

ANNUAL PARISH REPORT 2019

ST. PETER'S EPISCOPAL CHURCH

18001 Detroit Avenue

Lakewood, Oh 44107

(216) 226-1772

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The Reverend G. Keith Owen, II, Rector

The Reverend Kelly A. Aughenbaugh, Curate



VESTRY & OFFICERS

Martha Taylor, Senior Warden; John Rich, Junior Warden*;

Amanda Wolf, Clerk; Dan Lammers, Treasurer;

Doug Hoffman*, Fred Purdy*, Dennis McCready*, Naomi Opdycke, Brad Vandrask,
Barbara Caravona, Jeff Tennant, Dennis Driscoll, Linda Purdy, and Annika Mintzlaff *

(*term ending)

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18001 Detroit Avenue
Lakewood, Ohio 44107
Church Office Phone: 216-226-1772
Church Fax: 216-226-0354

SUNDAY SERVICES

8:00 am Holy Eucharist
9:45 am Sunday School for children
10:00 am Holy Eucharist
11:30 am Coffee Hour

WEEKDAY WORSHIP SERVICE

Wednesday, 9:30 am Holy Eucharist and Laying On of Hands*

BIBLE STUDY

Wednesday, 10:30 am
Friday, 7:00 am – Bible Study at Joe's Deli

E-MAIL ADDRESSES

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WEBSITE

www.stpeterslakewood.org

* = not held during July and August

Parish Statistics 2018

Congregation

Households	215
Church Members, All	416

Sacramental Rites and Other Services

Celebration of Holy Communion

Sundays / Saturdays	117
Weekdays	66
Private Services	72

Baptisms	5	Confirmations	0
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Marriages	1	Burials	8
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Transferred In / Newcomers	16
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Transferred Out	11
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The 2018 Leadership of Saint Peter's Episcopal Church

THE VESTRY

- Class of 2018** Fred Purdy, Dennis McCready,
John Rich, Doug Hoffman
- Class of 2019** Naomi Opdycke, Martha Taylor,
Brad Vandrask, Barbara Caravona
- Class of 2020** Jeff Tennant, Dan Lammers,
Dennis Driscoll, Linda Purdy
- Youth Vestry Representative** Annika Mintzlaff

THE PARISH LEADERSHIP

- Administration & Finance:** Dan Lammers
Buildings & Grounds: Ryan Vogelgesang, Dave Tabar, Mike Hammarlund, Tim Simon
Adult Spiritual Life: Dennis Driscoll
Stewardship: Susan Jensen, Jeff Tennant, Fred Purdy, Pat Wielinski
Parish Life: Lorna Jordan, Jeff Tennant, Amanda Wolf, Amanda Chambers
Children & Youth: Jill Rumford, Nan Archbold, Bill Grane
Outreach & Servant Ministry: Monica Owen
Saint Peter's Foundation: Jim Ford
Saint Peter's ChildCare: Dave Opdycke

THE STAFF

- Parish Administrator:** Leslie Hannan
Parish Accountant: Donna Felleisen
Sexton: Barrett (Tom) Newman
Children and Youth Ministries: Michelle Killin-Keith
Director of Music & Organist: Michael Miller
Childcare/Nursery Worker: Jennifer Williams
Office Volunteers: Joanne Calkins, Lorna Jordan, John Keller
Rector: The Rev. G. Keith Owen, II
Curate: The Rev. Kelly Aughenbaugh
Retired Assisting Priest: The Rev. John S. Keller
Bishop of Ohio: The Rt. Rev. Mark Hollingsworth

Agenda
St. Peter's Episcopal Church
109th Annual Meeting
Sunday, January 27, 2019

Call to Order – 9:00 a.m.

Appointment of Tellers

Approval of 2018 Minutes

Report of the Nominating Committee, additional nominations

Balloting (if necessary)

Presentations:

Treasurer – Dan Lammers
2018 Year-end
2019 Budget

St. Peter's Foundation – Susan Jensen

Planting for Tomorrow Updates
Fred Purdy
Mike Bickerton

Reports: All filed by title in Annual Meeting Booklet

Rector
Curate
Wardens
St. Peter's ChildCare
Parish Ministries

Questions/discussion

Adjournment at 9:45 a.m.

St. Peter's Episcopal Church
Lakewood, OH
Minutes of the 108th Annual Meeting
Sunday, January 28, 2018

Parish: Various members of the church were present.

Clergy: Rev. Keith Owen, Rev. Kelly Aughenbaugh

Vestry: Sara Ferry, Senior Warden; Tom Andrews, Junior Warden; Amanda Wolf, Clerk; Dan Lammers, Treasurer; Fred Purdy, Mark Lekan, Ryan Vogelgesang, Fred Purdy, Dennis McCready, John Rich

Absent: Mark Lekan, Doug Hoffman

Staff: Leslie Hannan, Tom Newman, Michael Miller, Michelle Killin-Keith, John Carlson

Call to Order and Rector's Report

The Annual Meeting was called to order at 9:30 am beginning with the Holy Eucharist. The Rev. Keith Owen presented his annual report in place of the Sermon. Upon conclusion of the Holy Eucharist, the Rev. Owen appointed the retiring Vestry members as Tellers if needed.

2017 Minutes

On motion of Chas Geiger and seconded by Susan Jensen, the minutes of the 2017 Annual Meeting were approved.

Report of the Nominating Committee

Tom Andrews delivered the Nominating Committee's report. Barbara Caravona was presented to fulfill the open 2-year term. Dennis Driscoll, Dan Lammers, Jeff Tennant, and Linda Purdy were presented to stand for 3-year terms. Annika Mintzlaff will continue to serve as the Youth Representative for the next year.

With no further nominations, the Annual Meeting was declared in recess for brunch.

After reconvening at 12:00pm, It was moved that a single ballot be cast for the slate as presented.

On motion of Tom Andrews and seconded by Ryan Vogelgesang, a single ballot was cast.

Barbara Caravona was elected to a Vestry term ending at the Annual Meeting, 2020. Dennis Driscoll, Dan Lammers, Jeff Tennant, and Linda Purdy were elected to Vestry terms ending at the Annual Meeting, 2021, and Annika Mintzlaff to a term ending at the Annual Meeting, 2019.

Keith thanked the outgoing Vestry members for their service.

Treasurer's Report

Dan Lammers, Treasurer, presented the final report for 2017 as well as the budget for 2018. Dan noted that the budget for 2017 differed due to the capital campaign. The church started with a deficit, but ended with a small surplus. Dan then outlined the various line items for the 2018 budget and answered questions of the congregation. The entirety of the Treasurer's Report was printed in the Annual Meeting Booklet.

Senior Warden Report

Sara Ferry submitted the Senior Warden's report. She profusely thanked the congregation for being part of her life, and announced that she will be officially retiring from the Vestry. Her full report was printed in the Annual Meeting Booklet.

St. Peter's Foundation

Jim Ford submitted the St. Peter's Foundation's report. He noted how the Foundation has changed over the last three years. There will be a \$300K gift given to the church for the construction of the new building. Jim thanked the members of the Foundation. The entirety of the St. Peter's Foundation's report was printed in the Annual Meeting Booklet.

St. Peter's Childcare

Courtney Nerad, Michelle Killin-Keith, and Nan Archbold presented the Childcare report on behalf of Dave Opdycke. They talked about the challenges of finding a new place to house the center during the building construction. They hope to be up and running by March 1 at Saint James. The report for St. Peter's Childcare was printed in the Annual Meeting Booklet.

Planting for Tomorrow

Fred Purdy presented the progress of the Design-Build committee and decisions made over the last year. A design/development phase produced preliminary drawings. They received unanimous approval from the City of Lakewood for the new building construction. Discussion ensued. The entirety of the Design-Build Committee's report was printed in the Annual Meeting Booklet.

Keith talked about the project financing in Mike Bickerton's absence. Keith noted that the flux of pledges and funds have been in our favor and we are ahead of schedule in funds. The entirety of Mike's report was printed in the Annual Meeting Booklet.

Curate Report

Rev. Kelly Aughenbaugh noted her report is in the Annual Meeting booklet, thanked the congregation for allowing her to be at St. Peter's, and she is grateful for her service.

Other Reports

Michelle Killin-Keith, Director of Children and Youth, reported on all the youth programs and events that happened in 2017, including Sunday childcare, Family Time, Sunday School, Youth Bible Study, intergenerational events, and more. Her full report was printed in the annual meeting booklet.

Michael Miller, Director of Music, reported on the music programs for 2017. Michael's full report was printed in the annual meeting booklet.

Other numerous reports from St. Peter's groups and committees were filed in the annual meeting booklet for the benefit of the church membership.

Closing Remarks

Noting that all other reports are printed in the Annual Meeting booklet, Rev. Owen invited comments and questions from the membership.

Adjournment

There being no further business, on motion of Ken Taylor and seconded by Susan Jensen, the meeting was adjourned at 1:11pm.

Respectfully submitted,
Amanda Wolf, Clerk

Nominating Committee Report

The Nominating Committee is pleased to offer these names for consideration and election; Amanda Chambers, Dan Gourash, Sarah Taylor and Tucker Handley.

Amanda Chambers



Amanda Chambers is a lifelong Episcopalian. She lives in Berea with her daughter Amy. Amanda works for Dairy Farmers of America which is a dairy cooperative located in Medina. She has been a member of St Peter's since 1988. During the past 30 years, she has been involved with the youth group, served twice on vestry, was part of the pastoral partners team, worked on adult education committee, worked on our Centennial committee and currently over sees our coffee hour after the 10 o' clock service.

I am looking forward to serving on the vestry. My love of this parish family is the gift I bring to vestry. I am excited to see what opportunities our new building will bring to St. Peter's as well as our larger community.

Dan Gourash



I joined St. Peters in 1986 and was married by Rev. Dick Morris in what may have been the last marriage he performed here. Since that time, all three of my children were baptized at St. Peters and I was Received into the Episcopal Church by Bishop Mark Hollingworth. I served on the Child Care Committee for many years in its early days and was part of the team that helped obtain its first state accreditation. I also served on the Vestry and became Senior Warden at the time when we were searching to replace Carol. In that capacity, I was very involved in the search efforts and discernment process that resulted in our hiring of Keith. Jokingly, Keith keeps track of his tenure at St. Peter's by my son's age, as his first pastoral visit was to the hospital when Emmett was born. While on Vestry I was involved in developing the theme and leading our annual pledge campaign. I also have been certified as a Chalice Bearer and Lector and served as a reader and intercessor, principally at the 8 am service. I have bounced around a bit between the 8 am and 10 am services, but lately have found the music at the 10 am to be so engaging that I am drawn to that

service more often than not. But I do miss seeing my fellow early risers. Having sold my sailboat, I have become a more faithful attendee in the summer, but have yet to achieve perfect attendance.

