Several drafts of the plan have been prepared, and a final version – to be updated annually – will be presented to the vestry in 2015.
- Overseeing the completion of an independent audit of the parish's finances. After reviewing several bids, the Committee selected an auditor on the basis of his extensive experience in auditing churches within the Diocese and his extremely reasonable price. The auditor made several useful recommendations for improving our financial reporting, but found no significant deficiencies. Two particularly helpful recommendations from the audit report are (1) to update our financial policies and procedures manual, and (2) to prepare a listing of all the parish's fixed assets (property, furniture, fixtures and equipment). The Committee will oversee efforts to complete both of these recommendations in 2015. The audit report was sent to the vestry for approval.
- The Committee took several actions during 2014 with respect to the parish's endowed funds. The endowed funds currently amount to about \$335,000 and are being held in a money market account. Additional funds are earmarked for the endowment from the Comprehensive Campaign. The Committee prepared an amendment to the 2010 enabling resolution that established the regulations for supervising the endowed funds. Under the amendment, supervision of the endowed funds would fall under the responsibility of the Finance Committee. The amendment was presented to and approved by the vestry. In addition, the Committee began to interview prospective managers for the endowed funds. The Committee heard a very informative presentation from the Trustees of Donations (which manages funds for the Diocese and many of the parishes in the Diocese) in December. Additional managers will be compared in upcoming months, with a goal of selecting a manager in the next few months.



The Committee has had a busy and productive year, and I want to thank all of the Committee members for their hard work, their thoughtful participation, their kind spirits and their collective sense of humor.

Respectfully submitted,

Stuart Hamilton

Members of the Finance Committee: Stuart Hamilton (co-chair), Steve Kenney (co-chair), Trey Stowell, Bob Dawson, Michael Comer and Erica Treese.

Ex Officio Members are the Rector, the Treasurer, the Assistant Treasurer and the Wardens.

# Finance Committee

## Flower Guild

Each Sunday the shelf behind our altar is adorned with a lovely floral design, created by one of the five members of our parish who are "The Flower Guild". It is a privilege to have this responsibility, an integral part of our worship space. Sometimes the flowers are dedicated by a parishioner in memory of or in honor or thanksgiving for someone special; otherwise they are given "To the glory of God ". Outside of the office area there is an appropriate place to sign up for a floral donation whereupon the Parish Administrator, Peg Scarlata, will obtain the details of the dedication from the donor. The Guild does not have a budget which means a financial donations is requested. At Christmas and Easter the flowers that beautify out worship space are financed by the generosity of parishioners and are appropriately memorialized in the bulletin.

Some additional members would be most welcome, you do not have to be a professional, only a lover of flowers with a desire to work with them.

Respectfully submitted,

Betsy Wallingford

Karen Hodder

Laura Hacker

Marie Briasco

Anna Cass

## Liturgy 2014

2014 has been a year full of creative worship at St. Elizabeth's. This is primarily the result of our new Creative Worship Team, which met for the first time in early 2014. We begin meetings by reflecting deeply about worship—our experience of it, what it means to us, the meanings of each season—to ground us in our work. We then consider how our worship might reflect the themes of the season, meet the needs of our congregation, and facilitate an experience of God's presence. The Creative Worship Team's work has included:

