

# Saint Stephen's Episcopal Church



## 2017 ANNUAL REPORT

112th Anniversary of the Parish

Sunday — January 21, 2018

Port Washington, New York

## Clergy, Vestry, Delegates and Staff

### Clergy

The Reverend Gary J. Parker  
Priest-in Charge

### Delegate to Convention

Delegate Catherine Fish

### Vestry

John Longmire, Warden	2018
Roopali Gupta, Warden	2019
John Day, Treasurer	
Alan Dinn, Clerk	
Kathy Forman	2018
Jessica Griffin	2018
Diana von Roeschlaub	2018
Elisa Delaney	2019
Jamie Pines	2019
Jonathan Shields	2019
Catherine Fish	2020
Rachel Golder	2020
Stephen Silvester	2020
Colin Schroeder, Youth Member	

### Parish Staff

Children & Youth Minister	Rhonda Fay
Parish Administrator	Bernadette Reyes
Director of Music	Mark van Schenkhoof
Consignment Shop Manager	Caren Salkin
Sexton	Erika Skoblow
Accountant	Don Cavanaugh

### Volunteers Leaders

Healing Ministry	Bob & Dolores Kazanjian O'Brien
Lay Ministry Team	Alan Dinn
Communications	Melissa Murphy
	Jillian Delaney
	Sona Hyde
	Paul Seidel
	Jennifer Wilson Pines
Ushers	Jim Massingill
Altar Guild	Gail Grossman
Coffee Hour	Susan Dietz Massingill
Parish Historian	Alan Dinn
Baby Supply Exchange	Leslie Bradshaw



## St. Stephen's Church 112 Years Ago

*Note: The building on the left side of the photo served for several years (late 1920s, 1930s) as "The Blue Door", our first thrift shop*

# Agenda

## St. Stephen's Church Annual Meeting

### January 21, 2018

<b>Prayer</b>	<i>Fr. Gary Parker</i>	
<b>Opening Remarks</b>	<i>Fr. Gary Parker</i>	
<b>Election of the Vestry</b>		
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Altar Guild	<i>Gail Grossman</i>	16
Music	<i>Mark Van Schenkhoof</i>	16
Lay Ministry Team	<i>Alan Dinn</i>	17
Sunday School & Youth Group	<i>Rhonda Fay</i>	17
Ushers	<i>Jim Massingill</i>	18
Outreach	<i>Fr. Gary Parker</i>	18
Healing Ministry	<i>Bob &amp; Dolores Kazanjian O'Brien</i>	19
Annual Convention	<i>Catherine Fish</i>	19
Consignment Shop	<i>Caren Salkin, Susan Massingill &amp; Melissa Murphy</i>	20
Fall Fair	<i>Matthew Bendix</i>	21
Communications	<i>Melissa Murphy</i>	21
Welcoming Team	<i>Donna Blankman</i>	22
<b>Election Report</b>	<i>Tellers</i>	
<b>Recognition of Retiring Vestry</b>	<i>John Longmire, Kathy Forman, Jessica Griffin &amp; Diana von Roeschlaub</i>	
<b>Blessing Hymn</b>	<i>"There's a Sweet, Sweet Spirit in this Place"</i>	3
<b>Dismissal</b>		
<b>Adjournment</b>		

## Blessing

### Hymn *There's a Sweet, Sweet Spirit in this Place*

1. There's a sweet, sweet Spir - it in this place, \_\_\_\_\_ and I  
(2.) bless - ings you can - not re - ceive \_\_\_\_\_ till you  
(3.) say He saved you from your sin, \_\_\_\_\_ now you're

know that it's the Spir - it of \_\_\_\_\_ the Lord. \_\_\_\_\_ There are  
know Him in His full - ness, and be - lieve. \_\_\_\_\_ You're the  
weak, you're bound, and can - not en - ter in, \_\_\_\_\_ you can

sweet ex - pres - sions on each face, \_\_\_\_\_ and I  
one to pro - fit when you say, \_\_\_\_\_ "I am  
make it right if you will yield; \_\_\_\_\_ you'll en -

know they feel the pres - ence of \_\_\_\_\_ the Lord. \_\_\_\_\_  
going to walk with Je - sus all \_\_\_\_\_ the way." \_\_\_\_\_  
joy the Ho - ly Spir - it that \_\_\_\_\_ we feel. \_\_\_\_\_ }

Sweet Ho - ly Spir - it, Sweet Heav - en - ly Dove,

stay right here with us, \_\_\_\_\_ fill - ing us with \_\_\_\_\_ your

love, And for these bless - ings \_\_\_\_\_ we

lift our hearts in praise; with-out a doubt we'll know \_\_\_\_\_ that we have

been re - vived \_\_\_\_\_ when we shall leave this place. 2. There are place.  
3. If you

## Dismissal

Let us Bless the Lord

*The People respond:* Thanks be to God

## Election of the Vestry

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### Voting Eligibility Requirements

All persons eighteen years of age or over belonging to the Parish who have been regular attendants at its worships and contributors to its support for at least twelve months prior to such meeting shall be qualified voters thereat, and the presiding officer shall be the judge of their qualifications. Such of them as are present in person shall constitute a quorum.

### Warden & Vestry Qualifications

To be eligible to serve as Warden, a nominee must meet the *Voting Eligibility Requirements* and must be a confirmed members of the Episcopal Church. Those nominated to serve as members of the Vestry must meet the *Voting Eligibility Requirements*.

### Report of the Nominating Committee

The St. Stephen's Nominating Committee - John Longmire, Roopali Gupta, Kathy Forman, Jessica Griffin, Gail Grossman, and Chris Shields - is pleased to announce the nominees for Vestry, 3 year terms:

***Jonathan Fielding***

***Tori Gebbie***

***Blaise Heid.***

The Committee also nominates for Warden, 2 year term:

***Donna Blankman.***

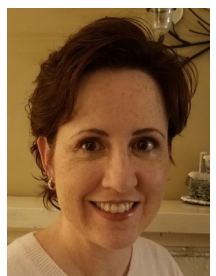
We thank these parishioners who have agreed to serve as our representatives on the Vestry, giving of their time, talent and treasure for the spread of God's kingdom here in Port Washington and in the world, especially our departing Vestry members Kathy Forman, Jessica Griffin and Diana von Roeschlaub, and departing Warden John Longmire.

### Meet the Vestry Nominees



#### ***Jonathan Fielding***

Jonathan was baptized and confirmed in Grace Church in Massapequa, and he joined the congregation at St. Stephen's in 2009 when he moved to Port Washington. Jonathan serves as an usher and lector. Jonathan is married to Elizabeth T. Fielding, Esq. ("Lisa"). Jon and Lisa have four children: Grace (7), Jane (5), Luke (3), and Claire (1). Jonathan graduated from Grace Episcopal Day School, L.I. Lutheran High School, the University of Virginia, and St. John's University School of Law. Jonathan is an attorney in private practice in Mineola.