I am drawn back to the Vestry at this time due largely to feelings of commitment and service to the varied ministries of St. Peter's in our community and the world. I am struck by the many Bible passages I read this past year (while doing the one-year complete bible study that we started in January—did anyone else finish?) that focus on deeds, not words. Those passages ring true to me and help guide my way. My profession is as a trial lawyer for 35 years focusing on business disputes and insurance coverage issues. With that, I understand budgets and a lot of legal stuff and will bring my experience to the Vestry. I love my family and my God and like to laugh and have fun.

Tucker Handley



My name is Tucker Handley, and I have been attending St. Peter's for almost three years, starting shortly after I moved back to the Cleveland area in Fall 2015. During my time at St. Peter's I have been involved with several ministries, including Community Meal and youth Sunday School. I have previous experience serving on a church vestry at an Episcopal church in south Louisiana, and if elected to the St. Peter's vestry I would bring with me that past experience and perspective. If given the opportunity, I look forward to serving on the vestry and helping to guide the church into what looks to be an exciting and hopeful time.

Sarah Taylor



Sarah Taylor is honored to be considered for a position on The Vestry.

Sarah grew up attending St. Peter's, and was an active member of the youth group. Although she attended services irregularly at different Episcopal churches throughout her adult life, when motherhood arrived, she returned to St. Peter's to build the village necessary to raise her son.

Sarah spent over 20 years in the food service industry, as a server, bartender and manager. She concurrently operated a small business organizing entrepreneurs. Upon motherhood, Sarah sought a fit for her talent and skills that would allow her a 'normal' schedule, and found that fit at Cleveland Menu, proofreading hundreds of menus every day.

Sarah currently volunteers within the church as a Pre-K leader, coffee server, flower delivery person, Share the Blessings helper and in any way she can find to be of help. Working with and getting to know the children in this village is her favorite part of volunteerism at St. Peter's.

As a single mother, Sarah will bring a different perspective to the Vestry. She understands that families with children have very little spare time for commitments other than to their families, and sometimes just making it to church is all they can manage; so while families with young children are some of our most valued members, their voices tend to be least heard. Sarah hopes to represent these families on the Vestry, bringing forward the concerns busy families don't have the time to address with the church themselves. St. Peter's is entering an exciting new phase, and Sarah is honored to be an active part of it.

Respectfully submitted,
John Rich, Convener

Rector's Report

The Annual Report of the Rector

The Annual Meeting, January, 2019

Dear Brothers and Sisters,

2018 was a pretty awesome year at St. Peter's. There is no denying that the replacement of our program and office building has been powerfully disruptive. However, with a few exceptions, we have all adapted beautifully to the upset of our usual ways. We have seen a significant drop in attendance, due in no small part to the fact that it is just harder to get to church with all the mess and disorder. We have had to reduce our program offerings and squeeze some things (choir, offices, Sunday School) into uncomfortably tight spaces. But I have been delighted at how little grumbling I have heard. Most folks seem excited to see the changes underway.

Beyond the building, some wonderful stuff keeps happening. This year, our Foyer Groups involve more folks than ever before thanks to Jeff Tennant's enthusiastic "marketing" of the program. Our youth and children's programs continue steady growth. Our finances, though in heavy churn, are fundamentally sound. I cannot honestly pinpoint any aspect of our parish life right now that gives me great pause. 2018 was a pretty remarkable year.

2019 promises to be even more exceptional. I am pleased to let you know that the Vestry has accepted my recommendation to extend Kelly Aughenbaugh's ministry with us at least to the end of the calendar year. Bishop Hollingsworth has blessed this, the St. Peter's Foundation has agreed to continue funding her position, and a kind donor has made a significant gift to plug any budget gap remaining.

At some point in late Spring, our new building will be open for business. Then will begin a truly exciting period in our parish life. Trusting the guidance of the Holy Spirit, we will begin to "inhabit" this new building. A new Garth and grounds will have to be landscaped. A new "coffee hour" will have to be imagined." There will be new ways to move people around and new customs and habits to build. There will be new spaces to fill with parish, youth and children's programming and community programs. There will be a whole new space available, the Chapel of the Confession of Saint Peter, for worship, education, meetings, weddings and funerals. There will be added program space in the Undercroft. And every inch of our campus will be easily accessible to folks with mobility issues. I can barely contain my excitement.

Brian Dudich, our Building Site Supervisor, a long-time building trades guy, keeps saying to me: "Father Keith, this building is really bold! It's going to make a statement!" I hope and pray he's right. I hope and pray that all of us will begin to imagine ways we can fill this building with vitality and energy and activity. The hard work of raising money and building is almost complete. The harder work, but much more fun work, of filling our building with evangelical life, will soon begin.

To that end, mark your calendars now for June 9th, 2019, Pentecost Sunday. God-willing, we will use that entire day to celebrate our new building, open it up to the community, and celebrate our accomplishment. I envision an all-day event of worship, barbecue, building tours and the like. I envision inviting all the folks who helped us design and build this thing to join us. I envision inviting the whole community to stop by in the afternoon to look and see. Bishop Mark Hollingsworth will join us at 3:00 p.m., along with as many "dignitaries" as we can scrape together, formally to cut the ribbon and bless the building. I envision a big to-do. Consider it required attendance and, of course, volunteers will be needed!

And after all that, hopefully, the dust will settle, the final bills will get paid, and we can enjoy the fruits of our decade of hard work. We can rest. A little.

In the meantime, parish life will continue as it always does. Sundays will come, the choir will rehearse, every month the community meal will happen, the Chancel Guild will spruce things, Sunday School and Youth Group will keep having fun learning together. Your excellent parish staff (with an average tenure of 10 years), will continue cheerfully to do more with less. As always, we need you. We need acolytes. We need choir members. We need ushers. We need new folks in our chancel guild. Beginning in May, I will be appointing a brand-new task group, which I am affectionately going to call "God's Squeegee Squad," who will gather twice a year with food and drink to make sparkle the great expanse of exterior glass on our new building.

Below, please find the ever growing "thank you" list that usually accompanies my report. I will not dare to do it here for lack of space! So, allow me simply to thank all of you for your prayers, your presence, your financial generosity and your enthusiasm in doing the work of this congregation. In my fifteenth year here I thank God, and feel deeply privileged, still to be your priest.

Your Brother in Christ,

Keith

The Thank You List

Here, I hold up before this congregation folks who deserve a special word of thanks. This is a dangerous thing to do, because my memory is increasingly similar to swiss cheese. I tremble, knowing in advance that I have forgotten some folks. So, if your name has slipped through one of my mental holes, please look at me funny and it will come to me, and I will add your name to the list!

*Martha Taylor and John Rich, our wardens, and for Fred Purdy, Dennis McCready and Doug Hoffman who, along with John, conclude today their terms as Vestry members. We also thank Amanda Wolf, who served as our Clerk, and for Dan Lammers, who has served as Treasurer.

*For Jim Ford, who has completed a 5 year term as St. Peter's Foundation Supervisor. For three of those years, Jim has served as President of the Supervisors. He did a marvelous job during a very demanding time.

*For Fred Purdy, who has diligently led the Design/Build Committee. Along with Doug Hoffman, Tom Newman and myself, he has met every Tuesday morning since March with the Marous Bros. construction team.

* For Mike Bickerton, who heads up the campaign Ways & Means Committee, crunching the numbers to make sure we are on track.

*A shout out to our marvelous staff: Leslie Hannan, Tom Newman, Kelly Aughenbaugh, Donna Felleisen, Michelle Killin-Keith, Michael Miller. Michael this year marks 10 years as our music director. All on the staff, save Kelly, have been at St. Peter's in excess of 10 years. We are blessed. We thank our Choral Scholars. And we thank Jennifer and Abby Williams, who cover our nursery on Sunday mornings.

*Dave Opdycke and the volunteer Board Members of Saint Peter's Childcare. Courtney Polinski, Director.

*Office Volunteers: Joanne Calkins, Lorna Jordan, John Keller.

*Cathe Step. Chancel Guild director, and the amazing chancel guild teams.

*Amanda Wolf: Our parish webmaster.

- * Jeff Tennant, with help from husband Bruce Smith, for super-charging our Foyers Group program.
- *Janis Carlson and Lorna Jordan, who keep Martha's Table ready to help parishioners.
- *To Lorna Jordan again, for her good work coordinating "Explore and Connect" and the funeral receptions offered by St. Cecelia Guild.
- *Bob Lewis and Alison LaRosa, who every several weeks or so, quietly steal in here to straighten up the pews, even polishing them a couple times each year.
- *Susan Jensen and the Stewardship Committee.
- *Jennifer Williams who coordinates the Share the Blessings Project, Jan Cook who coordinates our tutors, and all the many folks who help in many ways with the kids at Waverly Elementary School.
- *Jan Babbit and Lesley Demagall, who coordinate our Community Meal. And for everyone who makes our Community Meal an important outreach to the community, and fellowship opportunity for parishioners.
- *Bill Grane and his merry band of brass polishers. And for all the folks who turned out to decorate the sanctuary for Christmas.
- *Liturgical Volunteers of all stripes - of which there are altogether over 100
 - Chancel Guild
 - Lectors
 - Chalicers
 - Eucharistic Visitors
 - Ushers
 - Acolytes
 - Bell-ringers
 - Choir members
 - Flower deliverers
- *Liz Crosby, Martha Taylor, and Sara Ferry, our vergers. And for Liz, Gina Massetti, and Jane Nash, who schedule our liturgical volunteers - one of the most mathematically difficult exercises a person can ever do!
- *Volunteers in the Children & Youth Program
 - Youth Group advisors
 - Sunday School teachers
 - Nursery and pre-school volunteers
 - Folks who help with the Christmas Eve madness, also known as a Christmas pageant.
- *Now, please look at me funny if I forgot you.

Your Colleague in Christ,
G. Keith Owen, II, Rector

Curate's Report

Dear St. Peter's Community,

Can you believe we are already in 2019?! The past two years I have been serving with you has gone fast but been full of many things. It is important to pause and reflect about what has happened and dream about what may come. That is where I find myself in writing this report- in a place of reflection of what has happened and dreaming a little of what may come.

I've served with you for more than two and a half years and I have gained more experience as a new priest and am grateful for your guidance and allowing me to do ministry with you. I am grateful and happy for the opportunity to serve both with you at St. Peter's and with our little community at St. John's. I have valued and enjoyed this curacy, and remain grateful to Fr. Keith, the congregation of St. Peter's, Bishop Hollingsworth and all those who made it possible for me to have a curacy.

Over this past year I've continued to help with the liturgical leadership of services during the weekdays and weekends, including Holy Eucharists, baptisms, funerals, and marriages. We also had a Blessing of the Animals service in October around the feast of St. Francis of Assisi- a fun aspect of worship! It is meaningful and a privilege to be with people during significant times in their life.

Leading services at the Normandy has become more familiar and comfortable, and now that there are two buildings that we hold services in, there is a chance to meet different people and continue to build relationships with those we already know.

Another fun aspect of worship was helping the St. Peter's team with Vacation Bible School this past summer and also going on (for a few days) those participating in the mission trip to Brother's Keeper in West Virginia. This was an especially neat experience because we not only had youth and parents of current youth, but also adults from our congregation who wanted to help to! An intergenerational and communal mission trip!