- **Reimagined Ash Wednesday Service:** In addition to the imposition of ashes, worshippers were invited to write whatever was getting in their way of their relationship with God on index cards and to burn them in roaring fire, as a symbolic way of putting it in God's hands and being unburdened. Then, the whole congregation was wrapped in purple fabric as a symbolic way of being forgiven, our sins covered, and welcomed back in. The purple fabric was then draped throughout the sanctuary for the season of Lent.
- **Palm Sunday:** We implemented an alternative liturgy which places the passion reading at the very end of the service. The idea was to spend a bit more time in the triumphal entry to Jerusalem, and to leave with a real taste of Holy Week. The passion reading was enhanced with percussion, including timpani, cymbal, tambourine, and triangle, played by the incredibly talented Carol Davies. Readers rehearsed the lines and blocking in advance, and wore black cassocks. The result was an incredibly powerful service.
- **Summer Sundays:** In order to accommodate the heat and the presence of children for the entire worship service, we pared down the 10am service, making it shorter and simpler. We moved the altar to the front of the pews in an effort to make the worship space smaller and more intimate. We also invited more congregational participation, as liturgy means "the work of the people." We invited children to help with the celebration of the Eucharist, and invited all members to "try on" any liturgy role they liked. We also provided light refreshments outside after the services.
- **July Cookout Eucharists:** On Wednesday evenings, we hosted Cookout Eucharists. We had a short, simple Eucharist with a conversational sermon in the "backyard," followed by dinner. The church provided grilled meats, buns, and condiments, and others were invited to bring salads or side dishes. Participation ranged from 11 to 33 people.
- **50th Anniversary Celebration:** We added elements from the service for the dedication of a church in the liturgy, and added meaningful and festive touches, including ribbons draped throughout the sanctuary and roses for St. Elizabeth.
- **Advent:** We came up with the idea of hosting an Advent wreath-making party for families in November. We hung blue and purple fabric throughout the sanctuary to reflect the themes of repentance and hope/expectation, as well as to complement the pastel angels. We moved the advent wreath lighting next to the offertory, and invited children to lead it. And we introduced *Canticle of the Turning*, a wonderful hymn based on the Magnificat and set to an Irish folk tune.
- **Christmas Eve:** At the late Christmas Eve service, we ended the service with the candlelit

# Liturgy

singing of Silent Night (cutting Joy to the World), leaving on a note of wonder and awe. The clergy then moved to the side doors to provide a more generous space for greetings and conversation.

In addition to the work of the Creative Worship Team, staff and volunteers also worked on these new or reimagined liturgies:

- **Children’s Ash Wednesday Service:** Emmy Cole, Kihm Sanders, Barbara, and I borrowed from the wisdom of other churches to create this interactive service. The congregation moved through 5 different stations that helped us remember our baptisms before receiving ashes. About 30 children and adults attended this service.
- **Backpack Blessing:** On the same day that we collected school supplies for our first grade classroom at the Blackstone School, we also invited students of all ages to bring their backpacks or other symbols of their learning. Near the end of the service, we blessed the backpacks and supplies, the students, and the teachers. And of course, we sang Earth and All Stars (“Classrooms and labs, loud boiling test tubes, sing to the Lo-o-o-ord a new song!”).
- **All Saints’ Day:** We invited the congregation to write the names of loved ones who have died on index cards, to be brought up during the offering. We read the names aloud before the Sanctus, when we stand with angels, archangel, and all the communion of saints in proclaiming the holiness of God. It was also pledge in-gathering Sunday, for which we were blessed by a stewardship sermon from guest preacher Bruce Rockwell.
- **COGS Switcheroo:** In November, we invited parents to visit the COGS program, while the level I and II children came up to the sanctuary for the liturgy of the word. The level I and II children experienced a child-friendly liturgy of the word, with lots of discussion and explanation of what was happening. They then set the table for Eucharist together. The adults then came up to the sanctuary to celebrate the Eucharist together. Meanwhile, the level III children baked bread and then had a special Eucharist in the chapel with Barbara.
- **The Longest Night:** Coming just before Christmas and near the longest night of the year, this service is a place to bring feelings that the commercial celebration of Christmas doesn’t make room for—feelings of sadness, anger, grief, and disappointment that many of us carry as spend time with family, or feel deeply the absence of loved ones we have lost. The service created a space to feel these feelings, and also reminded us of the light of Christ that is about to come into the world. It included candle lighting, anointing, Eucharist, and a couple of powerful solos sung by Mandy Fleming.

If you’re interested or curious about liturgy, we invite you to join us at our Creative Worship Team meetings. And if you have feedback about liturgy, please do let us know!

Respectfully submitted,

The Rev. Jacqueline Clark

## Music Report

This past year was filled with special music events that included two anniversaries and new worship liturgies. The vitality of the Adult and Youth Choirs was evident in the great celebrations. The Youth Choir once again sang at the Annual Meeting, a tradition begun six years ago which continues. Our Annual Pancake Supper and Talent Show on Shrove Tuesday was full of delightful performances and bookended by the Youth Choir singing selections from "Mary Poppins". The observance of Epiphany with 'King's Cakes' containing almonds, led to the eventual banning of nuts at St. Elizabeth's Church. We are now 'nut-free' in all parts of the building including the offices.

