

St. Peter's Parish Church – 2012 Annual Report

Rector's 2012 Annual Report

Baptisms

1. Meade Thomas Ashford, son of Brian & Reneé Ashford, 1/8
2. Autumn Elaine Davis, daughter of Christopher Davis & Lauren Garbett, 1/8
3. Lillian Elizabeth Finch, daughter of Dan & Holly Finch, 4/15
4. Reagan Elizabeth White, daughter of David & Lori White, 8/12
5. Peyton Grey Gibson, son of Elizabeth and Robert Gibson, 9/16
6. Alexis Elizabeth Frank, daughter of Anthony & Elizabeth Frank, 9/16
7. Breck Anthony Frank, son of Anthony & Elizabeth Frank, 9/16
8. John Michael Holland, son of John Mark & Erica Holland, 9/16
9. Joseph Maximus Holland, son of John Mark & Erica Holland, 9/16
10. Chase McKenna Kelly, daughter of Cathy & Gregory Kelly, 11/4

Confirmation or Reception

1. Austin Tyler Pierce, confirmed 9/16
2. Thomas Randolph Douglas, received 9/16
3. Cathy Lynn Kelly, received 9/16

Marriages

1. Margaret Alacoque Noctor & Matthew Michael Settlemire, 5/26
2. Mary Margaret Nelms & Adam Vaughan Gillette, 8/18
3. Robert Carter Hatley & Christina Danielle Cobb, 9/29
4. Millicent Haley (Millie) Thomas & Thomas Randolph (Randy) Douglas, 10/20
5. Emily Anne Evelyn & Edwin Scott Wallace, II, 10/27

Burials

1. Emma Farley Gregory, d. 8/24, services 8/28
2. James Frederick (Jim) Douglass, d. 10/8, services 10/13

Service Book Extract for the Year

- Number present: 6,206
- Communion: 4,596
- The Holy Eucharist (Sundays): 78
- The Holy Eucharist (Weekdays): 9
- The Daily Office (Sundays): 10

The Daily Office (Weekdays): 2
Other Offices & Private: 19
Total of all Services (Sundays): 86
Total of all Services (Weekdays): 22

Transfers In

Bob, Lisa, Eric, Destini, Hunter, & Skye Lumpkin
Millie Thomas
Tyler Little

Transfers Out

Paul, Marian, Trudi, & Patricia Davis
Bernie Geisner
Reneé Ashford

~ Submitted by S. Paul Rowles, Rector

Warden's 2012 Annual Report

Election of new Suffragan Bishop
St. Peter's named National Historical Site
St. Peter's Golf Tournament
Vacation Bible School
Repurpose and redesign Oyster Roast
Bishop Goff's Annual Visitation in September
Bishop Goff's Celebration with us on Christmas Eve

Updates to our website:

- Preparing for Sunday
- Rector's Blog
- Rota online
- Password protected module
- Rebranding/revamping of our site
- Integration of a search feature
- Improvements to the navigation menu

Stewardship—survey

Improved budget planning process

Visitor card redesign

New handrail in balcony

~ Submitted by Rod Molina, Senior Warden

Junior Warden's 2012 Annual Report

- Rehberg Trucking will be adding brown gravel to the entranceway to provide a temporary fix to our pothole issue. This is a temporary solution and will need to be addressed in the future.
- Philipp von Hitritz's Eagle Scout project, building a walkway to the boiler room, is completed.
- Currently collecting information on the age and lifespan of the HVAC system and roof of the Parish House. The goal is to develop a long term plan for the replacement needs.
- Short-Term Capital Expenditure Assessment: Two of our outdoor units are approaching or past the end of their lives (20 years). I have a quote from Old Mill Mechanical for a complete upgrade of these units including a 10 year warranty for \$16,875. The remainder of the units should have 10+ years left in them. The roofs have been looked at in the last few years and are in good condition. The other potential expenditures would be the parking lot resurfacing and the flooring in Richardson Hall. Neither of these is essential at this time. The parking lot could be anywhere from \$30-\$50k.
- A/C system went down in the church reminding us that this part of the HVAC system was not replaced. Old Mill Mechanical was called for repairs. After a valve replacement and later an electric motor replacement, it was up and running. Another Sunday, the A/C was out once again. Air in the system was the culprit and automatic bleeds were installed so this would not be an issue again.
- Two trees near the church have been removed by L. G. Scott Tree Service.
- Old fuel oil drum has been removed and sold for \$250 (thanks Craigslist!).
- A/C compressor went out in the Mullins Room and was replaced by Old Mill Mechanical. At this time all of the HVAC systems appear to be in working order.
- Ken Rubert noticed excessive moisture coming from the air handler under Richardson Hall. Insulating the exterior of the air handler should repair this problem.
- The heat issues in the church have been resolved, and a programmable thermostat installed.
- Terry Porter installed an access hole in the ceiling of the Parish House foyer which will provide easier access to the attic above the Mullins room. He will also be repairing rotten handrails and painting the outside trim of the Church School wing.