Michelle and I put together another gathering for new parents and their children at St. Peter's where parents and their children got to meet and talk with each other. We will continue to host these gatherings to support families and provide a space for them to connect and build relationships. Our young-ish adult group continues to meet and build relationships with each other, the congregation, and do activities that have a social mission. I hope this will be more collaborative and that the youngish adults will continue to bring to the group those things that are important to them. That's what will make it last and be worthwhile for us all.

At St. John's with our two entities: the Institute at St. John's and St. John's Church, we've continued to work on collaborating with other groups and organizations and also host our own events throughout the year. Megan, the Institute Director, left in August because she began residential seminary in Texas. I've missed having a teammate to work directly with and it has been challenging at times to manage both the Institute and Church sides but it is important to and it is a good learning experience. The St. John's Board is in process of deciding what to do next and who to hire for the Director position. In the meantime we are doing what we can to host and collaborate on events and still have our weekly prayer service on Thursdays.

This past year we finally got a tour organized for St. Peter's folks to visit and learn about St. John's. About 10 people attended and we had lunch together after, which was a good way to continue to talk and fellowship. I still need to work on communicating about the events that St. John's has with St. Peter's and see this as an opportunity for 2019.

Many of our events and worship services at St. John's continue to involve music. Which is great! We've heard a range of things in the building, from early and classical music, contemporary music, folk music on guitar, and ambient holiday music! Each have been wonderful and unique events and worship! This range of musical expression is something we are open to and excited for, especially because the focus is on inviting people, our community, to hear and participate in these different programs. There are already a few concerts on our calendar for 2019!

We also celebrated with Cleveland Public Theatre and other community members the 5th anniversary of Station Hope, a multi-hour and multi-artist (several hundred!) event that focuses on hope, liberation, and freedom, both from things past and things present. We look forward to partnering with CPT again for another Station Hope this May!

You may remember that my Curacy at St. Peter's is only for three years, and that is up in June of this year. I've been in conversation with Fr. Keith, Rev. Percy Grant, and Bishop Hollingsworth about next steps for me and I still have to talk and listen to God. I will keep you all up to date about what next steps I will take and when.

As I think about 2018 there were many things that happened and it was a full, yet good year. Thank you for your continued warmth and welcome. It has been a blessing to spend time with you all. As we continue into 2019 may we all be willing and courageous followers of Jesus and work for justice, equality, and peace for all.

In peace and with gratitude,
Kelly Aughenbaugh
Curate

Senior Warden's Report

Good Morning Saint Peters!!

While reading over last year's senior warden article from Sara Ferry, I was struck by her opening. She began by using the word "resiliency." For many lovely reasons, she goes on to explain why 2017 was a year of resiliency for the members of our parish. So, taking her lead, I began thinking about what word would best describe 2018. "Tenacious" is the word I would choose.

Tenacious - holding together; cohesive; not easily pulled asunder; tough and stubborn!

Yes, I would say we have been a very tenacious group this year! Let me share with you how I believe we have stuck together and shown our toughness.

Our wonderful building: This time last year Sara was commenting on how plans had been approved and we were all anxiously awaiting the day when we would share in the ground-breaking ceremony. Today here we are with roof trusses all installed! Our contractors were indeed tenacious in dealing with all the headaches we faced in "getting out of the ground." "Keith if I can just get us out of the ground everything should be smooth sailing," said our foreman. Kitchen flooding, caving streets, shale shelves, plumbing reroutes etc, etc, etc, we held on and are indeed out of the ground. And how magnificent it is!! I have watched person after person walk throughout the shell and time and again, I witness everyone looking up. Though I believe that they are struck by the glorious vaulted ceilings, I would also like to believe that it is a nod to our loving God who answered all our prayers to make this come to fruition.

Our tireless staff: What a bunch! With a wonderful vision and lots of creativity, Tom Newman, our sexton, was able to transform our undercroft into a legitimate working office space. Though staff members will confess that there is a bit less privacy than they would desire, the space has served its purpose well and our staff has soldiered on. To Leslie, Donna, and Tom, thank you for continuing to carry on in this challenging environment. Though we are a spiritual entity, we are also a business and I thank you for all you do to keep the lights on. To Michael, I say thank you for finding creative ways to keep our choir strong though perpetually struggling to grow your membership. The music this year was as beautiful as I had hoped. To Michelle, you never cease to amaze me at what you manage to accomplish with our youth especially this year with such limited physical space! I am feeling quite blessed that our future generation is getting such a solid foundation from you and your volunteers.

Our incredible clergy: Keith and Kelly....you rock!! I know firsthand how many extra hours you have spent working and worrying about how this project would come together. I have also witnessed the joy I have come to see on your faces as you dream about and plan for the new spaces. I applaud your tenacity in getting us to this point. Worshipping in the new space for the first time in 2019 will be the icing on the cake!

Our thoughtful vestry: It has been such an honor to serve with you for the last two years. As liaisons to all our wonderful committees and caretakers of the budget/finances, you have proven yourselves worthy over and over to love and care for this church. Thank you for finding ways to ensure staff raises that are so deserved. You were thoughtful and mature in your conversations about difficult topics creating an atmosphere of cooperation that kept us continually moving forward. You are an amazing group of individuals!

Our hearty congregation: You are what bring it all together! The volunteer hours you contribute are too numerous to count. I am always struck at how often I find myself saying, "I'm so glad _____ is doing that job because that is so not my strength!" It takes a village and we are indeed a tenacious village. Personally, I would also like to thank this loving body of people for your support this past month with my father's passing. I just stood at the front door the Sunday after he passed and received hug after hug while listening to stories of how he had touched your lives. It was assuredly God's loving embrace sent through the arms of all of you. As I smiled and cried, I know He did too.

2019 will mark my 54th year at St. Peters. I feel fairly confident in saying "I've seen it all." What I've come to understand is no matter what challenge is thrown our way we are not easily pulled asunder. We reinvent ourselves over and over because we listen and trust in God's direction for us. We have a tough and stubborn foundation that has served us very well indeed!

Respectfully and humbly submitted,
Martha Taylor, Senior Warden

Treasurer's Report

Our budget for 2018 was a \$13,881 deficit, unfortunately we ended the year with a deficit of \$33,239. Pledges were \$14,783 below what was promised and our parishioner other support was \$5,758 lower than our historical averages. Fortunately, our expenses were \$2,830 below budget even though utilities were \$10,456 over what we had anticipated.

The good news is our 2019 pledges are up to 5.5% to \$522,000, however our budget for 2019 is a deficit of \$6,416. The increased pledges help offset higher health insurance costs and raises for the staff. The budget deficit would be significantly higher if it wasn't for the foundation and other sources continuing to pay two thirds of Kelly's expenses.

Thankfully our Parish is still in good shape financially as shown on the 2018 statement of financial position.

The new building looks great and will be a wonderful addition to the community. It is an honor to serve as treasurer of St. Peter's and its ministries.

Respectfully submitted,
Dan Lammers, Treasurer

Statement of Activities

Profit & Loss Budget Performance: 2018 and Projected Budget: 2019

	Jan - Dec 18	2018 Budget	2019 Budget
Ordinary Income/Expense			
Income			
40000 · OPERATING REVENUE			
41000 · Parishioner Regular Support	479,500	494,283	522,000
41050 · Parishioner Other Support	21,242	27,000	27,000
41100 · Prior Year Pledge Payments	3,023	1,000	1,000
41400 · Special Occasions Plate/Gifts	9,337	12,000	12,000
41500 · Miscellaneous	50,025	53,000	55,000
41625 · Child Care Occupancy Fee	9,495	7,665	12,874
41850 · Foundation Operating Support	5,000	5,000	5,000
41870 · Operating Gifts/Grants/Bequests	138		
Total 40000 · OPERATING REVENUE	577,760	599,948	634,874
Total Income	577,760	599,948	634,874
Expense			
50000 · PERSONNEL EXPENSE			
50100 · Rector			
Total 50100 · Rector	131,055	132,980	139,492
50150 · CURATE			
Total 50150 · CURATE	73,250	71,716	73,780
50300 · Parish Administrator			
Total 50300 · Parish Administrator	64,755	64,565	66,787
50400 · Sexton			
Total 50400 · Sexton	52,817	53,396	55,215
50500 · Parish Accountant			
Total 50500 · Parish Accountant	27,833	28,893	30,294
50600 · Music Director			
Total 50600 · Music Director	38,066	38,291	40,088
50800 · Children & Youth Minister			
Total 50800 · Children & Youth Minister	22,102	22,543	23,754
50900 · Other Personnel Costs			
Total 50900 · Other Personnel Costs	2,620	3,100	3,100
50950 · Statutory Benefits			
Total 50950 · Statutory Benefits	13,393	12,400	14,000
Total 50000 · PERSONNEL EXPENSE	425,891	427,884	446,510

51100 - OUTREACH OUTREACH -Lakewood Comm Svc Center			
Total 51100 - OUTREACH	3,600	3,600	3,600
51200 - ANGLICAN FRIENDS & PARTNERS			
5501 - Diocese Assessment	79,089	78,000	83,000
Total 51200 - ANGLICAN FRIENDS & PARTNERS	79,089	78,000	83,000
52000 - ADMINISTRATION & STEWARDSHIP			
Total 52000 - ADMINISTRATION & STEWARDSHIP	18,902	19,200	20,100
54000 - MAINTENANCE & PROPERTY EXPENSE			
Total 54000 - MAINTENANCE & PROPERTY EXPENSE	54,231	46,020	53,960
54500 - CHILDREN & YOUTH			
Total 54500 - CHILDREN & YOUTH	3,436	6,700	5,420
54600 - MUSIC & ARTS			
Total 54600 - MUSIC & ARTS	21,642	27,625	22,000
54700 - OTHER PROGRAM EXPENSE			
Total 54700 - OTHER PROGRAM EXPENSE	4,208	4,800	6,700
Total Expense	<u>610,999</u>	<u>613,829</u>	<u>641,290</u>
Net Ordinary Income	-33,239	-13,881	-6,416
Other Income/Expense			
Other Income			
42000 - NON-OPERATING REVENUE			
41800 - Community Meals Gifts/Grants	414		
41900 - Designated Offerings	19,439		
41910 - Outreach Plate Offerings	25,113		
42001 - Rector's Discretionary Fund	11,862		
42900 - Other Non-Operating Revenue	<u>3,685</u>		
Total 42000 - NON-OPERATING REVENUE	60,513		
45000 - CAPITAL CAMPAIGN REVENUE			
42400 - Capital Campaign Contributions	731,619		
42450 - Gain/Loss-Capital Camp Surplus	<u>15,862</u>		
Total 45000 - CAPITAL CAMPAIGN REVENUE	<u>747,481</u>		
Total Other Income	807,994		

Other Expense

90000 · NON-OPERATING EXPENSE

5315 · Reimbursed Expenses	1,105
5425 · Depreciation Expense	9,183
5503 · Community Meals Program Expense	414
5507 · Outreach Plate Offerings	25,113
5510 · Other Non-Ops Expenses	3,685
5515 · Rector's Discretionary Offering	11,837
5525 · Designated Offerings Expense	<u>19,634</u>