Ash Wednesday saw the dramatic efforts of the Creative Worship Team in everyone (including the Adult Choir) seated in the Nave, singing Taize hymns while walking with notes of intent or release to be consumed in the fire burning outside the doors of the Narthex and during the imposition of ashes. The service concluded with the 'wrapping' of the congregation in purple cloth, later draped from the cross to the loft and leaving while singing "Go Now in Peace". This was a very moving and spirit-filled service designed to bring new light and hope to the season of Lent.

Palm Sunday opened with the Adult Choir singing and playing hand-chimes as the young dancers directed by Megan Powley once again opened with the triumphal entry into Jerusalem. The service concluded with dramatic enactments of the Passion Gospel accompanied by tympani, cymbals and triangle as we moved into the solemnity of Holy Week.

Easter was a resounding celebration with Brass and Violin adding to the Joyful celebration of the Resurrection of Christ. St. Elizabeth's Adult Choir joined with the choirs from our Deanery at The Church of The Good Shepherd in Acton for the annual Ascension Day Service.

The first of our Anniversary Celebrations was held on May 18th in observance of 100 years since the dedication of the Cram Chapel. Bonnie Brown and Mary Sue Willie presented "Four Songs for Voice and Violin" by Gustav Holst during tours of the Chapel in the afternoon.

Jane Graham hosted a choir party for the Adult Choir at her home in May and the final choir day for both choirs was held on June 8th followed by the Annual Church Picnic. Summer worship services were enhanced by members of the choirs and congregation presenting vocal solos, duets and instrumental offerings.

The choir season reopened on September 21st with the Fall picnic delayed until October 5th when with Bishop Bud Cedarholm, we celebrated 50 years in the church building. Former clergy and members returned to help in the celebration which included exuberant singing and special music presented by Bonnie Brown, Cathy Briasco-Stewart and Mary Sue Willie. On All Saints Sunday, the final hymn was led by Thomas Small on trumpet as we sang "When All the Saints Go Marching In". Then, on Christ the King Sunday (November 23rd) our final hymn was "The King of Glory Comes, the Nation Rejoices" with our clergy, Barbara and Jack dancing in the Chancel to the congregation's great delight!

# Music Ministry

The season of Advent was greatly enhanced by soloists Jonathan Wood and Kenter Davies. Bonnie Brown (violin), Bert Drop (Bassoon and English Horn) and Clarissa and Andrew Briasco-Stewart ('Cello and Flute) provided extra music for Advent. A new service called "The Longest Night" for people seeking healing and solace was held on December 22nd with Mandy Fleming singing "Come Unto Him" from the Messiah and "Of the Father's Love Begotten". A lovely contemplative time out from the rush and bustle of the season.

The early Christmas Eve Pageant Service was a beautifully choreographed reenactment of the Birth of Jesus. The service opened with Sarah Watson playing violin for the prelude and at the offertory, the Youth Choir sang "Twas in the Moon of Wintertime". The late service was a joyous celebration with Bonnie Brown, violin; Thomas Small, trumpet; Tim Howard, Trombone; Adam Howard, Alto Saxophone and Clarissa and Andrew Briasco-Stewart, 'cello and flute. Graham Daley and Georgie Johnson were soloists and the choir sang "Lullay My Liking" and "Gloria" from the Daniel Pinkham Christmas cantata. The service ended quietly after the singing of Silent Night by candlelight with the flute and 'cello postlude. We enjoyed extra singers who added much to the music of the evening.

Our Adult Choir welcomed three new members in September: Sara Kilkenny and Nancy and Sara Kimble. Our faithful librarian, Linda Trail keeps the files up to date; Maggie Watson has kept the Youth Choir binders filled with new music each Sunday and helps to recruit and organize the singers. Ildi Morris is the new assistant to Maggie and now helps with keeping order, vesting and filling the binders. Jonathan Wood has provided organ music for many eight o'clock services as an offering of his talent. Bonnie Brown's playing with the choirs and during our communion time has added immeasurably to our worship services. Carol Davies, our assistant conductor also plays drums, various instruments and single-handedly provided the dramatic backdrop for the Palm Sunday Passion Gospel. These people and the wonderful singers in both Adult and Youth Choirs bring interpretation to the themes of the day.