~ Submitted by Tony Wood, Junior Warden

Buildings & Grounds 2012 Annual Report

2012 was a busy year for the Buildings and Grounds Commission. Some of the highlights include:

- Repaired the brick wall and replaced the benches in the Meditation Garden that were damaged during Hurricane Irene.
- Insulation was installed under Richardson Hall.
- Installed a handrail in the church balcony.
- Put up a new mailbox at end of lane.
- Graveled the parking lot on the left hand side of the lane.

I would also like to note that Jennifer Ezzell and the entire Garden Guild did an outstanding job throughout the year working to keep the grounds clean, mulched, and looking excellent!

~ Submitted by Patrick Evelyn, Buildings & Grounds Vestry Representative

Christian Education 2012 Annual Report

Highlights from Christian Education:

- St. Peter's is fortunate to have devoted parishioners who volunteer many hours to ensure the youth of our church receive Christian Education. They prepare weekly for the lessons and faithfully lead our children each Sunday on a very limited church budget. A big "Thank You" to Carol Nelms and to those who assist her throughout the year!!
- The children in grades 1-5 received a wonderful lesson on communion this year. Thanks to Kim McLean for providing such an important experience.
- The 2012 Lenten Project was a success this year. Forty-five knapsacks, totaling 126 pounds, filled with school supplies, were shipped to the Marshal Islands for children of Tobal, Aur.
- An Art/Bake sale was conducted for the Lenten Project which resulted in \$823.50 of sales. Funds not used for the Lenten Project benefitted the 2012 Operation Christmas Child.
- The 2012 Operation Christmas Child project provided 20 needy children with essentials and some holiday cheer. The children of St. Peter's Parish Church shopped and prepared the boxes for these children.
- The Christian Education Commission, along with the parish children, worked diligently to provide a special 2012 Christmas Pageant for St. Peter's parishioners.

~ Submitted by Karen Lange, Christian Education Vestry Representative

Outreach 2012 Annual Report

- The Youth Mission Trip Oversight Committee consisted of Adriane Marshall, Nancy Goodman, and Peter Carlson. This had a positive impact on YMT expense offset.
- The EYC hosted the annual Shrove Tuesday Pancake Supper.
- United Thank Offering mite boxes were issued during Lent.
- Participated in the New Kent interagency county-wide outreach council.
- Instituted monthly mailing to the new residents of New Kent, inviting them to join us for services.
- YMT was to Topsail Island, North Carolina.

~ Submitted by Peter Carlson, Outreach Vestry Representative

Pastoral Care 2012 Annual Report

Members of the Pastoral Care Commission are Corinne Dorsey, Jessica Evelyn, Nancy Goodman, and Shirley Meyer. The Pastoral Care Commission provided support to parishioners by sending birthday cards, get-well cards, and "thinking of you" cards. Throughout the year, the commission sent 328 birthday cards, 13 get-well cards and 15 "thinking of you" cards. The Commission also coordinated one funeral reception.

Goals and Activities for 2013

Continue with birthday and special occasion cards. Cards are sent to those celebrating birthdays, special occasions, and in times of remembrance.

Establish a connection with college students - by regular correspondence to St. Peter's college students with special notes, cards and packages, keeping up with their address and up date with events happening at St. Peter's. When students are home for vacations, extend special invitations of any special events or functions so that they may attend.

Establish a program to establish contact with the elderly and shut-in, including Christmas Baskets filled with goodies, such as stamps, note cards, fresh baked goodies, a *Forward Day by Day* booklet of daily readings and other donated items are collected and delivered to the individuals prior to Christmas.

Partner with the St. Peter's Youth Group to maintain contact with elderly and shut-in and to complete service projects for this population; for example, leaf raking.