Total 90000 · NON-OPERATING EXPENSE 70,971

95000 · CAPITAL CAMPAIGN EXPENSE

5524 · Capital Campaign Expenses	<u>1,322,673</u>
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Total 95000 · CAPITAL CAMPAIGN EXPENSE 1,322,673

Total Other Expense 1,393,644

Net Other Income -585,650

Net Income -618,889 -13,881 -6,416

Statement of Financial Position

as of December 31, 2018

	<u>Dec 31,</u> <u>18</u>
ASSETS	
Cash Assets	
Checking/Savings	
11000 · Cash-PNC Checking	42,122
11100 · CASH - FIRST FEDERAL Checking	200,223
11250 · PNC Capital Campaign Checking	3,189
11350 · FIRST FEDERAL Capital Campaign	11,136
11500 · Petty Cash	<u>100</u>
Total Checking/Savings	256,770
Other Current Assets	
13750 · Capital Camp Surplus-Foundation	<u>753,044</u>
Total Other Current Assets	<u>753,044</u>
Total Cash Assets	1,009,814
Fixed Assets	
15000 · Roof Replacement Project 2008	281,928
15200 · Building Capital Campaign Impro	786,902
15250 · Building-Facade Work 2008	90,518
15400 · Accumulated Depreciation	<u>-338,627</u>
Total Fixed Assets	<u>820,721</u>
TOTAL ASSETS	<u><u>1,830,535</u></u>
LIABILITIES & EQUITY	
Current Liabilities	
21000 · Restricted Accounts	
22000 · In/Out Designated Funds	
25500 · Community Meal Fund	8,060
25600 · Epiphany Proj/Share The Blessin	1,293
25900 · Mission Trip	<u>221</u>
Total 22000 · In/Out Designated Funds	9,574
23000 · Donor Restricted Accounts	
24200 · Memorial Flowers	3,799
24750 · Capital Funds	456
25200 · Music @ St. Peter's	46,041
26600 · Music & Light Campaign	<u>2,067</u>
Total 23000 · Donor Restricted Accounts	52,363

24000 · Church's Restricted Accounts	
24700 · Mntc/Office/Columb Reserves	49,037
25100 · Fellowship Committee	145
25300 · Vestry Decision Fund	12
25400 · Outreach Decision Fund	836
26150 · 2019 Prepaid Pledge	60,813
26300 · St Peter's Youth	6,779
26400 · St. Cecilia's Guild	770
26500 · Altar Guild Fund	1,445
26660 · Curate Discretionary Fnd	6,680
26665 · Rector's Discretionary Fund	<u>7,860</u>
Total 24000 · Church's Restricted Accounts	134,377
Total 21000 · Restricted Accounts	196,314
24110 · Health Insurance Payable	58
24120 · Pension Payable	<u>-354</u>
Total Other Current Liabilities	196,018
Total Liabilities	196,018
Equity	
39000 · Net Assets	2,253,405
Net Income	<u>-618,888</u>
Total Equity	<u>1,634,517</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,830,535</u></u>

St. Peter's Foundation

In 1966, St. Peter's parishioners established the St. Peter's Foundation to pay for special projects, programs, and large unexpected church expenses.

The Foundation's management falls to a Board of Supervisors comprised of ten parishioners, who meet every other month. Each Supervisor is appointed by the Vestry, and serves for a term of five years. The 2018 Board consisted of Harold Babbit, Mike Bickerton, Kelly Dillon, Jim Ford (President), Doug Hoffman, Gerry Horning, Susan Jensen, Meredith Nash, Fred Purdy, and Pete Wheeler. Dan Lammers served as Treasurer and the Rev. G. Keith Owen served as Secretary.

In past years, the Foundation has helped the church with specific projects.

For example:

- 2008: Loaned \$395,000, interest-free to St. Peter's for roof and façade repairs
- 2010: Gave \$20,000 to help pay for the Rector's sabbatical
- 2011: Gave \$10,858 for the purchase of new administrative computer equipment
- 2013: Gave \$12,400 for the purchase of a new office copier
- 2014: Gave \$1,000 for defibrillator training
- 2015: Gave \$1,124 for Diocesan Intern, Kelly Aughenbaugh
- 2016: Gave \$14,400 towards salary for Curate, Kelly Aughenbaugh
- 2017: Gave \$25,000 towards salary for Curate, Kelly Aughenbaugh
- 2018: Gave \$26,000 towards salary for Curate, Kelly Aughenbaugh

In addition, the Foundation has given \$5,000 annually towards general parish operations.

A number of years ago, the Foundation created an internal "Spending Cap" so it could continue to give generously, but not dig too deeply into its principal. That spending cap is a guideline, calculated as 5% of the Foundation's average total assets of the last three years. Since 2013, the Foundation has used a professional investment advisor, Rich Veres, of Highland Consulting in Westlake, Ohio. Mr. Veres recommends various mutual funds to help the Foundation grow, while keeping its equity and fixed income investments within specific percentage allocations.

The Sources and Uses of funds in the Foundation for 2018 were as follows:

FOUNDATION:

Investment Balance as of 12/31/17	<u>\$1,543,900</u>
Income:	
Columbarium Sales	\$950
Gifts and/or Bequests	\$2,015
Invest Gains/(Loss)	(\$19,175)
Expense:	
To Parish Ministries	\$31,000
Curate Support, \$26,000	
Parish Support, \$5,000	
Miscellaneous Expense	\$1,420
Annual Audit Fee, \$1,250	
PNC Bank Service Fees, \$69	
Checks for First Federal, \$101	
Consulting Fees	\$3,000
Investment Balance as of 12/31/18	<u>\$1,492,270</u>

CAPITAL CAMPAIGN SURPLUS:

Investment Balance as of 12/31/17 **\$1,087,182**

Income:

Investment Gains/(Loss) \$15,862

Expense:

Surplus funds transferred to pay
for Capital Campaign Expenses (\$350,000)

Investment Balance as of 12/31/18 **\$753,044**

The Foundation always welcomes financial gifts of any size. Such gifts have allowed the Foundation to support the church for half a century, and will continue to do so for many years to come!

Respectfully submitted,
Jim Ford, President



The Design – The Design/Build Oversight Committee met regularly throughout the first half of 2018, and continued on an “as-needed” basis through the remainder of the year. The committee includes the following members: Fred Purdy (Convener), Rev. Keith Owen, Tom Newman, Cathe Step, Dennis McCready, Doug Hoffman, Matt Ospelt, Courtney Nerad, and Dave Tabar. They are joined by Martha a Taylor (Senior Warden), John Rich (Junior Warden) and our Curate, Kelly Aughenbaugh.

During December of 2017 and the first two weeks of January, 2018, the City of Lakewood Board of Architectural Review reviewed the architectural drawings for the project, requested minor revisions to the exterior details of the building, and approved the project for demolition and construction permits at their first meeting in January.

The first quarter of the year saw the completion of the formal construction contract with Marous Brothers Construction Company, with legal counsel provided by Randall B Shorr, Attorney at Law. Mr. Shorr was selected for his familiarity with Marous Brothers contracts and his experience in building projects in the Cleveland area.

The first quarter also saw the completion of the construction drawings and preparation of the bid packages for the various subcontractors by the Marous Brothers team. The demolition of the existing building was preceded by extensive abatement procedures of hazardous materials (common to buildings constructed in the 1950’s –‘60’s), during April/May. The demolition and removal of the existing structure exposed a layer of sandy soil unsuitable for foundational support of the new building, requiring remediation prior to beginning the new building process. Foundation work began in June, approximately 6 weeks from the project inception.

The balance of the year adhered closely to the planned schedule of operations, with dramatic progress visible during November and December. Once the construction phase of the project commenced, project oversight was assumed by a Construction Liaison Team meeting on a weekly basis with the Marous Brothers on-site management team. We acknowledge the dedication of Fr. Keith Owen, Doug Hoffman, Fred Purdy and Tom Newman for their constant attention to the details and financial aspects of the project.

At the time of this report we are now approximately four months from the projected completion of the project sufficient to obtain our certificates of occupancy, although portions of the project will still remain to be completed beyond that date. Subcommittees have been formed to address both decorative and Liturgical interior furnishings, final landscaping plans and similar aspects of the project.

Excitement is building as the project takes on its final form, realizing the plans, expectations and contributions of so many for over a decade or more. It is our gift to the parish and to the community, now and for years to come.

Respectfully submitted,
Fred Purdy

The Financials

The Campaign: The Diocese has given us a reconciliation of payments through 12/31/18 showing that we should expect a payment for the 4th quarter of \$801,673. After all pledge write offs, that leaves us with \$306,537 in original campaign pledges yet to be received. The Saint Peter's Foundation has also pledged. Our obligation to the Diocese for the Bellwether Farm project (\$340,500.) has been paid in full.

The original campaign resulted in \$2,702,530 in pledges and we have received \$288,375 in additional pledges and payments since (not including the Foundation pledge). We have received total payments of \$2,525,736 to date and have written off a total of \$42,100 in pledges.

Of the original 116 pledges, all but 58 have been paid in full. Of these, only six have a balance greater than \$10,000. Delinquency is not a significant issue in these remaining pledges.

I believe that, though the campaign officially ends June 30, 2020, we will be substantially complete with the campaign by December 31, 2019.

The Project: At 12/31/2018 construction was well underway. We have made payments to Marous Construction totaling \$1,331,020 of the total contract value of \$3,458,044 (including the change orders made necessary through unforeseen events). Other expenditures outside the contract total \$67,624, consisting of legal and insurance fees and temporary space considerations for our office staff and child care center.

Our budget, including \$100,000 for furnishings, \$117,000 for other undercroft projects, \$40,000 for relocation expenses and \$20,000 for insurance costs totaled \$3,735,044. We have spent \$1,395,331 so far, so we have \$2,339,713 left to spend.

As reported we have \$767,319 in cash currently, we expect an additional \$801,673 from the Diocese within the next few weeks, giving us \$1,568,992 in cash. We have remaining pledges totaling an additional \$656,537.

If all receipts and expenditures go according to the remaining plan, we are looking at a potential deficit at the end of the project of \$114,857. This shortage will be financed by the Saint Peter's Foundation, and a strategy for repayment will be decided by the Vestry at a later date.

Respectfully submitted,
Michael Bickerton

Children and Youth

Children, Youth, and Family Ministries Purpose Statement

The purpose of St. Peter's Christian Formation Program is to enable children of all ages to discover and know the biblical story of God and God's people within the context of the beliefs and practices of the Episcopal Church. One goal of this ministry is to help each participant find guidance and meaning in their own lives, both alone and in the community, and come to know themselves and others as children of God.

Family Time

We begin each Sunday morning at 9:45am with "Family Time" during the school year. Families take turns hosting this ten-minute session. During this time the host family can do whatever they want. Some past activities include: reading a favorite story to everyone, making bird feeders, playing their favorite game, even putting a ginger bread house together; it can be anything that interests the host family. Special "Thank You" to John Rich (kids thought he was the Bishop ☺) for sharing the Polar Express story with us, we hope to make this an annual event.