Those who have sung with us in the Youth Choir this year include: Clarissa Briasco-Stewart (mentor/assistant), Caroline Collins, Kate Crocker, Sam Crocker, Dylan Huston, Stephanie DeJesus McNeill (mentor/assistant), Ava Springsteel, Caroline Watson (mentor/assistant), Sarah Watson, Hope Weldon (mentor/assistant), and Grace Weldon.

The Adult Choir singers included: Gin Bell, Susan Berry, Graham Daley, Carol Davies, Kenter Davies, Jane Graham, Art Huston, Georgie Johnson, Sara Kilkenny, Nancy Kimble, Sara Kimble, Nancy Morgan, Glenn O'Bryan, Sharon McGinnis, Ines Stafford, Linda Trail, Erica Treese, Nina Treese, Julia Treese, and Jonathan Wood. While we gained new members in the Fall we bade farewell to Sharon McGinnis who returned to Colorado at the end of July. Her expertise in dramatic arts will be greatly missed.

Finally, the privilege of working with the Rector, Barbara Williamson and Assistant, Jack Clark is one very important reason that planning and making music at St. Elizabeths is such fun!

And, Peg Scarlata has done a yeoman's job of keeping up with all the needs and support needed for our successful music program.

Joyfully submitted,  
Mary Sue Willie

## Newcomers Committee Report

2014 was an exciting year for the Newcomers Committee. We are so fortunate to have Deborah Comer and Ellie Harris join our committee and provide their enthusiasm and energy!

As in previous years, the Newcomers Committee focused on three key objectives:

- Encouraging people to visit St. E's

- Inviting visitors to become members of St. E's

- Ensuring that new members feel integrated into the St. E's community

The largest single effort sponsored by the Committee with respect to encouraging people to visit St. E's was the organization and management of a St. Elizabeth's booth at the September 6<sup>th</sup> Field Day and Fireworks Event in celebration of Sudbury's 375<sup>th</sup> anniversary. The Newcomers Committee wishes to thank John Howard for helping to organize the booth and providing the video (which ran throughout the day) about St. Elizabeth's Chapel on its 100<sup>th</sup> anniversary, and we also thank all of the parishioners who helped us manage the booth throughout the day. Several people visited the booth, asked about our wonderful parish, and took flyers that we prepared for the event. The event came to a frenzied end when tornado warnings were issued and a menacing storm quickly rolled in. However, we had ample time to enthusiastically spread the word about our wonderful community in Christ before we had to scramble to seek shelter from the storm!

2014 was a successful year in inviting visitors to become members of the parish. Of the 18 families that first visited St. E's in 2014 and provided their contact information to us, 11 of these families already have joined our parish, five came late in the year and are in the natural process of getting to know us while we remain in close contact with them, one opted to join a different parish where they have close family, and only one lost touch with us. While the Newcomers Committee would love to take credit for the success in making visitors feel welcome at St. E's, the truth is that the warmth and welcoming feeling comes from everyone in the parish, so thank you all for greeting visitors when you see them in the pews or at coffee hour. Truly, no single committee can assume the entire responsibility of welcoming visitors – this is God's work for everyone in the parish, and our parish does a wonderful job with it! The Newcomers Committee (with the much appreciated diligent support of Barbara, Jack, and Peg) also maintains communication and information about visitors to the parish, and follows up with visitors, recognizing that each visitor is unique so the approach to welcoming each visitor is different. As a part of this effort, and when appropriate, the Newcomers Committee ensures that a folder of information is provided to newcomers to the parish, and reviews the information in the folder with them.

The flagship event in welcoming visitors (and new members) to the parish is the Newcomers Brunch, which is organized by the Committee but which wouldn't be possible without the

# Newcomers Committee

attendance of so many wonderful parishioners. We held one Newcomers Brunch in 2014, on November 9, which was very well attended, and every newcomer who attended that brunch has either joined the parish or still is actively considering joining.

With respect to ensuring that new members feel integrated into the St. E's community, the committee performs several tasks. First, in conjunction with Barbara, Jack, and Peg, the committee ensures that new members do not "fall through the cracks," and members of the committee reach out to new members from time to time as deemed appropriate to be sure that new members' needs are being met, that they know about upcoming parish events, and that any questions are answered.