#### ***Tori Gebbie***

Tori moved to New York in 2002 after spending most of her life in Mississippi and Texas. She is currently an office manager and executive assistant at a commercial aircraft leasing company in Manhattan. Tori, her husband, John, and their two children, Sophia and Vann, moved to Port Washington in February 2016. She is active in the New York City Alumae Chapter of Chi Omega as Book Club chair and serves as a Girl Scout troop leader. The Gebbies have been members at St. Stephen's since 2016.



## Meet the Vestry Nominees *(continued)*



### **Blaise Heid**

Blaise and his wife, Sherry, and children live in Port Washington, NY. Originally from San Diego, CA, Blaise has lived in the New York area for the last 17 years. He has also lived in Seattle, Washington and Amsterdam, the Netherlands. Blaise and Sherry are active in the community, with Blaise being a member of the Plandome Fire Department for the last 16 years, as well as previously holding various leadership roles in the Boy Scouts for over 10 years. The Heids have four children, including Alex (NYC); Emily (Tennessee); Nicholas (a freshman at Sewanee University) and Lily (a freshman at Schreiber High School). As for hobbies, Blaise and Sherry enjoy skiing, ice skating, tennis and sailing. Blaise currently works as Head of Healthcare Banking at Santander Bank in New York. Blaise holds a BA from the University of Washington and a Master's degree from New York University.



### **Donna Blankman**

Schenectady-born, I started my church career at St. Stephen's Episcopal Church in Niskayuna. Little did I guess that St. Stephen would be a beacon throughout my life. After marrying Howard, and moving to Port Washington, I began attending St. Stephen's Church here. At the time Fr. Kurt and Priscilla were neighbors and at their urging, I became a member. My children Matt and Sarah attended Sunday School here, and were baptized and confirmed at St. Stephen's. After a few years, Hal Doughty, then Sr. Warden, asked me to become a Vestry member. I accepted and had served for two terms when George LeSavage asked me to be his Jr. Warden. I served 4 years in that capacity. Then Fr. Kurt asked me to stand for Sr. Warden. My election broke our stained glass ceiling – the first female warden at St. Stephen's. During my 4 years as Sr. Warden, we began a new Sunday School curriculum and introduced the J2A program for our youth, which prepared them for adult membership in the church. In 2004, Howard and I retired to Marco Island, Florida where I quickly joined St. Mark's Episcopal Church. We welcomed a new Rector, Fr. Kyle Bennett, in 2005 and in 2006 I became a Vestry member. In 2007 Fr. Kyle asked me to be the Sr. Warden and I served in that capacity for two years. In those years we established a Community Garden, a nursery school, a respite program for care-givers, a tutoring program for 2nd-3rd graders and a summer program, Camp Able, for mentally and physically challenged youth at DaySpring, the Diocesan Center similar to Camp DeWolfe. In 2011 Howard and I returned to Port and my old parish St. Stephen's. Once again I was asked to join the Vestry and later to become a Warden. It was a difficult time in our parish, but God saw fit to guide us to where we are today with Fr. Gary Parker as our Priest-In-Charge. Now I have been called to serve once again as we move forward as a church family and search for a new Rector. This is a very exciting time for all of us, and I pray God will continue to guide our efforts to continue His work in Port Washington and beyond.

## Minutes of the 2017 Annual Meeting

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The Annual Meeting of St. Stephen's Episcopal Church, Port Washington, NY, was held in the Parish Hall on January 22, 2017, being the Third Sunday after the Epiphany, in the Parish Hall. The Rev. Gary J. Parker, Priest in Charge, opened the meeting with a prayer at 11:30 AM.

**Report of the Nominating Committee** – John Longmire reported that the following nominees were proposed for election to the Vestry:

*For Warden (two years)* – Roopali Gupta

*For Vestry (3 years, class of 2020)* – Catherine Fish, Rachel Golder, Steven Silvester

There being no additional nominations from the floor, the nominations were closed on motion.

**Annual Report** – A printed annual report was presented to all attendees, containing reports of parish organizations and committees.

### BUSINESS MEETING

**Report of 2016 Annual Meeting** – The minutes of the 2016 annual meeting were provided in the annual report.

**Treasurer's Report** – See annual report. John Day added that our 2016 financial performance was not unusual. We had budgeted for a \$20K deficit, but came in with only a \$7K deficit. Fr. Gary and others spoke of developing a workshop on how to make bequests to the church.

**2017 Budget** – The budget for 2017, approved by the Vestry at a special meeting on January 8, is included on page 8 of the annual report. It calls for a deficit of \$10K.

**Stewardship** – See annual report. Roopali Gupta added that in 2016 we had pledges totaling \$212K, but to date we have only received \$193K of that amount. We have \$200,330 pledged for 2017. She offered the committee's thanks to Deirdre and Bill Heapps for the stewardship logo design.

**Finance Committee** – See annual report.

**Other Reports** (only additions to the annual report are noted)

**Priest in Charge** – In addition to the printed report, Fr. Gary noted that the Vestry had agreed to extend his term of office from January 2018 to January 2019. During the coming year, the Vestry and the parish as a whole need to concentrate on improving communications and on developing more leadership. The participants in the Congregational Development Institute program will help facilitate these efforts. He also noted that plans are in work to develop a new parish directory.

**Buildings and Grounds** – In lieu of a printed report, Fr. Gary noted that much work needs to be done on the exterior of Rectory, and that woodwork on all properties needs replacement or repair. Also, our boiler will go to "boiler heaven" soon.

**Outreach** – In addition to the report, it was noted that the Consignment shop has been donating unsalable linens to the local dog shelter for bedding. Rhonda Fay also requested support for the knit caps program for cancer patients.

**Welcoming** – Roopali Gupta stated that we have to get out of our shells and welcome new people. We also need to ensure that we get contact information on newcomers to Fr. Gary and to the office.

**Election of Warden and Vestry** – A motion was made and approved for the Secretary to cast one ballot for the nominees for Warden and Vestry noted above.

**Recognition of Retiring Warden and Vestry** – The parish expressed thanks to retiring Warden Einar Haukeland and Vestry members Abby Chromy, Roopali Gupta, and Melissa Murphy.

After all sang a blessing hymn, "There's a Sweet, Sweet Spirit in this Place," the meeting was adjourned on motion.

Respectfully submitted,

Alan E. Dinn, Clerk of the Vestry

## Treasurer's Report

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By John Day

The church's finances are in fair condition.

The operating numbers for the year to December 2017 are summarized here:

### St. Stephen's summary 2017 financial statements

	2017		2018
	Actual	Budget	Budget
Operating account			
Income	499,053	472,900	514,400
Expenditure	494,558	507,900	527,603
	<u>4,495</u>	<u>(35,000)</u>	<u>(13,203)</u>
Capital account			
Carry over	46,750	46,750	6,192
Contributions	78,395	10,000	10,000
Expenditure	(118,953)	(56,750)	(40,000)
Carry forward	<u>6,192</u>	<u>0</u>	<u>(23,808)</u>

There is a small surplus on the operating account, thanks to some generous donations late in the year, and bequests: costs were kept low throughout the year, the largest piece of which is due to a staff vacancy, against budget.