Sunday Childcare in the infant and toddler rooms

Jennifer Williams remains the paid staff person in the infant and toddler room. Jennifer's daughter Abby Williams volunteers each Sunday to help with the little ones. They have seen 2-4 children each Sunday.

Preschool room – 5th grade (ONE-ROOM CLASS)

For most of the year we have been utilizing a One-Room class model. Bill Grane and I have taken the lead with an additional two volunteers to assist with crafts and such. Initially we were continuing to use Spark but moved to Children's Church curriculum to accommodate the age difference. To follow along with the Winter Olympics, we held our own Winter Games and went for the Gold with God. Through Advent this year Bill Grane and I developed our own lessons and programming that seemed to be very much enjoyed by the children. We have reached maximum occupancy (due to construction) on multiple occasions and dealt with this by asking parishioners nicely to head up to worship.

Children's Ash Wednesday Service

This past year we held our seventh "Children's Ash Wednesday Service", thankfully with Bill Grane taking the lead. He directs an interactive & rotational children's service. This service consists of four interactive stations and a fifth station for the Imposition of Ashes and Eucharist. Station One: Water: small table, container of water; Station Two: Oil: small table, container of oil; Station Three: Light: small table, candle, matches or lighter; Station Four: Alleluia Banner: banner or chart stand, purple net; and Station Five: Ashes/Eucharist: container of ashes. This is such a special service and we hope to have more involvement moving forward.

Middle School and High School Bible Study 6-12

Jamie Love, Linda Purdy, Jeff Gardner, Tucker Handley and Larry Keith continue to offer an array of conversation on current events and relating these events back to the bible; how the bible tells us to handle the good and the difficult in life. They continue to use LinC – youth connecting faith & life curriculum when not engaged in studies of current movies.

Youth Group grades 5-12

Larry Keith and I continue to lead a great program with help from parishioners and parents. We continue to witness great attendance of our youth but always seem to be in need of young “cool” adult advisers. This year we set our calendar to reflect the majority’s availability. The group wanted to have fun, study a little bit, all while serving the church and community. We again spent Maundy Thursday with Rosalind Hughes at Church of the Epiphany in Euclid. We successfully meet about 2 times per month and always encourage other groups (Church of the Ascension & All Saints) and friends to join us.

We enjoyed another very busy year. We began 2018 spending many weeks in a row serving others, both at church and offsite. The Homeless Awareness Sleep-Out was the most successful, monetarily and spiritually we helped 5 local shelters. The youth were so focused this year and really understood the importance of what they were doing. We really enjoyed going to Brothers’ Keeper for the first time in a couple of years. From my perspective if we left the shoveling of Pea Gravel off the trip, IT WAS THE BEST MISSION TRIP TO DATE! BK organizers have really done a lot of work to make the program inclusive and an interfaith opportunity. We plan to join them again in 2019. This summer we were able to make cupcakes in June and serve and clean up at the August Community Meal Cook-Out. The youth enjoyed assisting with our week-long Vacation Bible School and various needs around the church.

We kicked off the formation year with a trip Lakewood High School Pool and potluck meal. We enjoyed time at a corn maze and hayride. A few of us placed at the Gritty City 5K that funds youth shelters. Caroling went well and our Christmas party was a hoot with Father Keith wearing a unicorn hat and Madison throwing rings at him. Last but not least we ran A LOT of Fundraisers to support our mission trip. Thank you to all the parents and parishioners that organized and supported each fundraiser.

Safeguarding God’s Children

In accordance with the policies and regulations of our Diocese and Insurance Company, Safeguarding God’s Children training is required for all those who volunteer their time with anyone at St. Peter’s under the age of 18 years, and/or are on Vestry. There are always at least two adults or teens (who have gone through this training) with the children placed in St. Peter’s care. I & Jill Rumford are our certified trainers.

Intergenerational Events

The Easter Brunch participants made a Living Easter Garden complete with an empty tomb. We planted the grass and grew it all through Lent. Then at the brunch we built beautiful gardens. We enjoyed a beautiful Easter Egg Hunt inside following the Family Service. Rev, Kelly and I kicked Lent off with writing prayers on flags and learning Tibetan symbols to write and design ourselves. All the flags were joined and hung here at Saint Peter's to help us all visualize each other's prayers and needs during Lent. ~ Tibetans believe that when the prayers fade and fray away to the wind they will soon be answered. We studied, researched and interviewed folks who previously used Messy Church programming. Then for Advent, Rev. Kelly and I organized our own Messy Church Advent Event. We made soaps, bird feeders, ornaments, and bags then pulled all of this together in a short worship service. This was a multisensory event including, taste, smell, and music. It was very well received and we plan to use this format for Lent and Advent 2019. Thank you, Sara Ferry for all of your Messy Church help. Messy Church is designed to bring in new families and make them feel comfortable if they are not already comfortable in a church setting. We hope this will help make folks feel comfortable in our new building. Who could forget our parish picnic? It was so much fun with tons of people participating in our 5th annual Corn Hole tournament and water balloon challenge. The October Stewardship event at the park was extremely meaningful to the children outside. Rev. Kelly, Bill Grane, and Larry Keith all shared their gifts to make the event a success. We were able to tap into the fall theme, children serving and the beauty of the park all while focused on stewardship-a great team effort!

Lastly, who could forget our annual trip out to Miller's Apple Hill? The rains and storms let up just in time to arrive and enjoy the day.

Summer Sunday School & Drop In Christmas Eve Pageant

2018 was our eighth year offering summer Sunday school. Offering summer Sunday school makes it so much easier for families to attend and gain the most from each summer service. This year I used a previous kit (used 4 years prior) and though it went well, I now know our kiddos like to travel over the summer (within our walls, using our imagination). Now that I know this, I have purchased a travel VBS kit for 2019, look out, here we go! The Drop-In Christmas Eve Pageant was another success!!! Our families look forward to this with such joy, even the smallest child and parents can participate ☺ Thank you to all those who put on a costume and participated and those that directed by moving folks to where they needed to be.

Vacation Bible School Collaboration with Lakewood Congregational Church

We collaborated with Lakewood Congregational Church (across the street) and served 48 elementary aged children for a week in June. We used Cokesbury Rolling River Rampage, Experience the ride of a lifetime with God!

Respectfully submitted,
Michelle Killin-Keith

Director of Music

It is in our liturgy and worship that the people of St. Peter's are most closely gathered week after week. And it is in that context of prayer where music continues to be a vital expression for the community of faith, where together, we share that faith in psalms hymns, spiritual songs, choral music and instruments. I say this year after year because everyone is in some way connected to our music in worship. The greatest musical resource we have is the voice of our gathered community as we pray together. Our music program continues to lend its support and leadership to strengthen and encourage the vitality of that voice throughout the church year.

While there are some very positive things about the music program in 2018, I believe it is important to begin by emphasizing the critical need for more people to volunteer their time and talents for this ministry. For this parish to sustain its weekly Choir (Sept. thru May) we need more volunteers. Put very simply, that is the real need. It is not possible to expect people to be there every week for so many months. Family obligations, travel, illness...these are a few of the real-life situations that are common to everyone, so we need enough people to be able to deal with that reality. And making it more difficult to recruit than most parish ministries, our needs are reflected in the various voice parts of this Choir. This past year and continuing we face a critical need for altos and sopranos, especially from students and younger adults.

I have written and spoken about this now for several years and, unfortunately, we are in about the same position now. As I move on to the good things we accomplished this past year, I ask you to keep this need in your prayers and as part of your focus on the ministries that are at the heart of St. Peter's.

I am glad to report that our Choir has continued its core ministry of musical leadership at the Sunday Eucharist during the past year. The greater requirements of Holy Week and the Advent and Christmas seasons were well supported by choir members and other musicians. The Jazz Eucharist last January was warmly welcomed by parishioners, and made possible by the substantial work of Dave Tabar and Will Tabar. Along with our Choir, we were supported by some outstanding guest musicians for this special Eucharist. These guests were also compensated by your contributions to the sustaining and ongoing music fund that exists because of you. Other parishioners who contributed talents to the music ministry throughout the year included Joseph Jacoby, Tren and Lisa Cheshire, Sagan Woolner and Clint Steinbrunner. We are ever grateful for their willingness to enrich our worship with their talents.

We have also continued to welcome Choral Scholars, who receive a modest stipend for their work, and during this past year have made the difference in helping us to maintain a weekly Choir ministry. These are wonderful people, mostly college students, but all of whom have invested much time, energy and finances to learn and perfect their craft, and bring those strengths to St. Peter's. It has been a pleasure to integrate these singers with our parishioner singers, and everyone is nourished from that positive experience.

I continue to ask for more volunteers from our high school, college and young adult parishioners. This is the future of this ministry. Our Choir is intergenerational now, and we can be welcoming mentors to more young people when they say yes.

Please continue to pray for and encourage this ministry of music. We are in the midst of exciting times here at St. Peter's with new possibilities becoming a reality rather than just a vision. Help us to make music a vital part of this process as we pray, minister and make music in this place.

Respectfully submitted,
Michael L. Miller
Director of Music and Organist

Parish Life

Many different ministries at St. Peter's fall under Parish Life. They include everything from intergenerational events to bringing the congregation together for fellowship and fun including coffee hour, picnics, and breakfasts.

One of the first stops in the life of a new member of St. Peter's might be "Explore and Connect" a series of four sessions which introduce people to the clergy, staff and lay leaders of the parish. The sessions provide information about St. Peter's (including an all-important tour of the building), background on Episcopal Church history and information on potential ministries for new member involvement. At the end of the series, participants are introduced to the congregation during with a short liturgy during the service. Many members of the Vestry and staff came to greet the newcomers during the series. Two sessions were held during 2018.

The popular Parish Breakfasts were suspended for the second half of 2018 due to construction. The breakfasts are held between the 8 and 10 o'clock services. It is expected the breakfasts will resume sometime in 2019. Various families and groups hosted the monthly breakfasts, many providing full hot meals including egg stradas and even a full yogurt parfait bar.

The annual picnic was once again held at Lakewood Park Kiwanis Pavilion with a moving service held in the glorious light of day. Parishioners sit at picnic tables with a beautiful view of Lake Erie during the service. After many years, Jeff Tennant has passed the torch and a variety of parishioners assisted in providing a well-run picnic. Parishioners contributed a wide variety of salads, desserts and other side dishes including some hot ones and beverages. The Corn-Hole Tournament and children's games were a big hit.

In 2018, Amanda Chambers continued as Coffee Hour coordinator. The format of "Coffee Hour with a Twist" continues to be a success. Each Sunday, six families are asked to bring snacks for coffee hour. The names of contributors are assigned alphabetically and published in the Fisherman's Net. Six Coffee Hour Vergers coordinate set up to clean up each Sunday morning on a rotating basis. This past year provided some challenges for coffee hour as it moved to the back of the church while construction is underway. Sexton Barrett T. Newman brewed the coffee in the Undercroft and brought it upstairs while Amanda Chambers and crew did the same for the food. Many people like the coffee hour in the back of the church so they could grab a quick cup of coffee on the way out the door.