The efforts and warmth of the entire parish and the Newcomers Committee, and of course the vitality of St. E's and the opportunities that St. E's offers, have facilitated the continued growth and activity of our parish and its work in Christ.

Respectfully Submitted,  
Scott Fisher, Chair  
Deborah Comer  
Angela Crocker  
Ellie Harris  
Kihm Sanders



## Nursery

Open 52 Sundays each year, the nursery at St. Elizabeth's is a warm, welcoming, and fun place filled with age-appropriate books, games, puzzles, and art supplies. The nursery is a "feeder program" into COGS (Catechesis of the Good Shepherd) which continues on into the Journey to Adulthood program. Our precious newborns and toddlers are always under the loving care and watchful eye of two trained child-care workers, and, if needed, an adult or sibling may stay in the room to ease the transition. It is a blessing to have the same child-care workers rotate every Sunday as the children experience familiar faces, and this consistency helps to build their trust and self confidence. The members of St. Elizabeth's and the trained child-care workers take pride in keeping the nursery a safe and clean environment for everyone.

# Nursery

## Outreach

Last spring, the Outreach Committee lost chairperson Larry Jobson to relocation. Late this fall, the committee resumed meeting on a bimonthly basis under the leadership of new co-chairs David Varner, Cheryl Franke, and Craig Stafford. Individuals take responsibility for coordinating various projects. The committee as a whole works to support those projects and consider new initiatives. 2014's projects included the following:

### **Salvation Army's Miracle Kitchen in Framingham**

We had another successful year of coordinating, cooking, and serving at the soup kitchen at the Salvation Army on the second Tuesday of every month. We have six coordinators who faithfully organize and execute the serving of dinner to between 60 and 80 clients of the Salvation Army. We also have a number of groups and committees from St. Elizabeth's that volunteer to serve at soup kitchen, as well as a group of parishioners who prepare a casserole each month. St. Elizabeth's has been cooking and serving dinner at Salvation Army for over 30 years.

--Stevie Spina & Ruth Giesel

### **Fill-the Ark**

The Heifer International Project was in full force again for 2014 with the "Fill the Ark" campaign that occurred in May and was lead by Carol Davies and Kihm Sanders. Due to the many activities in the fall of 2013, this program was pushed out until May so more focus could be given to it. Our campaign managed to collect \$576.82 and the animals "purchased" included a menagerie of bees, chicks, fish, a goat, heifer and 1 pig. Jack's powerful sermon helped the congregation to understand the need for donations and educated everyone about ever growing hunger crisis in this world and our duty and responsible to alleviate it.

--Carol Davies & Kihm Sanders

### **Mother's Day Walk**

As a way of honoring Bishop Shaw before his retirement, more than 30 member of St. E's boarded an early morning bus to participate in the 3.6 mile Mother's Day Walk for Peace in Dorchester. This was our 2<sup>nd</sup> year participating. The walk remembers victims of violence, calls for peace, and raises funds for the Louis D. Brown Peace Initiative's work to prevent violence and support victims and their families.

--Jack Clark

### **B-SAFE Summer Field Trip**

A group of 7 adults and 6 youth from St. Elizabeth's volunteered to provide lunch and help guide children's groups at the B-SAFE camp's day at Farrington Farm in Lincoln on July 11, 2014. Generous donors from the congregation also financed the trip. Volunteers donated food and gathered to make sandwiches the prior evening so that we could provide a bag lunch for the 60+ campers and staff. Volunteers were divided by the B-SAFE program staff to follow and assist with the groups of young campers. Our contributions were greatly and graciously appreciated by the Farrington staff, the B-SAFE staff and the campers themselves.

--Sam Truex

**Spring Baskets and Giving Tree**

The Sudbury Reach-Out Practice, led by Lucie St George, Kristin Fisher, and Eric Becker orchestrated: (1) the assembly and delivery of 30 spring baskets to Sudbury residents and (2) the collection and delivery of a huge number of Christmas presents (as a part of the Christmas Giving Tree) to three families at Longfellow Glen in Sudbury. The Ecclesia Ministry Practice, led by Lucie St George and Kristin Fisher continued its support for the Common Cathedral by collecting winter clothing for Boston’s neediest individuals as a part of the Giving Tree activity. The Blackstone School Book Drive, led by Lucie St. George and Kristin Fisher successfully donated over 27 requested level reading books which will be shared by the first grade classes at the school. Many other books were also collected and donated to their library.