How You Can Help

If you are interested in being a part of the Pastoral Care Commission, please contact any member or your Vestry representative. We'll be glad to fill you in!

If someone is ill or needs special thoughts, please let us know and a card will be mailed to the individual.

If your child is in college, please let the church know his or her college address. We want to stay in touch even if your college student lives at home.

If someone is in the military service and needs to be on the prayer list, please contact the Parish Administrator, Sherri Hardiman.

~ Submitted by Nancy Goodman, Pastoral Care Vestry Representative

Parish Life 2012 Annual Report

The Parish Life Commission directs the social activities of St. Peter's Parish Church, and what a socially active group we are!

The Fellowship Committee, headed by Jeff Fazio, stayed busy all year. They direct the coffee hours and seek volunteers for this monthly activity. They plan and prepare several special events throughout the year, including Family Games Night and Cook-Off, the Sweetheart Breakfast, Harvest Feast, and the December Festive Coffee Hour. This year they spearheaded a project for improvements in Richardson Hall and the kitchen, including painting and washing walls and cabinets, and overseeing installation of new countertops and sinks. The cost of the sinks and countertops were paid for by the R & D Committee.

The annual **Fall Hayride** was held in early November at the river house of Emily Clay and Tom Evelyn. Stacey Wood organized this fun activity, which included a hayride, hot dog roast, and games.

The St. Peter's Youth Group, or EYC, is now under the leadership of Stacey Wood. This year they have begun meeting on a monthly basis for worship, service activities, a meal, and fun activities. They are currently seeking local service activities. This group is separate from the Youth Mission Trip Group, which is led by Adrienne Marshall.

Each August the Parish is invited to the **Annual Parish Picnic** held at the Pamunkey River home of Anna and Boogie Davis and their family. This much anticipated Sunday of worship, wonderful food, and fellowship is very well attended and enjoyed by all. The generosity of the Davis family is very much appreciated.

The Resource and Development (R&D) Committee is a wonderful addition to St. Peter's Parish Church. This very talented group is chaired by Peg Noctor and Lindy Brammer. They develop and

design various St. Peter's gift items, such as note cards, plates and glasses, and Christmas ornaments. All of their wares are for sale at Martha's Gift Shoppe, located in the Parish House. This year the group undertook two major projects: the financing of kitchen repairs, as stated above, and the design of a cross in the Meditation Garden. Hawthorne Davis, with help from Nathan Ezzell, constructed the cross and it was installed by members of the Building and Grounds Committee.

All of these groups are actively seeking new members and are very enjoyable groups with which to work. To join up, please see me or any of the persons named above. An extra set of hands is always needed!

~ Submitted by Padgett Evelyn, Parish Life Vestry Representative

Stewardship 2012 Annual Report

Stewardship developed a new zero-based budget planning process. That means each commission must plan and justify its budget request on the basis of proposed activities instead of the prior year budget. In prior years, the budget was based on pledges received. Beginning in 2013, the pledge campaign will be based on the proposed budget. The goals of budget planning are simplicity, efficiency, and a focus on using the budget to advance St. Peter's spiritual objectives.

Mark Whidden developed a financial planning tool that provides a streamlined financial report--a one page narrative and one page financial summary.

Steve Peterson, Stewardship Chair, discussed with a representative of the Diocese of Virginia, effective approaches to development and mechanisms for making sure that parishioner needs and expectations are being addressed.

Stewardship discussed ways of obtaining feedback from parishioners on their spiritual needs and expectations. The first step was the recent survey of parishioners to obtain some basic data and views on how well St. Peter's is meeting their spiritual needs. Following the survey, one or more focus groups will be assembled to supplement and expand on the information from the survey. The objective is to increase parishioner ownership of St. Peter's and understanding of how its activities are impacting lives in the New Kent community.

Vestry approved a recommendation that an Investment Committee, under Stewardship, be formed to oversee and manage excess cash reserves—money not needed to meet near term expenses. At present, approximately \$250,000 is being managed by the Investment Committee, using the same investment advisor as the St. Peter's Foundation.

The audits for 2009, 2010, and 2011 were completed early in the year and accepted by the Stewardship Commission.