Coordination of Foyer Groups changed hands with Jeff Tennant taking over from Amanda Wolf. Jeff employed his computer skills using Evites and spreadsheets for all the participants. In November a dinner was held at the Shoreby Club to share this fellowship with the Choir. Jeff Tennant and Bruce Smith hosted

this event. Foyer groups are small groups of parishioners who meet informally every other month for company and conversation. Each group gets to decide where, when, and how they would like to plan the time of fellowship. Families, couples, singles, snowbirds – parishioners of all persuasions and backgrounds are welcomed and encouraged to be a part of the Foyer Group Family. This is a great way to meet your fellow parishioners outside of Sunday Service.

Ministry to the church shut-ins in 2018 provided a vital link for these important parishioners. They receive the Forward Day by Day booklets four times a year along with handmade cards six or seven times a year. They are visited by the Clergy during the Christmas and Easter seasons as well as receiving calls and communion from the Lay Eucharistic Visitors throughout the year.

Overall, the life of our parish is thriving and our activities continue to encourage participation towards the goal of fellowship within our faith family despite the 2018 challenges presented by the new building construction.

Respectfully submitted,
Lorna Jordan

Report on 2018 Convention of the Diocese of Ohio

I was honored to be a representative of St. Peter's Church along with Martha Taylor and Tucker Handley for the 2018 Convention of the Diocese of Ohio. The convention was held on November 10 at the Cleveland Marriott East in Warrensville Hts.

A Bishop's medal was awarded to Jim Baker of Grace Church, Sandusky. The Reverend Gay Clark Jennings was in attendance and will be serving her final term as the President of the House of Deputies.

Congratulations to Reverend Kelly Aughenbaugh for being elected to the Diocesan Council for a 3 year term and Tucker Handley was elected to the ECS Development Council for a 3 year term. Michelle Killin-Keith was there representing the Diocesan Connecting Communities team that you will be hearing more about this year.

There was a presentation of the youth trip to Belize, where young adults from seven Ohio congregations and youths from Belize, worked together and engaged with the local community of Forest Home outside the city of Punta Gorda. The convention recognized the importance of our youth ministries by adopting resolution R2: Resolution in Support of Increased Young Adult Outreach and Involvement ages 18-30.

The Bellwether Farm staff was introduced and is ready to host this year's summer camps. The camps include gardening, cooking, swimming, canoeing, fishing and traditional camping activities. St. Peter's vestry will hold its annual retreat there February 9-10.

The Bishop's message stressed, "Love God. Love your neighbor. Change the world." I would like to share a quote from the Bishop's sermon Friday night at Trinity Cathedral. "Sisters and brothers in Christ, the world is desperate for models of living together with difference in ways that make us more whole and more holy. God is ceaselessly calling us to be such a model, to show forth, by our patient, generous, honest, and humble work, the way of love. That is the vocation of the church, it is the answer to Jesus's prayer, and it begins with each of us and in each of our congregations. It begins with the expansive understanding that through our diversity and differences we are not divided, but become more whole, more complete, more fully in the image of God."

The Bishop's sermon and more about the convention is in the 2018 winter edition of Church Life magazine that is available online at dohio.org.

Respectfully submitted,
Dan Lammers

St. Cecilia's Guild

St. Cecilia's Guild meets on the third Wednesday of each month, from September through June, and membership is open to all parishioners of St. Peter's. In 2018, the Guild saw an increase in male membership. Guild meetings and events vary in focus from historic church tours to concerts, spiritual development and exploring Greater Cleveland. Most gatherings include a visit to area restaurants.

The popular June luncheon was held at the Cleveland Yachting Club and was sponsored by Naomi Opdycke. The traditional Christmas luncheon was at the Clifton Club with Joanne Calkins as hostess. In February, Case Western Reserve University Professor and St. Peter's parishioner Joseph Jacoby lead a book discussion at the annual English tea at Tina Uible's home.

St. Cecilia continues the work of St. Ann's Guild, putting on receptions after funeral services. In 2018, the Guild put on 5 teas, raising \$440. Two receptions were for long term St. Cecilia/St. Ann's members.

As of December 31, 2018, the Guild account had a balance of \$779.45. It is anticipated some of that money will be used to purchase something for the new building.

Respectfully submitted,
Lorna Jordan

Outreach and Servant Ministries Outreach Partners of the Month & Outreach Decision Fund

Outreach Partners

We are at the end of our twelfth year of having monthly Outreach Partners. We learn about, pray for and donate to organizations that are sponsored by a parishioner each month. For each calendar year, we have five or six organizations that are always on the calendar (The Bishop's Appeal, Episcopal Relief and Development, St. Peter's Childcare Center, Lakewood Community Service Center, Waverly Elementary School, and St. Peter's Community Meal). The remaining months are organizations proposed and sponsored by parishioners. The only real requirement is that the parishioner is actively involved with the organization and wants to share their interest and experiences.

2018 Summary - \$25,113.10

January	Recovery Resources (*NEW*) Tucker Handley \$1352.00
February	American Cancer Society (*NEW*) Amanda Wolf \$1729.00
March	Clergy Discretionary Funds Keith Owen \$2065.25
April	Bishop's Annual Appeal Keith Owen \$1779.13

May	Lakewood Community Service Center Keith Owen \$1843.00
June	Episcopal Relief and Development (Malaria Relief Challenge) Keith Owen \$1485.19
July	Rocky River Meals on Wheels (*NEW*) Jan Cook \$2145.00
August	St. Luke's Episcopal Church Keith Owen \$3215.00
September	St. Peter's Childcare \$2009.00
October	Waverly Elementary Jan Cook \$1507.73
November	Cleveland Public Theater - Y-Haven Project (*NEW*) Keith Owen \$2025.00
December	Community Meal Jan Babbit and Lesley Demagall \$3957.00

Outreach Decision Fund

Y-Haven performance - \$1000.00

Year-end balance - \$835.54

Respectfully submitted,
Monica Owen

Community Meal

The Community Meal, offered on the second Tuesday of the month, continues to be a vital and well supported ministry. Forty or so members of the parish regularly volunteer for the variety of tasks needed to create and serve a nutritious, home-cooked meal consisting of soup, entree, fruit, vegetable, dessert and beverages for our gracious and appreciative guests. This help is essential to making Community Meal a success, but the work is simple and rewarding. We are looking for more volunteers to help with the set-up, cooking, serving and clean-up entailed in pulling this monthly feast together, and heartily encourage you to join us.

We served an average of eighty-three diners per month, a slight -increase from last year's average of eighty-one. The average cost per month for food and paper goods was \$252.70, and the average cost per plate about \$3.04. However, these figures do not include the value of in-kind donations from many of our

volunteers, who provide beverages, desserts, flower arrangements, gifts, magazines, and last-minute grocery items. One volunteer provided substantial papers goods, others provided close to \$500 of entree and side dish items.

Our move to LCC during construction started in May and their staff has welcomed us and done everything possible to make us feel right at home. Our guests found us, even though their access to the building commences later than they became accustomed to at St. Peter's. We've needed to supply paper and plastic goods rather than our customary china and flatware, adding some to our meal cost. We will be happy to return to St. Peter's in the spring and recommence our more environmentally friendly meal service.

We are deeply appreciative of St. Peter's tremendous generosity in December. Community Meal is almost entirely funded by being the December Outreach partner. Thank you for your continued support. We could not do it without you.

Beginning Balance of Community Meal Fund: \$7440.43

2018 Offerings (January - November):	414.00
2018 December Outreach Offerings:	<u>3957.00</u>
Total Offerings:	4371.00

2018 Meal expenses:	(3032.39)
2018 Other expenses (LCC expense, knives, Kitchen maintenance exp)	<u>(719.14)</u>
Total Expenses:	3751.53

Fund Balance 12/31/2018:: \$8059.90

Respectfully submitted,
Lesley Demagall and Jan Babbit

Share the Blessings Project

This year's Share the Blessings Project went very well. The parishioners at St. Peter's helped clothe 21 students at Waverly School through sponsoring students and donations. Our budget started the season with \$1077.55 and ended with \$1293.37 for next year's Project. St. Peter's parishioners donated \$763.00 and we were able to supplement items needed to complete two uniforms and outerwear for each student in the amount of \$547.18.

I would like to thank all the people who participated in the Share the Blessings project at Waverly Elementary School. I'd like to personally thank Scott and Mary Fitz for their continuing help and support. Thank you for another great year.

Respectfully submitted,
Jennifer Williams

Martha's Table

Martha's Table Ministry was created to provide meals to parishioners who can use assistance with food during or after an illness or hospitalization, giving them time to focus on the situation at hand without worrying about what to fix for themselves or the family for dinner. In 2018, 4 teams were assigned one month each on a rotating basis to provide these meals.

When a need is identified, most often by either Keith or Leslie, they contacted the coordinators of the program who, in turn, contacted the team captains. Members of the parish also bring a need to the attention of the coordinators. In 2018, approximately 35 meals were provided.

In the Fall of 2018, Martha's Table was restructured to better serve these needs. It changed from a team approach to a committee of people interested in providing meals.

Under the new format, families are provided two hot meals by two different volunteers. Meals include an entree, one or two sides and dessert is optional. Some volunteers also provide some frozen entrees. However, each situation is treated as needed for that specific situation.

Respectfully submitted,
Janis Carlson & Lorna Jordan

Flower Delivery Volunteers

Every Sunday of the year, with the exception of Palm Sunday, Easter and Christmas, two members of St. Peter's parish each receive one of the lovely floral arrangements that adorned our altar that day. Faithful, devoted volunteers of the Flower Delivery Team deliver these flowers to parish members. We believe that this timely connection between those who are worshipping in church on Sundays and those who are unable to attend services, is indeed an important part of the pastoral ministry at St. Peter's.

We would like to thank the members of the flower delivery team for their devoted service; Sarah Taylor, Jim and Linda Good, Bill Grane, Naomi Opdycke, Brad and Deb Vandrasik, Cherie Bauer, and Barbara Caravona.

Everyone receiving the altar flowers have been touched to be remembered, either for their birthday or anniversary, for their illness, or just to be remembered by the caring people of St. Peter's. Without these volunteers, we could not fulfill our mission and complete this ministry. Thanks to all the members, past and present for a job well done.

Individuals or couples may serve on the Flower Delivery Team. We are in need of more volunteers. Anyone interested in joining us in this rewarding ministry to our own church family is welcome. Please call the office for more information.

Eucharistic Visitors

Eucharistic Visitors are licensed by the Bishop, upon the recommendation and approval of the Rector, to take the sacrament to the ill and infirm after celebrations on Sundays or major feast days. This ministry supports the work of the priests and deacons of the church. St. Peter's currently has five Eucharistic Visitors who visit the homebound on a rotating basis. If you are interested in becoming an EV, please speak to the Rector.