This year, the Rite 13 class was instrumental in helping with the Giving Tree, the Ecclesia Ministry clothing collection and the Blackstone School Book Drive projects.

--Lucie St. George

**Blackstone School Partnership**

“Make a difference”. This usually trite statement takes on real meaning when applied to the St. Stephen’s Be Safe(Summer) and Be Ready(secondary school support) programs partially funded by the diocese and initiated and administered by St. Stephen’s mission church in South End Boston. Cooperating with a Boston Schools experimental school’s program, Be Ready has “adopted” Blackstone School for contributing resources and volunteers to enhance education. St. Elizabeth’s has joined this initiative by “adopting” a first grade class after 8 parishioners visited a classroom during library time in May, but the reach goes beyond this one classroom. You see, Blackstone School had no library, and the classroom we adopted had very limited books and supplies, so St. Elizabeth’s donated a large number of supplies at the start of the school year and a large number of books at Christmastime. These books, used in the reading curriculum, will be shared by the 5 first grade classrooms, as the school only owns one copy of each. In addition, two St. Elizabeth’s volunteers read books to classrooms of students each week during ‘library time’. Very rewarding. And this just scratches the surface of possibilities for St. Elizabeth’s parishioners to do a little or a lot to enhance the education in this resource poor environment. There are possibilities in the after school enrichment program as well.

--Jim Peters

If you’re interested in any of these initiatives, or if you have ideas for outreach, we invite you to join us at one of our bi-monthly meetings.

Respectfully submitted,

Jacqueline Clark

# Pastoral Care Report

## Stephen Ministry

In 2014, we began the process of implementing the Stephen Series system of lay caring ministry, developed by Stephen Ministries, a not-for-profit religious and educational organization based in St. Louis, Missouri. Following an application and interview process six parishioners were welcomed into the 50-hour training, which prepares the trainees to care for others, covering such areas as how to listen effectively, how to deal with feelings, how to use traditional Christian resources in caring, how to maintain confidentiality, how to be present with people experiencing crises. A Christ-centered approach to caring and the need to care for the whole person is stressed throughout the training.

The 50-hour training course will conclude in February 2015 and the six St. E's Stephen Ministers will be commissioned at a 10 AM service in March to become an integral part of the caring ministry at St. Elizabeth's. These Stephen Ministers will provide confidential, one-to-one Christian care for people experiencing challenges in their lives, such as serious illness, hospitalization, loss of a loved one, loneliness, divorce, unemployment, birth of a child, and many other life events for which a person could benefit from effective caring ministry.

Stephen Ministry does not supplant the pastoral care clergy offer, it augments it. A Stephen Minister is matched with a willing care receiver, and then meets weekly one on one with that care receiver for a year. Stephen Ministry not only multiplies the amount of caring ministry that goes on in the congregation. It deepens the level of participation by laypeople in the healing ministry of Jesus Christ, a healing ministry of presence. Stephen Ministry has the power to transform the lives of the care givers and the care receivers and through them to transform the life of the whole congregation.

We have been assisted in establishing Stephen Ministry at St. E's by Sudbury United Methodist Church which has employed this system of lay caring ministry in their parish for 20 years. The SUMC Stephen Leaders advised us and joined us in training our six Stephen Ministers in addition to three Stephen Ministers from their church. It has been a fun and fruitful collaboration we hope to continue. We are supremely grateful for their help not only as advisors and fellow trainers, but also by offering their available Stephen Ministers to care for members of St. Elizabeth's who were ready to establish a caring relationship before our Stephen Ministers finished training.

Stephen Leaders include the Rev. Jack Clark, Susan Newlin, Stuart Pease, and the Rev. Barbara Williamson. We hope to raise up and train two additional Stephen Leaders. Stephen Ministers include Ruth Griesel, Steve Kenney, Nancy Morgan, Jim Newton, Jim Peters and Kris Wile. In 2015, we hope to raise up and train two additional Stephen Leaders and six additional Stephen Ministers.