~ Submitted by Bill O'Keefe, Stewardship Vestry Representative

Worship 2012 Annual Report

Those parishioners who read the monthly Vestry minutes and commission reports know of some of the Worship Commission operational activity over the past year. That record calls out specific events such as training sessions, new Acolytes and Chalicers, new candles for the windows in the church, and so forth. But it is only a partial record. At year-end it is appropriate to step back and focus on overall participation, and to reflect on the totality of what goes on behind the scenes in support of our liturgical services.

It is not a miracle ...that a loaf of bread appears on the table at the back of the church before the service, ...that someone is there to pass out the printed materials prepared for that specific service, ...that poinsettias are nicely arranged above the altar at Christmas, ...that a choir is there to sing....you get the idea. A lot of your fellow parishioners give of what is precious to them - their time - before, during, and after our celebrations to make our worship services fitting prayers to Our Lord. Coordinating these efforts are Cyndi Burnett, Stuart Burnett, Kim McLean, Steve Miles, Carol Nelms, Lee Tyson, and Fr. Paul Rowles. And of course, Sherri Hardiman who not only keeps everyone on track, but perhaps most importantly handles the...“adjustments.”

So the next time you sit in church waiting for the service to begin, look around at the preparation going on and the supporting volunteers. Perhaps express to them some thanks for what they contribute. But also, as we enter this new year, think of how you might participate in this commission going forward. There is a continuing need in ALL areas, not only to lighten the load for the current volunteers, but also to address changes such as increased attendance at the early Sunday service and the need to move to two sidesmen instead of one.

Finally, we have one particular need that stands out: our adult choir. Music has always been a core part of our liturgy. Interestingly, Bruton Parish Church's website home page has the following: “We practice our faith through biblically-based liturgy, preaching and music.” We are not Bruton Parish, but we share a history of music as a rich part of our devotions. We desperately need male voices in the choir. We are fortunate to have a very dedicated and talented core group. If you can carry a tune, please consider participating.

~ Submitted by Mark Whidden, Worship Vestry Representative

St. Peter's Parish Church

ST. PETER'S 2013 BUDGET DRAFT			
	2012 Budget	2012 Actual	2013 Budget
Budget Surplus or (Deficit)	\$1,291	(\$11,363)	(\$30,009)
REVENUES			
Pledges & Plate			
300 - Pledges	\$166,438	\$168,858	\$159,800
301 - Contributions	\$54,713	\$34,678	\$35,244
302 - Plate	\$2,750	\$4,085	\$3,500
303 - Church School	\$25	\$656	\$25
Total Pledges & Plate	\$223,926	\$208,277	\$198,569
Total Special Offerings	\$0	\$11,399	\$0
Total Interest & Investments	\$100	\$5	\$4,800
Total Restricted Use Revenue	\$2,800	\$2,387	\$4,500
Total Miscellaneous Revenue	\$9,950	\$12,645	\$7,450
Total Revenues	\$236,776	\$234,713	\$215,319
EXPENSES			
Total Rector Salary & Benefits	\$108,138	\$108,181	\$112,693
Total Staff Salary & Benefits	\$38,018	\$37,483	\$40,329
Total Office Operations	\$13,645	\$12,555	\$13,975
Total Building & Grounds	\$43,950	\$36,140	\$46,100
Total Worship	\$4,960	\$8,220	\$4,575
Total Mission	\$21,424	\$33,091	\$22,450
Total Christian Education	\$4,500	\$3,503	\$3,560
Total Church Life	\$500	\$722	\$1,495
Total Miscellaneous Expenses	\$350	\$6,181	\$150
Total Expenses	\$235,486	\$246,076	\$245,328

2012 Statement of Financial Position

As of December 31, 2012

Assets

Church Checking	\$122,267
Savings & Investments	
Church Savings	\$150,304
Investments (Williams Trust)	\$47,876
Investments (Diocesan Trust Fund)	\$57,461
Total Savings & Investments	\$255,641
Accounts Receivable	
Rector's Pension Prepaid	(\$537)
Parish House	\$286,500
Total Assets	\$663,871

Liabilities, Fund Principal, & Restricted Funds

Liabilities	
Fund Principal	
Fund Balance	\$289,458
Surplus / (Deficit) for 2011	(\$11,363)
Total Fund Principal & Excess Cash	\$ 278,095
Restricted Funds	
Temporary Restricted Funds	\$193,405
Permanent Restricted Funds	\$192,371
Total Restricted Funds	\$385,776
Total Liabilities, Fund Principal, & Restricted Funds	\$663,871