On the capital account, we held a well-supported capital campaign and used the capital raised, mainly, to carry out a much needed restoration to the exterior of the rectory. The work needed to effect repairs following repair of a roof leak in the office (fixed in 2016) was also concluded, work was carried out in the car park around the handicap spaces, and the carillon was installed.

### **Budget 2018**

The budget for 2018 anticipates a small operating deficit to 2017; meanwhile, there remains work to do on the fabric of the church and a placeholder has been put into the budget – this is mainly for roof work on the church itself, though there is further tidy up work to the rectory and always work in the Parish Hall to do.

### **Cash position and investments**

Checking account cash: \$70,000 as at Dec 31, 2017 – a good opening position.

The investments are at \$387k down from \$409k at the start of the year. The decrease was due, mainly, to the tapping of investments for the unused capital carry over, used to fund capital expenditures in 2017. In terms of investment performance, performance has been solid, in line with growth in securities values in 2017.



# 2018 Budget

## St Stephen's Budget 2018 Proposed

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	Proposed 2018 Budget
<b>Operating fund</b>						
<b>Income</b>						
Pledge	219,354	189,543	190,931	193,573	194,624	190,000
Unpledged envelope	56,624	48,811	59,842	39,174	27,721	40,000
Contributions and income against active outreach	2,000	12,206	295			1,000
Plate	6,572	12,902	6,396	5,671	5,985	6,000
Rentals	95,068	86,850	73,900	99,775	104,060	104,400
Parish Hall & St Cecilia	58,067	48,024	46,994	51,150	48,299	51,000
Fundraising - mainly consignment shop / Fair	45,136	48,887	60,311	53,380	59,888	57,000
Investment used for operations	1,671	5,042	750	1,400	5,000	5,000
Fund transfers -	-	-	-	-	15,081	-
Other	20,676	10,336	32,101	10,186	18,286	10,000
Bequest	24,000	339	11,250	-	20,100	50,000
<b>Total Income</b>	<b>529,168</b>	<b>462,940</b>	<b>482,769</b>	<b>454,310</b>	<b>499,043</b>	<b>514,400</b>
<b>Expense</b>						
Clergy remuneration - inclusive of medical, pensions etc	124,765	114,200	91,602	110,664	111,097	117,000
Supply clergy/ deacon expenses	225	200	1,093	1,837	1,927	2,000
Musical remuneration	61,151	60,365	62,323	61,376	60,589	66,000
Administrative and custodial remuneration	46,378	52,982	32,580	34,833	33,624	39,700
Consignment shop remuneration/ other	22,398	12,421	14,127	16,155	22,529	25,600
Staff 'on costs' - FICA and workmen's comp	8,923	11,644	23,304	22,306	22,640	25,300
Rector/lay training and dev. - events subs. books	674	15	1,315	770	1,545	1,800
Rector discretionary	1,293	1,767	200	400	301	500
Worship and music supplies	5,747	5,016	4,211	4,579	4,595	4,600
Diocesan Tithe	48,278	40,395	37,999	39,327	37,606	34,958
<u>Committee budgets</u>						
Outreach	3,550	4,545	620	1,657	1,076	2,000
Outreach Inst.	-	-	-	-	-	-
Outreach: ambitious plan	-	-	-	-	-	-
Communications	6,066	3,861	1,480	1,574	745	2,500
Christian Formation	97	1,000	2,339	2,127	3,957	2,700
- Staff	1,731	10,049	10,349	10,279	11,320	11,195
Welcoming & Connecting (Food & Bev)	1,502	4,614	2,972	2,137	2,180	2,500
Altar flowers - altar guild expense	6,483	7,029	7,252	5,767	6,277	7,000
Stewardship	405	-	-	65	-	500
Discernment	-	-	-	-	-	-
<u>Office expenses</u>						
Machine rental & office supplies	7,186	7,227	7,738	6,706	6,457	7,300
Telecoms	6,367	6,531	6,606	7,054	6,726	6,900
Postage	1,712	1,094	794	571	912	900
Printing	3,409	3,447	2,119	2,375	2,375	2,600
<u>Buildings and Grounds</u>						
Repair & Maint: Church/PH	4,500	6,055	2,698	6,827	12,658	6,500
Repair & Maint: Rectory	1,000	426	0	336	75	1,500
Repair & Maint: Rental Properties	8,300	400	9,540	1,600	1,170	2,500
Equipment Purchase	2,000	-	564	300	749	500
Equipment Repair & Maintenance	1,369	754	674	3,648	604	3,500
Contracts	4,880	7,326	7,053	6,858	7,502	7,300
Housekeeping supplies	5,037	3,358	3,173	4,612	3,166	4,500
Water, Electric & Gas	28,722	32,947	26,983	23,864	24,753	23,000
Grounds Maintenance	8,860	9,280	8,641	4,538	22,185	23,000
Inspections/Permits/Fees	768	565	1,771	105	2,154	600
Real Estate Taxes	26,769	46,870	44,135	33,528	35,120	36,750
Insurance (general risk)	18,526	18,435	21,485	22,912	25,454	26,000
<u>Professional</u>						
Annual Audit & Closing	4,200	4,400	4,600	4,800	4,900	5,200
Accounting Services - Monthly	11,336	12,154	11,165	9,269	10,228	11,000
Payroll & Employee Tax Filing	916	788	790	758	811	800
IT and accounting consulting	300	2,025	2,725	2,164	2,710	2,600
Bank fees and sundry	694	731	2,270	1,162	1,444	2,800
Miscellaneous	-	-	-	2,066	-	1,000
Search, welcome and installation	-	18,580	-	-	395	5,000
	<b>486,517</b>	<b>513,496</b>	<b>459,287</b>	<b>461,906</b>	<b>494,558</b>	<b>527,603</b>
<b>Operating surplus/deficit</b>	<b>42,651</b>	<b>(50,556)</b>	<b>23,482</b>	<b>(7,596)</b>	<b>4,485</b>	<b>(13,203)</b>
<b>Contribution from auction of promises</b>	<b>39,965</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital fund</b>						
Carryover - Prior Years	-	-	-	37,150	46,750	-
Contributions - Capital Campaign	8,460	5,000	80,830	15,000	78,395	10,000
Capital Improvements	(39,048)	(11,880)	(43,680)	(5,400)	(118,953)	(50,000)
Operating surplus/deficit	(30,588)	(6,880)	37,150	46,750	6,192	(40,000)
	<b>52,028</b>	<b>(57,436)</b>	<b>60,632</b>	<b>39,154</b>	<b>10,677</b>	<b>(53,203)</b>
<b>Other Expenses</b>						
Non-operating: former Rector separation	-	(127,286)	-	-	-	-
<u>Columbarium Fund</u>						
Funding - Loan form Reserve Fund	-	-	-	-	-	30,000
Purchase of Columbarium	-	-	-	-	-	(30,000)
<b>Net Income</b>	<b>52,028</b>	<b>(184,722)</b>	<b>60,632</b>	<b>39,154</b>	<b>10,677</b>	<b>(53,203)</b>

# Stewardship Report

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## By Rachel Golder

This year's Stewardship Campaign, "A Journey to Generosity" saw a last minute surge of commitments (thank you!) that resulted in an increased number of pledges as well as total pledged amount. This year the Stewardship campaign expanded the use of resources provided by the Diocese through their membership in The Episcopal Network for Stewardship (TENS). TENS provided each member church with weekly bulletin inserts written by clergy and parishioners from around the nation on the subject of "Living Generously".