## Eucharistic Visitors

Eucharistic [Visitors](#) (EVs) are lay people who have been trained to give the Holy Eucharist to parishioners who are unable to attend church services. Eucharistic visitors must be licensed by the diocese, which offers day-long training for those called to this ministry and who are

endorsed by the rector. These sessions are led by a clergy person and an experienced Eucharistic Visitor and are offered four times a year around the diocese.

Generally, EVs are scheduled to visit a homebound or hospitalized parishioner once a month. The timing is based completely on the mutual convenience of the EV and the parishioner to be visited.

St. E's Eucharistic Visitors in 2014 included Steve Davies, Susan Newlin, Stuart Pease, and Jim Peters. While the clergy also visit and take communion to the hospitalized or homebound, the Eucharistic Visitors make sure that parishioners who cannot get to church are included in the sacramental life of the congregation at least monthly.

The clergy welcome additional EVs. Please be in touch with the Rector to express your interest.

### Healing Ministry

In this ministry we focus on prayerful compassion and healing. We are conscious that healing is part of God's will for all of humankind. Healing impacts mind, body and spirit. Healing has many meanings, which include mental/emotional/spiritual acceptance, reconciliation when relationships are damaged, remission in the case of progressive disease, and/or a cure in the sense of removal of some specific illness.

We gathering weekly on Thursday afternoons for intercessory prayer on behalf of the people on our parish prayer list. Our guidance follows the Gospel teachings: "Ask and it will be given to you..." [Matt.7:7 and Luke.11:9] and "For where two or three gather in my name, I am in the midst of them." [Matt.18:20] In addition to prayer, we study and discuss books and other materials on prayer, healing, compassion, and guidance in traveling the road with our fellow parishioners in need.

On Sundays at the 10 AM service we offer Laying on of Hands. Trained healing ministers assist the clergy in this sacramental act, bringing Christ's healing light to those in need.

Parishioners participating in the various functions overlap but in summary we have:

Weekly Prayer and Study	Laying on of Hands
Mary Ainsworth	Mary Ainsworth
Barbara Bell	Mandy Fleming
Mandy Fleming	Jane Graham
Susan Newlin	Susan Newlin
Jim Peters	Stuart Pease

We have solid leadership and training for all endeavors. We welcome new parishioners interested in the ministry.

Respectfully submitted,

The Rev. Barbara Williamson

## Small Groups

Small Groups are a community within the community; a place to get connected within the congregation, to build relationships, to share our stories, and to have fun. For more information, talk to the contact person listed for each group. Our current small groups include:

### Ladies' Night

St Elizabeth's Ladies' Night has continued to be a growing success. This year we featured a few get-togethers hosted at parishioner's homes attended by a dozen or so ladies each time with light appetizers and desserts and casual conversations. It's a great way to get to know other ladies in our St Elizabeth church community in a casual setting.

--Kristine Robak & Ildi Morris

### Men's Group

The St. E's men's group is an informal gathering of parishioners with kids or without aimed to share a bit of fellowship away from the hectic pace of our daily lives and responsibilities. In the past year, we have enjoyed relaxing conversation at local restaurants highlighted by a dominating victory at trivia night in October during the 7th game of the World Series. All men are welcome.

--David Varner

### Loaf and Ladle

Loaf and Ladle launched last January (2014) as a fellowship group for parishioners 55 and up. We met 7 times during 2014, with between 14 and 20 parishioners at each gathering. Over the course of those meetings, the group has settled on a bimonthly meeting schedule, and a program of movie screenings in the morning, followed by discussion over a potluck lunch of soup, bread, and dessert. We'd love to have you join us!