Buildings & Grounds

Buildings and Grounds Committee took a bit of a hiatus for most of 2018 due to the design and planning of the new building as well as the construction. We did hold a couple of grounds clean-up days and would like to thank Mike Hammarlund for spearheading that job. We anticipate getting more involved once the new building is completed. In addition to the fall clean up day, the youth group sanded, scraped and cleaned the kitchen cabinets that Tom finished with a beautiful new paint application. The kitchen walls were also painted with a fresh new coat of paint.

While the new building may bring some new maintenance functions that we are not quite aware of yet, the sanctuary still has plenty of ongoing up-keep and regular maintenance items that have to be addressed

sometime in the future. Some of these items are, roofing maintenance, tuck work maintenance & stained glass maintenance & repair. As of now, I believe I am the only person on the building & grounds committee. After we move into our new space & let the dust settle, we will need to look at adding a few volunteers to this committee and re-focusing on established & new building & grounds issues & activity's

Respectfully submitted,
Dennis McCready

Administration & Finance Ministry

The Administration and Finance Ministry responsibilities include:

- To provide ongoing detailed support to the Vestry in its financial management oversight of the church and its operations.
- To provide policy and procedural support to ensure that all of the administrative and financial related processes of St. Peter's have been thoughtfully developed for adequate internal controls, efficiency and effectiveness.
- To provide annual administrative and technical support in the matters of risk management, including property and casualty insurance and directors and officers insurance, as well as employee benefit oversight, including hospitalization and other related issues for applicable lay staff.
- To provide annual administrative and technical support in the matter relating to the development of an annual budget.
- To provide administrative and technical support in the matters of ensuring personnel and human resource management have been legally and properly handled
- To assist the Rector, as well as office and accounting staff on matters that support the parish and its operations.
- To provide fiscal and administrative continuity during periods of Rector and Vestry officer transition, to ensure continued fiscal integrity, adequate management and sound decision-making.

Parishioners who would like to assist in this role, or perhaps increase their own knowledge of financial operations of the parish are welcome to join this ministry.

Respectfully submitted,
Dan Lammers

Stewardship Committee



The Stewardship Committee members for this year were Susan Jensen (Chair) Fred Purdy, Jeff Tennant and Pat Wielinski, we also benefited from the assistance of two wonderfully talented individuals who generously gave of their talents to the campaign; Amanda Wolf, who created our banners and Anne Marie Foti who found and secured the location for our Stewardship Kickoff Service. The Stewardship Committee received abundant assistance from Leslie Hannan, Father Keith Owen, Tom Newman and Michelle Killin-Keith. Finally thank you to our family members who pitched in to help us prepare for and host the Stewardship Kickoff Breakfast at Lakewood Women's Pavilion, Bruce Smith, Peter Fahrenkopf and Abby Williams.

The Stewardship campaign, JOYFUL LIVING, JOYFUL GIVING, was promoted through NET Articles, Bulletin Announcements, Special Mailings, Banners that were hung in the Sanctuary and a well-received and well attended Kickoff Breakfast at Lakewood Park.

The congregation responded positively:

Campaign Goal	\$530,000
Pledged to date	\$522,461 (98% to goal and 6% higher than last year)
Pledges to date	157
Number of pledged increased	86
Number of new pledges	13

Thank you for the opportunity to serve St. Peter's

Respectfully submitted,
Susan Jensen

Chancel Guild

The Chancel Guild of St. Peter's Episcopal Church is a group of 26 parishioners, working in 4 teams, preparing the sanctuary for worship services of all kinds. We clean the sanctuary and chapel, polish silver and brass, care for linens used and vestments worn, count wafers and measure wine for communion, fill candles with oil, place flowers, healing oil, service leaflets, and collection plates out, set for funerals, baptisms and weddings and clean it all up and store it for the next service.

In 2018 we served 5 baptisms, 1 wedding, 8 funerals, 43 Wednesday Healing & Holy Eucharist services, 14 Saturday summer services, over 100 Sunday services of which 2 were held at Lakewood Park, 3 Christmas services, a week of services through Holy Week, 3 Easter services and many more events and holy days. Our guild was graced with an anonymous gift for a new set of lectern hangings, chalice veil and burse and 2 priest stoles for the Advent season. Also, our Baptismal font was moved to its rightful position in the narthex with a joyful celebration of its 100th anniversary. Our construction project may create some new opportunities for the Guild but will never hinder its mission.

Our guild does all this because we all appreciate the beauty of our church and the manner with which it is used to worship. It is an honor to assist in creating the scene where we glorify God and congregate with one another in the Holy Spirit.

It is with utmost gratitude that the Chancel Guild wishes to identify some people without whom we could not complete our work properly: our families/spouses/partners/children/friends (many of whom join in to help so they can get away faster), Tom Newman, Leslie Hannan, Donna Felleisen, the mighty, mighty Brass polishers and those that stay to help decorate the church for Christmas and Easter. Lastly, thank you to our priests, Keith, Kelly and John for your patience, understanding and support of our hard work and occasional mistakes.

If you think you might enjoy working with the interesting, hardworking, and thoughtful members of our Chancel Guild, let me know! I would be happy to put you to work and you can see for yourself what a fulfilling ministry this is. It is a true pleasure to lead the efforts of a marvelous group of hard workers and watch those efforts come to fruition each week.

Respectfully submitted,
Catherine Step, Directress

Acolyte Service, Lectors and Eucharistic Ministers

A grateful ‘thank you’ to all who serve in this very visible ministry. You are a valued part of Sunday worship and this congregation.

In many ways, our acolytes help us measure time. Each spring we bid adieu to those kids, now all grown up, who head off to college or jobs or the service – or the next chapters in their lives. At the same time we welcome a new batch of recruits who at first appear awkward and unsure as they march down our aisles, clearly more concerned with making sure they don’t trip or turn the wrong way, than they are with any aspect of “religion”.

I have now watched – and scheduled - more than a generation of kids carry the crosses and torches and the Gospel down that aisle. I have listened to the Sunday morning pleas of “when can I server” morph into the Sunday morning protests of “do I have to serve?” And then it comes full circle.

This year I have seen scrawny little kids and teens return as adults – *asking to serve* as acolytes, chalcers and lectors. It is truly *awesome*. A seed that was planted, has rooted and flowered. It is Spring – again!

Respectfully submitted,
Gina Massetti & Elizabeth A. Crosby

Ushers

The ushers are an integral part of each St. Peter’s service. They pass out service bulletins, assist with seating when needed, and take up the collection and direct traffic to communion.

Two-person crews, scheduled on a rotation basis, serve the 8:00 a.m. service. Special services are staffed as needed, using volunteers from the entire usher pool.

There are six crews of ushers for the 10:00 a.m. service. They serve for a month every six months. It is the goal of the head ushers to have each team consist of 8 people; new volunteers are needed, please call the office if you are interested in serving. There is also a “free-agent” pool of ushers, for those who need flexibility.

We would like to thank everyone who has participated as an usher in the past year. Your help has been greatly appreciated. For those who would like to help, this is a “no-brainer” mission. Just sign up, and pick your days. The duties are simple, easily mastered, and **very important!**

Communication

The Communication Ministry's goals are to maintain open sharing of information, keep the parish informed of Vestry decisions and directions, support connectedness and community within the parish, and create an inviting presence to those outside the parish.

We continue to strive to meet these goals. The *NET*, the monthly newsletter, and the *What's Happening*, the weekly bulletin, remain the most recognizable sources of printed information. The Net continues to be the place to publicize parish events, ministry news, Vestry highlights, prayer rotas and the parish calendar. The deadline for the NET is the 15th of the month.

The parish website, www.stpeterslakewood.org, is also available for viewing the NET, weekly What's Happening, and the quarterly Worship Rota as well as the weekly readings. The website also has additional information about St. Peter's, its ministries, and how to get involved with the church.

St. Peter's also has a Facebook site; so join us and become a friend of St. Peter's!

The Communication Ministry is constantly striving to keep parishioners informed and the lines of communication open. If you have questions or concerns, please contact the office or a member of the Vestry. Also, if you have a change of address or phone number, please let the office know as soon as possible.

By-Laws
Adopted by way of Annual Meeting
January 28, 2001
Amended January 29, 2006
Amended January 22, 2012

CODE OF REGULATIONS

St. Peter's Episcopal Church Lakewood, Ohio

The Parish of St. Peter's Church is a not-for-profit corporation formed under the laws of the State of Ohio on January 22, 1921 pursuant to charter number 95287.

Preamble: This Code of Regulations is adopted pursuant to the authority granted by Chapter 1702 of the Ohio Revised Code. These Regulations shall govern the corporate and temporal affairs of St. Peter's Episcopal Church, subject to the laws of the State of Ohio, to the Constitution & Canons of the Protestant Episcopal Church in the United States of America (the "Episcopal Church") and to those of the Episcopal Diocese of Ohio (the "Diocese").

ARTICLE I

Members

Section 1. Ordinary Members. All persons who have been baptized, whether in the Episcopal Church or in another Christian church, and whose Baptisms have been duly recorded in the Episcopal Church, and who regard St. Peter's Episcopal Church (the "parish") as their regular place of worship, shall be Ordinary Members of the parish.

Section 2. Voting Members. Every person not less than 16 years of age who has been an Ordinary Member of the parish for at least six months preceding the day when the person may wish to vote, and who shall have been, for the period aforesaid, a communicant in good standing in the Episcopal Church and enrolled as such in the records of the parish, shall be a Voting Member thereof, with the right to vote in the election of Vestry members and upon all other matters having to do with the affairs of the parish. A communicant in good standing means an Ordinary Member of the parish not less than sixteen years of age who has received Holy Communion in the parish at least three (3) times in the preceding year, and who for the preceding year has been faithful in corporate worship, unless for good cause prevented, and has been faithful in working, praying and giving for the spread of the Kingdom of God.

The Rector shall maintain a current list of communicants in good standing as determined by the Rector's best judgment according to the Canons of the Episcopal Church. The presiding officer of any meeting shall be the judge of the qualifications of any person to vote who shall offer to do so, subject, however, to appeal and final determination by a simple majority of the Voting Members present at such meeting.

Section 3. Annual Meetings. There shall be an annual meeting of the Voting Members of the parish at which all Ordinary Members shall be welcome but shall have no vote. Unless otherwise

provided by resolution of the Vestry, the Annual Meeting shall be held on the third Sunday of January each and every year. The business to be transacted at the annual meeting of Voting Members shall include the election of Vestry members, consideration and action upon reports of the Rector, Officers, Vestry members and committees, and any other business within the power of the parish as a not-for-profit corporation of the State of Ohio.

The Rector shall be the presiding officer of the annual meeting. In the absence of the Rector, the order of priority of the presiding officers shall be (1) the Senior Warden, (2) the Junior Warden, and (3) the Clerk of the Vestry. If none of the above are present, the Voting Members in attendance may elect as presiding officer, by majority vote, any Voting Member present.