The Campaign started with pledge packet mailing in October. Messages and verses calling us to continue to give back what we have so graciously been given were included in the bulletins, the Banner, and parish wide emails; the Prayers of the People included a Generosity theme that ran throughout the Stewardship campaign. We also had several parishioners share their stories and explain why they pledge; these testimonials were heartfelt and moving, and connected us as a community as well as making the argument for pledging very tangible. The committee hoped that a heightened level of communication would help remind and educate parishioners about how important pledging is to the Church as well as establish their commitment to return God's gifts.

As of January 3rd, 2018, \$208,024 has been pledged for 2017 by 68 parish individuals or families. Last year \$200,330 had been pledged by 65 individuals or families. We have seen approximately 4% increase in total pledged amount and 5% increase in the number of pledges. The 2017 budget estimates expenses to be approximately \$527,000. To see the parish's mission, outreach, and service grow our pledges should meet at least 50% of our expenses; the current pledged amount is just under 40% of our budget. If you have not yet had a chance, we hope you will still consider joining in the generosity of your fellow parishioners.

The responses to the Time and Talent pledge sheet were also encouraging, with 36 forms sent in and more than a dozen offers of new engagement from parishioners. Finally, as we acknowledge the generosity of our parish in 2017, I would like to express our deep gratitude for the donations to the 2017 Capital Campaign, which have allowed for dramatic improvements in Saint Stephen's physical plant.

My deep thanks to everyone who has made this year's campaign a great success and particularly, to my fellow members of the stewardship committee: Fr. Gary, Roopali Gupta and Donna Blankman, our volunteer offering counters Tish Davis, Gail Grossman, Sue Mittelstaedt, Paul Seidel, and Maria Whisenand, as well as our parish administrator Bernadette Reyes.

# Finance Committee Report

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## By Jim Massingill

St. Stephen's has five investment accounts, all with the Charles Schwab brokerage firm. Three accounts are true endowments, one is used to hold money for designated uses, and one for money for unrestricted use.

There are two endowed music fund accounts, the Morgan Music fund, set up by the draughts of Pat and Vic Morgan, and the Rex Chao music fund, established by his parents Rosetta and Robert Chao. The third endowment account holds the funds for two endowments. The Designated fund holds funds for rental deposits, money given for the Sunday school, etc. The largest account holds money that has been give without restrictions.

All five accounts are invested in the same low risk portfolio of cash, bond mutual funds, and small holdings in balance and equity mutual funds.

Recently, positions in the bond funds have been reduced. This has been done in response to rise in rates.

After the 2018 budget is set, the investment can be reset to try to increase returns. This would be done with the advice of the investment committee.

The account values, 2017 returns, and asset allocations for the five accounts are as follows.

### **The endowment fund (unrestricted)**

\$179,411.82 at 12/31/2017

5.03 % return

44% cash, 19% bonds, 36% equity

### **Designated fund**

\$39,842.70 at 12/31/2017

6.82 % return

23% cash, 37% bonds, 40% equity

## Finance Committee Report *(continued)*

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### **Endowments**

\$29,956.03 at 12/31/2017

5.23 % return

49% cash, 24% bonds, 28% equity

### **Rex Chao Music Fund**

\$74,112.16 at 12/31/2017

3.84% return

59% cash, 17% bonds, 24% equity

### **Pat & Vic Morgan Music Fund**

\$25,229.15 at 12/31/2017

4.83% return

51% cash, 28% bond, 20% equity

## Priest-in-Charge Report

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### **By The Reverend Gary J. Parker**

The highlights of the past year include: reaching out to those who were hurt, visitation of the homebound; healing ministry; robust music program offered by Mark van Schenkhoof's playing and his choir; increase of the Sunday School with dedicated teachers and coordination; worship services centering on the Glory of God; Fall Fair; Wednesday Lenten Soup, Salad and Study; Beach Bake; Messiah Concert; coffee hour; altar guild and countless other offerings. The Stewardship campaign was great allowing work to be done on our facilities and support our offerings in the church and community. We have, through the youth, collected food through the year and gathered items for Thanksgiving and Christmas. On administration, we have set or renewed leases way over due, and formed job descriptions. We have completed rectory repairs. There is much that can be said, and it's found in the annual report under the different headings. Bernadette Reyes as administrator has implemented our 2017 mission plan. We all know the church is not the building, but is the people who gather and form a community. Building is an important part of our identity and provides a beautiful and sacred space for us to gather. The center of our life as a Christian community is Sunday worship. Here we see the fruits of much hard work. Our average Sunday attendance is up to 97. The choir has grown in numbers over the past year, while more parishioners participate in playing instruments, singing solos and offering their musical gifts. The momentum continues.

Almost all churches are facing financial challenges. At St. Stephen's, we have worked hard to be good stewards of our resources, controlling our expenses and inspiring generosity among our members and friends. We depend on pledges of all sizes. In 2017, we involved every household in financially supporting this parish.

We are here in all our aspects to change lives, not maintain. So my theme this morning is that the heart of our mission at incarnation has nothing to do with glamour or show or razzamatazz, but rather, God working in the lives of individuals through this incredibly resourced worshipping and serving community in the beginning of our 12th decade. We need to grow and we shall by focusing on the Spirit and care of others. We need to grow deeper as well. During this transition period we are in renewal, using Jesus' instruction to Peter: Simon if you love me, feed my sheep. Feed my sheep. Feed my lambs. 2017 set the footprint of this mission.

The front office under our administrator, Bernadette, has done a grand job putting together our transparency in our communication through many means. The counters have come forward in collecting our offerings and weekly checks. People have stepped up to proof read, file, and write thank you notes. The Banner, under Jillian Delaney, has improved communication. More help is needed. Erika and Rafael are gifts to us, and Caren Salkin, along with Susan Snyder, at the Consignment Shop, and the volunteers is a ministry unto itself. All of those serving on the altar on Sundays – WOW! So it is a blessing that under all these highlights and more, much quiet behind-the-scenes ministry sustains our koinonia as the Body of Christ. How we thrive, and how blessed we are that all these wonderful people named and not named have answered the call "to serve, not to be served" at St. Stephen's.