--Jack Clark

Respectfully submitted,

The Rev. Jack Clark

## Stewardship

### Season of Generosity and Stewardship

This year's Season of Generosity began on October 5, 2014, which serendipitously coincided with the 50th anniversary celebration of St. Elizabeth's Church. How glorious to celebrate the founding of our church, a founding resulting from the generosity of those parishioners more than 50 years ago who wanted to ensure that there would be room for all in our worship space. We spent the month of October reflecting on the many ways we as a parish are blessed by generosity. Now in its second year, the Season of Generosity has become an important part of how we link the annual need to request the church's operating funds (Stewardship) to our individual and collective spiritual journeys as we reflect on God's generosity to us and the many examples of generosity that abound at St. Elizabeth's and beyond. The planning for the services and events during the Season of Generosity was led by the members of the Creative Worship Team: Barbara Williamson, Jack Clark, Mary Sue Willie, Clare Perry, Kiersten Varner, John Stevens, John McNeill, Mandy Fleming, and Annette Molnar. Thank you also to Michael Comer for organizing the volunteer fair highlighting the many ways to contribute time and talent to St. E's. We are so grateful for their dedication to this work.

We celebrated Ingathering Sunday on November 2 when we gratefully received many pledge cards. As of January 3, 2015, we have received **92** pledge cards for a total of **\$397,379**. This represents 99% of our original pledging goal of \$400,000. This is an increase of \$29,968 over last year's pledges. Thank you to all for your tremendous generosity!

We are grateful to the 92 individuals and families who filled in the pledge card and returned it, either on November 2, subsequent Sundays, or by mail. This represents approximately 84% of those who received the Stewardship letter. This is a decrease from last year's receipt of 100 pledge cards, at a return rate of 92%. Our hope and goal is to have every card returned, even if a family or parishioners notes on the card that a pledge is not possible at this time. We are especially grateful to the twelve parishioners who resumed or began pledging this year. Thank you for taking this important step in your spiritual journey.

We are happy to report that 74% of the pledges received came within the first ten days of the Stewardship Campaign. Thanks to the dedication of those making follow-up calls, we received an additional 24 pledges or 26% of the total pledges received. This is similar to last year, despite what was a more focused and ongoing follow-up procedure. We suggest that this may be an area to research further in order to find out if there is a better way to engage parishioners who are not pledging.

This year's Season of Generosity/Stewardship Committee was blessed with many dedicated members who performed a myriad of important tasks. There were writers of Mantle articles, bulletin articles, and pledge letters: John McNeill, Eric Kimble, and Darlene Murphy; writers of thank you notes to acknowledge each pledge received: Betsy Wallingford, Craig Stafford, Samantha Truex, Eric Kimble, and Beth Santomena; and those who made follow-up calls and emails to complete the Stewardship process: Cliff Card, Walter Morgan, Scott Fisher, Ray Conside, and John McNeill.

# Stewardship

This report would not be complete without acknowledgement and gratitude for the work of our Parish Administrator, Peg Scarlata. From databases and letters to mailings, bulletins, and spreadsheets, Peg's meticulous attention to detail and dedication ensured the success of the project. We are grateful for her generosity.

Finally, we would like to thank Barbara, Jack, the Wardens, and the Vestry for their continued support of the concept of the Season of Generosity as the focus of the Stewardship Campaign.

Respectfully submitted,

Janice Darias and John McNeill, co-chairs

2015 Stewardship Campaign Summary, as of January 3, 2015

Stewardship

	2015	2014	2013	2012	2011	2010	2009
Pledge Participation Goal	110	110	110	125	130	130	130
Pledge Participation Actual	92	100	106	105	97	99	98
Pledge Participation %	84%	92%	96%	84%	75%	76%	74%
Pledge Income Goal	\$400,000	\$401,400	\$396,000	\$377,000	\$362,000	\$308,000	\$300,000
Pledge Income Actual	\$397,379	\$367,411	\$385,179	\$354,966	\$315,000	\$324,000	\$274,977
Pledge Income %	99%	92%	96%	84%	75%	76%	74%
Mean pledge	\$4,319	\$3,950	\$3,634	\$3,380	\$3,247	\$3,274	\$2,806
Median Pledge	\$2,400	\$2,200	\$2,000	\$1,800	\$2,000	\$1,800	\$1,750
Pledge Distribution							
<\$1,000	15	18	25	22	22	20	23
\$1,000 to \$2,999	37	36	43	47	44	50	47
\$3,000 to \$4,999	17	20	19	19	17	15	15
>\$5,000			19	17	14	14	13
\$5,000 to \$6,999	10	6					
\$7,000 to \$8,999	2	2					
>\$9,000	11	11					