Section 4. Special Meetings. At any time during the interval between annual meetings, special meetings of the Voting Members, at which all Ordinary Members shall also be welcome, may be called by (1) the Rector, (2) by not less than one-third of the Vestry members, or (3) upon the written request of not less than fifty Voting Members filed with the Rector, or in the Rector's absence, with the Senior Warden. The presiding officer of the meeting shall be determined in the manner set forth in Section 3 above.

Section 5. Notice and Place of Meetings. All meetings of members, both annual and special, shall be held at the parish at the time specified in the notice. Notice of all meetings shall be given (1) by announcement at services in the parish on at least two Sundays immediately preceding the date of the meeting, (2) by publication in the weekly bulletin of the parish, if there be such a bulletin, in not less than two issues immediately preceding the meeting, and (3) by regular U.S. mail to all Ordinary and Voting members of the parish not less than thirty days prior to the meeting. Such notice shall indicate whether the meeting is an annual meeting or a special meeting, and if a special meeting, the business to be transacted. No business other than that specified in the notice shall be transacted at special meetings. The notice shall also contain the procedure for the nomination of candidates for Vestry member, by Voting Members of the parish, as set forth in Section 3 of Article II of these Regulations.

Article II

The Vestry

Section 1. Eligibility. Every Voting Member of the parish, as defined in Section 2 of Article I of these Regulations, who has made and maintained a pledge during the preceding year, shall be eligible to serve as a Vestry member.

Section 2. Number and Term of Office. The Vestry of the parish shall consist of the Rector and twelve lay members chosen from among the Voting Members eligible to serve. (For purposes of implementation, the Vestry in 2013 shall consist of no more than 14 members, and in 2014 of no more than 13 members, and thereafter of 12). Of the twelve lay members, four shall be elected each year and shall serve three-year terms. A lay member shall take office as Vestry member immediately upon election.

No lay member shall be eligible for re-nomination and re-election to the Vestry for a period of one year after the member's term has expired, provided, however, that service on the Vestry in filling a vacancy shall not be considered a disqualification for immediate re-election.

One additional Vestry seat shall be held by a voting member who, at the time of election, is between the ages of 16 and 18. One person shall be elected each year to hold this seat for a term of one year, and may stand for re-election. An individual may occupy this seat for no more than three consecutive terms.

Section 3. Nomination. Voting Members shall be nominated to serve as Vestry members in the following manner:

No less than ninety days in advance of each annual meeting, a Nominating Committee consisting of six Voting Members shall be appointed in accordance with the following formula: three members shall be selected by the Rector from the congregation at large, and three shall be selected by the Vestry from the retiring Vestry members. The Nominating Committee shall nominate at least as many Voting Members to serve as there shall be vacancies in the Vestry to be filled. The Nominating Committee shall submit to the Vestry the names of those persons so nominated not less than forty-five days prior to the annual meeting, and the Vestry shall immediately make known to the congregation by publication in the parish bulletin, or by such other means as the Vestry may select, the names of those so nominated.

Any group of five or more Voting Members may nominate a candidate or candidates for the office of Vestry member by submitting such nomination or nominations over their signatures to the Clerk of the Vestry no later than two weeks prior to the annual meeting. The Vestry shall immediately make known to the congregation by publication in the parish bulletin, or by such other means as the Vestry may select, the names of any such additional nominees.

No person shall be nominated for Vestry member unless the person has agreed to serve if elected.

Section 4. Election. Vestry members shall be elected at the annual meeting by the Voting Members present and voting thereat. Voting by proxy shall not be permitted. Those receiving the highest number of votes for the vacancies to be filled shall be deemed elected. In the event of a tie vote that prevents the proper number of Vestry members from being elected, a coin shall be tossed in the presence of the tellers to determine the person elected.

Section 5. Vacancies. If by reason of death, resignation, or any other cause a vacancy shall occur in the Vestry, the remaining Vestry members may, by a majority vote of those present at a duly constituted meeting, elect an eligible person to fill such vacancy for the unexpired term thereof. In the discretion of the Vestry, any such vacancy may also be filled by nomination and election by the Voting Members at any annual meeting in the manner provided in Section 3 above.

Section 6. Duties and Powers. The Vestry shall take charge of the property of the parish and its business interests except those reserved to the Rector. It shall also be the duty of the Vestry to provide the clergy with compensation consistent with the provisions of the Canon "Of Minimum Clergy Compensation," to pay all lawful assessments of the parish, to keep order in the Church during Divine Service, and in general, to assist in the furtherance of the Gospel and the well-being of the parish.

Section 7. Meetings. Regular meetings of the Vestry shall be held on the third Monday of each month, or at such time as the Vestry may provide. Special meetings may be held at any time or place as called by the Rector, by the Senior Warden in consultation with the Vestry Officers, or by not less than one-third of the number of Vestry members.

Notice of the time and place of all regular and special meetings shall be given to each Vestry member in person, by telephone, or by electronic mail, at least forty-eight hours in advance of such meeting, or by regular U.S. mail posted not less than three days preceding the date of such meeting. No business shall be transacted at special meetings except that specified in the notice.

Section 8. Quorum and Presiding Officer. A majority of Vestry members shall constitute a quorum for the transaction of business at any meeting of the Vestry. Officers who are not members of the Vestry shall not be counted for purposes of determining a quorum.

Except as otherwise provided in this Code of Regulations, the act of the majority present at a meeting at which a quorum is present is an act of the Vestry. The Rector, or such other Vestry member as the Rector shall designate, shall preside at all meetings of the Vestry.

Article III

Officers of the Vestry

Section 1. Titles of Officers. The Officers of the parish shall be the Rector, a Senior Warden, a Junior Warden, a Clerk of the Vestry, a Treasurer and such other officers as the Vestry may from time to time designate.

Section 2. Election. The Senior Warden, Junior Warden, Clerk of the Vestry, and Treasurer shall be elected annually by a majority vote at the first meeting of the Vestry held after the annual meeting. The Wardens shall be elected by the Vestry from among their own number. The Clerk of the Vestry and the Treasurer must be Voting Members of the parish, eligible to serve on the Vestry, and may, but need not, be members of the Vestry. Any vacancy in any office shall be filled for the unexpired term thereof by a majority vote of the Vestry.

Section 3. The Rector. For all purposes of these Regulations, the Rector shall be deemed a Voting Member of the Parish. The Rector of the parish shall be the president and chief executive officer of the parish and shall perform such duties and have such powers as may be prescribed by the Constitution & Canons of the Episcopal Church and of the Diocese. The Rector shall be elected by majority vote of the entire Vestry and shall continue to serve until death or resignation or until the pastoral relationship is severed by mutual consent of the Rector and Vestry and approved by the Bishop or Ecclesiastical authority of the Diocese.

Section 4. The Church Wardens. The Senior Warden shall serve as lay consultant and advisor to the Rector and shall perform such other duties as may be assigned to the Senior Warden by the Vestry. The Senior Warden shall be the senior lay officer of the parish.

The Junior Warden shall share leadership with the Senior Warden and shall perform such other duties as may be assigned to the Junior Warden by the Vestry.

Section 5. The Clerk of the Vestry. The Clerk of the Vestry shall record the minutes of all meetings of the Vestry and of all annual and special meetings of the Voting Members in a suitable minute book, which shall be maintained in the parish office. The Clerk of the Vestry shall be charged with the responsibility of keeping current at least two copies of the Code of Regulations which shall be open to inspection in the parish office at reasonable business hours by an Ordinary Member or Voting Member of the parish. In addition, the Clerk of the Vestry shall perform such other duties as may be assigned to the Clerk by the Vestry.

Section 6. The Treasurer. The Treasurer shall keep the financial records of the parish and shall have general custody of all parish funds, securities and other investments. All monies received by the parish shall be delivered to the Treasurer, and all expenses and other payments shall be made by the Treasurer, or under the Treasurer's direction. The Treasurer shall make a report as to the general financial condition of the parish at the annual meeting of the Voting Members and such other reports from time to time as the Vestry may request.

Section 7. Assistant Treasurer. The Vestry may at any time or from time to time elect one or more Assistant Treasurers who shall do and perform such duties of the Treasurer as the Treasurer may assign to them.

Section 8. Other Officers. Such other officers as may be designated by the Vestry from time to time shall have and perform such powers and duties as may be assigned to them by the Vestry.

Article IV

Committees; Diocesan Delegates

Section 1. Designation by Vestry. The Vestry may designate regular and special committees for such purposes as may be indicated in the resolution or resolutions providing therefore. Committee appointments shall be made jointly by the Rector and Senior Warden, with the advice and counsel of the Vestry and its Officers.

Section 2. Election of Lay Delegates. No less than ninety days prior to each annual meeting of the Convention of the Diocese of Ohio, the lay delegates from the parish to the Convention shall be elected by the Vestry.

Article V

Fiscal Matters

Section 1. Fiscal Year. The fiscal year of the parish shall be the calendar year.

Section 2. Signature to Commercial Paper. All checks and drafts shall be made, drawn, and endorsed in the name of the parish in such manner as the Vestry may from time to time authorize.

Section 3. Limitation on Expenditures. Any expenditure in excess of \$1,000.00 not specifically provided for in the current annual budget of the parish must be approved in advance by the Vestry. All other expenditures shall be made in accordance with the Policies and Procedures Manual of the parish.

Section 4. Audit. The financial books and records of the parish shall be audited annually in the manner designated by the Diocese. Such audit shall be presented to the Vestry no later than the last regularly-scheduled Vestry meeting prior to the deadline for submission of the audit to the Diocese. The audit shall be filed with the records of the parish.

Section 5. Fidelity Bond. The Treasurer and such other officers, employees or other persons handling parish funds, whether salaried or non-salaried, as the Vestry may direct from time to time, shall be bonded for the faithful performance of their duties at the expense of the parish, in such amounts and by such surety companies as the Vestry may determine.

Section 6. Business Methods. Business methods utilized by the parish shall conform with the Constitution & Canons of the Episcopal Church and those of the Diocese.

Section 7. Special Circumstances. Adoption of a resolution authorizing (1) an annual budget projecting a year end deficit, (2) the purchase, sale or encumbrance of real property, (3) the expenditure or forgiveness of a debt in excess of ten thousand dollars (\$10,000.00), or (4) a contract in excess of three years in duration must be read at two different Vestry meetings scheduled a minimum of fourteen days apart. After the first meeting and at least ten days prior to the second meeting, copies of the proposed resolution shall be conspicuously posted in the parish or summarized in a general mailing to the parish. No such resolution shall be passed without the concurrence of two-thirds of the members of the Vestry.

Article VI

Amendment to Code of Regulations

These regulations may be amended by a majority of the Voting Members of the parish in attendance at a special meeting called for that purpose or at an annual meeting. Notice that an amendment shall be considered at an annual or special meeting shall be included in the written notice of that particular meeting which is to be sent by regular U.S. mail to all Ordinary and Voting members of the parish not less than thirty days prior to the meeting (in accordance with Article I, Section 5 of these Regulations). The notice shall include a brief description of the nature of the amendment and shall further state that copies of the amendment shall be made available at the parish.

Adopted January 28, 2001
Amended January 29, 2006
Amended January 22, 2012