The Wardens, Vestry and I have agreed we need to improve our communications among ourselves and out into the community. Also, there needs to be recruitment of leaders for co-chairing events, committee members and special projects. We are participating in Congregational Development Institute (CDI) for 2 years to fill our toolbox with skills and knowledge in these areas. The results are showing by survey, and giving out nuggets of knowledge for CDI. More will come in 2018. In October, we began the search process for St. Stephen's new Rector.

## 2017 Parish Register

	2017	2016	2015	
Sunday Services	134	106	113	<b>Baptism</b>
Weekday Services	58	48	40	Everly Keller
Funerals	6	2	8	Barnaby Griffin
Baptisms	3	0	2	Taylor Wilsey
Marriages	2	1	0	<b>Marriage</b>
Average Sunday Attendance	97	86	76	Sherry Frauhammer & Blaise Heid
Other: Stations of the Cross	0	0	1	Erin Murphy & Eric Janssen
Home Communions	58	40	25	<b>Deaths</b>
Easter Sunday	306	278	288	Clifford Gibbs
Sunday School Enrollment	35	49	67	Howard Blankman
Daily Office on Sundays	0	0	0	Robert Persons
Daily Office on Weekdays	0	0	0	Wilda Whittemore
Confirmations	0	0	0	Richard Coyle
Reception in to the Church	0	0	2	Margaret Patricia Simmons
				<b>Transfers</b>
				<i>Into St. Stephens: 0</i>
				<i>Out of St. Stephen's: 0</i>

## 2017 Use of Facilities

### Church

Choir  
 Sunday School  
 Shrove Tuesday Pancake Supper  
 Wednesday Lenten Soup & Study  
 Fall Fair  
 Beach Bake  
 Consignment Shop  
 Christmas Pageant  
 Quilters  
 Knitters  
 Memorial Day Picnic  
 Coffee Hour  
 Baby Supply Exchange

### Outside

AA  
 Al Anon  
 Girl Scouts  
 Investment Group  
 Children's Center  
 David Reck – Voice Lessons  
 Maria Whisenand – Feldenkrais Class  
 Estrella de Jacob Iglesia  
 Senior Center

# St. Stephen's in 2017

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## By Alan Dinn, Church Historian

### January

Our Annual Meeting was held on Sunday, January 22nd, after the 10 AM service. We elected Roopali Gupta as Warden for a two-year term, and Catherine Fish, Rachel Golder and Steve Silvester to three-year terms as Vestry members.

On January 28th, members of our Youth Group and other parishioners joined to serve lunch for a team building houses for Habitat for Humanity.

Also in January, Fr. Gary and Ken Neill signed the contract for our new Carillon.

### February

The CDI team met again on February 3-4.

On Sunday February 5th, after church, the youth hosted their annual Superbowl Chili/Hot Dog fundraiser. All proceeds went the Sunday School's "Let's Fill An Ark" Heifer Project.

Also on the 5th, Bob O'Brien and Dolores Kazanjian-O'Brien continued leading a conversation, "Everything Belongs;" what that means at St Stephen's as we examine the oneness of all creation.

On February 11th, St. Stephen's hosted a Safe Church session. Mother Christina Van Liew, Rector of the Church of the Resurrection in Williston Park, led the session, which is designed to help us protect the vulnerable in our congregation from abuse, sexual exploitation, and harassment.

Beginning on February 21, and continuing through March, the Sunday School students, youth group and several other parishioners joined to knit "Caps for Kids" for Cohen's Children's Hospital. The program was started because of a request by local resident Amy Reardon, a nurse practitioner at the hospital.

The Rt. Rev. Lawrence C. Provenzano, Bishop of Long Island, made an Episcopal Visitation to St. Stephen's on Sunday, February 26th. He celebrated the Eucharist at the 10 AM service, and met with the Vestry afterward.

### March

March began with Ash Wednesday on March 1st. Eucharist with imposition of ashes was held at noon and at 7:30 PM.

The Consignment Shop hired local resident Jill Klein as a part-time assistant shop associate, starting the week of March 6th. Jill resigned in April to take another position.

The Lenten program began on Wednesday, March 8th, in the St. Cecilia Room and continued through April 5th. The program was "Open Mic Lent," where people could ask any questions they had about religion, faith and living.

On March 21st, Ken Neill and his team installed the tower speakers and wiring for the new Carillon system.

At the 10 AM service on March 26th, Fr. Gary presented the Bishop's Cross for Distinguished Parochial Service to Donna Blankman and Alan Dinn. He also blessed 94 caps donated by parishioners for the "Caps for Kids" program.

### April

Our annual Palm Sunday procession was held on Sunday, April 9th

Easter was April 16th; we held a Vigil service on the 15th, and three Eucharists on Sunday.

Helen's Walk – The youth group and several other parishioners participated in Helen's Walk on Sunday, April 23. We had 29 people walking, the most ever.

We had hired an assistant, Jill Klein, but she left to be a grief counselor in a pediatric hospital. Now we are looking for someone else.

On April 29, a memorial service for Howard Blankman was held in the Parish Hall.

The Carillon was dedicated on April 30th. As is the custom, it was named - and the name is "Stephen."

### May

Susan McSweeney Snyder was hired as a part-time assistant for the Consignment Shop.

The parish held its annual Memorial Day picnic on Monday, May 29th.

### June

Repairs to Rectory completed; replacement of fire suppression system in Parish Hall kitchen.

Sunday School closed for the season on June 18th.

On June 24, Fr. Gary participated in the annual Blessing of the Fleet, begun during Dr. Woon's rectorship in 1945. The same day marked the closing of the Consignment Shop for the summer.



## **St. Stephen's in 2017 (*continued*)**

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### **July**

Father Gary was on vacation July 3-17; Fr. John Morrison was the supply priest.

Long-time member Robert "Punky" Persons, Jr., entered the Church Triumphant on July 18th.

### **August**

On August 3, Sherry Frauhammer and Blaise Heid were married at St. Stephen's.

Fr. Gary was on vacation from August 9 to August 28; Fr. John Morrison conducted services again in his absence.

On August 17, we held a memorial Eucharist for Bob Persons. Fr. Gary returned from vacation to officiate and then left again.

Consignment Shop reopened for the year on August 15th to take advantage of pre-school shopping.

### **September**

On September 5th, Wilda Whittemore, our oldest parishioner, died at age 100.

Opening of Sunday School

Our annual Beach Bake was held on September 30th; it was held at the Parish Hall due to inclement weather.

### **October**

October began with our annual Blessing of the Animals at the 10 AM Eucharist on October 1st in the parking lot.

10/7 – Memorial service for Wilda S. Whittemore

On October 8, the Rev. Canon Thomas Orso, Interim Transition Minister for the Diocese, met with the Vestry to get the parish started on the search process.

We held our annual Parish Fair on October 21. The winners of this year's quilt were Doris and Reed Whittemore.

On October 22, Mary Beth Welsh, the executive director of Episcopal Ministries of Long Island, spoke at the 10 AM Eucharist.

### **November**

November 4 – Erin Murphy and Eric Janssen wedding at St. Stephen's

November 5th was All Saints Sunday. The youth of the parish opened the service with a procession honoring many of the Saints of yore.

On November 9, the parish celebrated the life of long-time member Dick Coyle (a veteran of World War II and the Korean War), who entered the Church Triumphant on November 2nd.

Nov 10-11 Fr. Gary and Catherine Fish attended the annual Diocesan Convention as delegates from St. Stephen's.

The first Laundry Love (LL) event was held on Thursday, November 16th, from 5:30 to 8:30pm at the Port Washington Super Laundromat in Manorhaven. LL is an initiative in partnership with the Port Washington Clergy Association. It helps to wash the clothes and bedding of low-income individuals and families, and seeks to nurture the well being of each person through intentional networking and friendship. Events are held on the third Thursday of each month.

November 19, the annual Ecumenical Thanksgiving service was held at the Reconstructionist Synagogue of the North Shore on Plandome Road.

On November 21, at the regular Vestry meeting, the Vestry met with the Rev. Canon Claire Woodley, Canon for Ministry Support, Diocese of Long Island, and the Rev. Joanne Izzo, who will be our consultant during the rector search process.

### **December**

December 10 – Our choir gave its annual performance of Handel's "Messiah."

December 13 – The St. Stephen's Singers performed a cappella numbers at the Dolphin Bookshop as part of "Welcoming the Stranger", a program sponsored by Long Island Together comprising musical performances from different faith and spiritual traditions.

December 17 – The annual Christmas Pageant by our Church School students and youth choir was held in the Parish Hall.

On December 19, the Nominating Committee presented to the Vestry the nominees for election to the Vestry at the 2018 Annual Meeting: for Warden (2-year term) – Donna Blankman; for Vestry (3-year terms) – Tori Gebbie, Jonathan Fielding, and Blaise Heid. Also the Vestry approved a revised Covenant for Fr. Gary as Priest in Charge, and passed a budget for 2018.

December 24th and 25th – since Christmas fell on a Monday this year, we had an Advent IV Eucharist at 10 AM on Sunday, followed by 5 PM and 10:30 PM Christmas Eve Eucharists, and a 10 AM Christmas Day Eucharist. The highlight of the 5 PM Christmas Eve service was another performance by our "Miracle of Christmas" orchestra, led by Catherine Fish.

## Wardens' Report

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**By John Longmire & Roopali Gupta**

2017 was an exciting year in which St. Stephen's saw more growth. We have strengthened our operations under Fr. Gary's continued leadership, and have added several new families this year. Though our Sunday School registration has declined, the program continues to provide quality formation and music programs for students. Sunday average church attendance has increased from 86 to 97 in 2017. We had the pleasure of celebrating two marriages and three baptisms this year. With great sadness, we grieved for the loss of six parishioners. Our financial performance, while always challenging, exceeded our budgeted expectations for 2017. We have continued to participate in the Diocesan Church Development Institute, and two of our parishioners (as well as Fr. Gary) continue to attend several CDI retreats as we prepare for the next phases of our development. We have been busy on many building and grounds projects, including installation of the new carillon, outside rectory repairs, and Parish Hall kitchen repairs. We completed another successful stewardship campaign, surpassing the pledges from 2017. St. Stephen's put on another successful Fall Fair, even though the timing was tighter than usual as the Fair was moved three weeks earlier in the year. St. Stephen's, in conjunction with other local churches and synagogues, launched the "Laundry Love" program in Manorhaven. Laundry Love (LL) is an initiative in partnership with the Port Washington Clergy Association. LL helps to wash the clothes and bedding of low-income individuals and families. LL seeks to nurture the well-being of each person through intentional networking and friendship.

In the Fall, the Vestry commenced the process of searching for St. Stephen's next Rector. On October 8, the Vestry met with Rev. Canon Thomas Orso, then Interim Transition Minister for the Diocese of Long Island, to discuss the initial steps of the search process. On November 21, the Vestry met with Rev. Claire Woodley, the newly appointed Canon for Ministry Support for the Diocese of Long Island, and Rev. Joanne Izzo, who will be our consultant through the search process. We expect to appoint a Search Committee in the near term, for the search to continue through 2018, and for Fr. Gary to remain with St. Stephen's until our next Rector is called.

We could not function as a Church without the time, talents and treasure of the many volunteers and donors. We'd like to thank the tireless volunteers who make our Ministries thrive, including the Altar Guild, Eucharistic Ministers, Acolytes, Ushers, Choir, Counters, Sunday School teachers, Coffee Hour hosts, Stewardship Committee, Consignment Shop, Quilting group, Knitting group, Fall Fair workers, Investment Club, Office volunteers, Building and Grounds committee, Baby Supply Exchange, Laundry Love volunteers, and Vestry members. It is through your hard work that we continue to carry out our mission in Port Washington and celebrate our 112th year in Port Washington!

With God's help, 2018 will see continued growth with greater parishioner participation to expand our mission and good works throughout St. Stephen's and the Community. This is also our time for self-study and discernment. As we conduct our search for a new rector we will look within and let the Spirit guide us in answering the question "Who are we?"

## Buildings & Grounds Report

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**By Roopali Gupta**

2017 was an exceptionally busy year for buildings and grounds work at St. Stephens. Some of the projects were unfinished work from prior years, others were new larger repairs as well as new damages that needed immediate attention. Here is a sample of the major projects:

- ⇒ Church office flooring still remained damaged from the roof water leaks two years prior. The flooring in both the rector's and administrator's office were changed from carpet to laminate wood floors.
- ⇒ The new Carillon was installed in the church tower. The Carillon was named Stephen and tolls regularly everyday.
- ⇒ The Rectory repair project was started in the spring. The Rectory was in desperate need of outside repairs. A new roof was installed. Many cedar siding shingles had to be replaced due to severe damage. The upstairs deck railing had to be replaced because of severe damage to the existing railing. The back-porch roof was on the cusp of falling and was rebuilt. The north chimney was repointed because the old cement holding it together was starting to crumble. New larger volume guttering was installed to handle the water running off the steep pitch of the roof. The front porch was re-stabilized and deck floor refinished. The garage was treated for termite damage with many walls needing to be rebuilt. Finally, the internal and external electricals and lighting were grounded and brought up to code. The whole project took approximately 3 months.
- ⇒ The Church's outside and internal lighting were repaired.
- ⇒ The Parish Hall kitchen needed many repairs to allow the Senior Center to continue using our facilities. The fire suppression system had to be repaired and brought up to code. The suppression system was then reviewed and passed by the Fire Marshal. The kitchen faucet and counter tops started to crumble away due to damage from a water leak. The cabinet, faucet and counter tops were replaced.

## Buildings & Grounds Report *(continued)*

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- ⇒ Outside the Parish Hall on the north west side the ground needed to be regraded and drainage pipes installed to prevent further water damage to the walls and the Children's Center.
- ⇒ St. Stephen was cited for incorrect handicap markings and maintenance of handicap parking spaces. The Parking Lot near the church office was re-levelled and new handicap spaces were marked to code.

As 2017 continued to be the year of never ending repairs and landscaping needs. The Vestry approved hiring a handy man to make or oversee necessary repairs as well as a landscaping service to cut back overgrown trees, bushes, vines and do weekly grounds maintenance. John Rand has been retained as the Church handy man and is compensated on an hourly basis. As the number of repairs became larger John requested we also hire an additional team member for speedier repairs and an extra hand. Based on his recommendation Joe Marno was hired also on an hourly as needed basis. The Landscaper, Mario Aguirre Landscaping, has done an excellent job trimming away over growth and tidying up the grounds. It took his team of 4-6 men over 3 days to cut back the overgrowth around all the parish buildings. They have also reseeded grass and planted ornamental plants around the church grounds. Mario's team has been rehired for 2018.

The 2018 outlook for buildings and grounds looks very busy as we continue to keep the building and ground in good working order as well as prepare the church for the new rector. Below is a short list of necessary work:

### **Parish Hall:**

- North Wall Inside Repair
- Bathrooms – mold, wallpaper removal & painting
- Ladies' bathroom replacing rotted sheetrock behind toilet
- Outside trim painted
- Old coal/oil burner checked for hazardous materials
- Window cracks
- Repair to outside cement steps
- Painting baseboards inside
- Fixing handrail of wheelchair ramp
- Leaking thermax tank (per K&K plumbing)
- Replacing broken window locks
- Repair cement steps on campus
- Repair Outlet on east wall
- Repair handle left door at top of wheelchair ramp

### **Church:**

- Cloister window replacement
- Moisture in main arch in church
- Toilets signs of water in the walls
- Replacing faucet in handicap bathroom (replacement parts not available anymore)
- Steel lintels over the outside office windows need repair
- Outside trim needs repair and painting
- Stone wall on Carlton Ave side has water behind the stone and stones bulging
- Repair cracks in outside steps
- Lagging of the pipes in basement to determine if it is hazardous

### **Rental Property:**

- 6 South Washington – repair or replace red shed (John Rand did a temporary fix on the door)
- 6A South Washington loose steps in basement
- 14 Carlton Ave needs repairs to the porch
- 14 Carlton Ave – chimney has multiple cracks
- 15 Carlton – Leak under Kitchen sink

### **Grounds:**

- Dry well in parking lot needs to be sucked out
- Church Signage updating

If there is anyone in the parish willing to volunteer to do any of the work listed please contact the Church office. The more time and talent you can give saves the Church's treasure.

# Altar Guild Report

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## By Gail Grossman

The St. Stephen's Altar Guild is responsible for many tasks related to the smooth running of church services.

We prepare the church for services, regular Sunday worship, Christmas and Easter special services, funerals and memorial services. We maintain the vessels, linens, robes and hangings; assist the crucifers, acolytes and Eucharistic Ministers with robing; arrange for the ordering of flowers for the altar and their distribution following services. We administer the Memorial Flower Fund which solicits donations for flowers as a Memorial or Thanksgiving and we also arrange for donations for lilies and poinsettias to help to decorate the church for Easter and Christmas Services. Currently donations to the Memorial Fund do not cover the cost of flowers for the altar for the year. If you have not already done so, please consider making a donation to the fund. The forms are available in the office.

During the church year we purchase basic supplies and replenish items which are outdated or which are in short supply. In addition, this year we had the "red enamel" cross repaired and also Maureen Benfield updated the Memorial Book of donations which is located in the side aisle at the rear of the church. (Take a look at this if you have not done so.)

The Altar Guild is run as a "cooperative" with different members accepting responsibility for various duties e.g. scheduling, ordering supplies, making needlework repairs, cleaning linens and polishing silver.

There are currently 17 members of the congregation who participate in the altar guild at some time during the year. We have some members who have other church responsibilities such as choir members and Sunday School leaders, who only help during the summer, some who are away from LI and never help during the summer. Others are available only on Saturdays or only on Sundays, or have other conflicts such as serving on coffee hour, counting team, consignment shop etc. We have adopted a flexible approach to scheduling and we currently operate a sign-up system which allows people to volunteer for a Saturday or Friday preparation or for a Sunday before and / or after the service or both.

We are adaptable to anyone's schedule, so please consider joining us. No special skills are needed and men or women are welcomed. We have a couple of youth who also help out on occasion. Many find that time spent in the sacristy and church preparing for services and seeing the light streaming through the chancel windows can be one of the most peaceful periods of their busy weeks. Why not see for yourself?

# Music Report

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## By Mark Van Schenkhoef

The music at Saint Stephen's continues to be some of the finest in any church on Long Island. With the talent of our four section leaders: Maria Whisenand, Debbie Fuhrman, David Reck, and Daniel Klein we continue to perform music that feeds the congregation and reflects the love we have for God and each other. Our faithful volunteers have learned anthems most professionals would find challenging. We continue to enjoy participation by high school students who give their heart and soul to make beautiful music.

As we look forward to a year of challenges and opportunities, the choir at Saint Stephen's is dedicated to fulfilling their mission to bring praise and glory to God in our liturgies, offer spiritual nourishment to the faithful who worship here, and offer outreach to the community. Again, we have been invited to participate in the community choir festival on March 4. The annual Messiah performance continues to attract singers and attendees from the community. The Tenebræ service which was added in 2016 offers us an opportunity to commune with the meaning of Christ's passion. Our Miracle of Christmas Orchestra, has again made our celebration of Christmas so moving.

We are looking to expand the number in choir and ask those so moved to share their talents in participating in making music at Saint Stephen's. I am grateful to all who through their musical offerings have created and sacrificed for the parish and offered their voices in praise of God.

I thank the many supporters in the congregation who have given of their time, their talents, and their financial support to this ministry. Particularly I appreciate the kindness of Father Parker, the Vestry, and our Wardens.

Saint Stephen's faces substantial challenges in the future. I am honoured to be a part of this parish and pray that in the coming years the music ministry will bring joy to those who weep, comfort to the afflicted, and remain a vehicle for our praise, prayer and worship of God.

# Lay Ministry Team Report

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**By Alan Dinn, Lay Ministry Coordinator**

**From the Catechism:** “The ministers of the Church are lay persons, bishops, priests, and deacons.”

Our mission is to encourage lay people to participate in the public worship of St. Stephen’s to the extent permitted by the Canons of the Episcopal Church. We carry out the mission by recruiting, training and scheduling Eucharistic Ministers (EMs), Lectors, and Acolytes.

**Eucharistic Ministers** – Our Eucharistic Ministers are authorized to administer the chalice at regular celebrations of the Holy Eucharist. EMs must be confirmed adults (16 or over). Candidates are selected by the coordinator with the consent of the Rector/Priest-in-Charge; after training in the parish, they are commissioned during a celebration of the Eucharist.

In addition to serving at our 10 AM Sunday services, our EMs support Wednesday healing services, services on Ash Wednesday, Maundy Thursday, Easter Vigil, and Christmas (Eve/Day). This year, they have also served at marriages and funerals.

We presently have eleven active EMs at St. Stephen’s, and four inactive EMs. One of inactive EMs is a young adult. As of December 31, we have no active young adult EMs, but one will be joining the team in February.

**Eucharistic Visitors** – Three of our EMs have additional licenses from the Diocese to administer Communion from the Reserved Sacrament to the sick and shut-ins. The EV license requires a training course from the Mercer School.

**Lectors** – About 20 people serve as Lectors, reading Bible portions at the principal Eucharists on Sundays and Feast Days. Lectors must be active in the parish, and be of good voice. (At our family services, Lectors are provided by our youth.)

**Acolytes (Servers and Crucifers)** – 13 of our young people currently work as Acolytes, serving at the principal Eucharists. Duties involve lighting and extinguishing candles, assisting with the offering, and assisting with the preparation for Communion. Older Acolytes also serve as Crucifers, carrying the Processional Cross and bringing the Gospel Book to the Priest. Candidates are eligible when they reach 5th Grade, and serve until graduation from high school. Four of our Acolytes graduated from high school in June and are now “retired”; we added two acolytes this fall, and a third will be trained in January 2018.

## Sunday School & Youth Group Report

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**By Rhonda Fay, Children & Youth Minister**

Sunday School meets during the 10AM service, where grades Pre-k – 8<sup>th</sup> have a great time with chapel, music, lessons, plays and arts and crafts.

For the months of January through June, the curriculum we followed was from The Episcopal Digital Network.

For the months of September through December, the curriculum we follow is from Sparkhouse.

Grades Pre-k – 3rd journey through the Bible with captivating stories from the Old and New Testaments and make sense of the Bible with engaging resources from the Spark Story Bible. Grades 4<sup>th</sup> - 6<sup>th</sup> experience Echo the Story which invites youth to participate in creative storytelling, imaginative listening, careful observation, and lively dialogue about the Bible and their lives. Both Curriculums engage children in God's big story through videos, Bible exploration, hands-on projects, humor, imaginative biblical experiences, and honest answers to faith questions

A very special thanks to the best Sunday School teachers ever!!!

Susan Massingill teaches chapel to grades 2<sup>nd</sup> and up

Rhonda Fay and a parent teach grades pre-k – 1<sup>st</sup>, 10 registered students

Jennifer Pines and Kim Nauer teach grades 2<sup>nd</sup> – 3rd, 9 registered students

Jessica Griffin and Gareth John teach grades 4<sup>th</sup> - 6<sup>th</sup>, 12 registered students

Marcie Passley teaches music to grades pre-k – 3rd.

There are 4 registered 7<sup>th</sup> and 8<sup>th</sup> graders who assist the teachers in each class when not acolyting.

Robin Schroeder, Tori Gebbie and Renee Peiser are substitute teachers when needed.

The Sunday School kids did a great job with outreach projects throughout the year, as well as trying to raise funds to build an ark for The Heifer Foundation.

**January, February and March**

They brought lunch to feed the volunteer workers from Habitat for Humanity.





## Sunday School & Youth Group Report *(continued)*

They held a chili/hot dog Super Bowl fundraiser.

Hosted Shove Tuesday “all you can eat” Pancake Night.

Throughout the 3 months, with the generous donations of our parishioners, Sunday School collected A LOT of “Toiletries for the Troops”.

### April, May and June

Sunday School kids performed The Passion in church.

Raised money and participated in the Helen Keller Walkathon.

Hosted our very first and very fun American Idol “Who’s Got Talent” fundraiser.

Throughout the 3 months, Sunday School kids hand loomed and collected “Caps For Kids” for the Cohen’s Children Hospital. Through the generous donations of our parishioners and the Sunday School kids we collected 95 caps!!



### November and December

The kids did great reading for the “All Saints Parade” in church.

They collected, delivered and distributed Thanksgiving food items to Our Lady of Fatima’s Holiday Food Drive.

Held a kickoff to the holiday fundraiser

Unfortunately Carols and Cookies had to be canceled due to the weather, but will definitely be back next year.

The Christmas pageant was great!

The younger kids made the special ornaments that were on “The Christmas Giving Tree”.

This year Sunday School adopted 2 families. A family of 3 from St Johns Episcopal Hospital and a family of 4 from Our Lady of Fatima. Thanks for your generous Christmas gifts and for making their holiday bright.

Thanks for all of your support through 2017!



## Ushers Report

By Jim Massingill

For most church events, the ushers are the first contact between St. Stephen’s and its parishioners and visitors. Welcoming all who come to St. Stephen’s helps bridge the connection into the community of our church. Ushers also help in the orderly flow of the service, closing and opening the communion rail, help at the stairs, regulating the communion flow.

Historically, ushers have been teamed for a specific Sunday, the 1<sup>st</sup> through the 4<sup>th</sup> Sunday of the month and on even or odd months, January is odd and February is even. Recently, a number of ushers have moved from Port Washington or have retired. There open positions on all teams. All are welcome!

## Outreach Report

By Fr. Gary Parker

Here are most of what St. Stephen’s did for outreach this past year. From the Miller Fund income to be used with nutrition a donation was sent to INN (Interfaith Nutrition Network) and bought several gift cards for Stop and Shop/ Dunkin’ Donuts. We sent a monthly donation to Kekebola Tsepe, our boy adoptee, through World Vision towards in his school needs. Baby Supply Exchange continues, food gathering for the food pantry at Our Lady of Fatima, toy ex-change at St. John’s Episcopal Hospital, The Helen Keller Institute fundraiser, Toys for Tots. Our pledge to the Diocese has given the Diocese opportunities for Long Island needs, country and world-wide missions. It was been a good year with expansion in our outreach. The Sunday School reports are our biggest outreach tool at St. Stephen’s. With Laundry Love, 2018 will expand even more.



# Healing Ministry Report

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By Bob and Dolores Kazanjian O'Brien — Members, International Order of St. Luke (OSL)

## *Spiritual Healing at St. Stephen's*

We are grateful to have had the opportunity to offer hands-on spiritual healing at St. Stephen's for more than three years. We are available at the conclusion of both the noon Wednesday service and the Sunday 10 a.m. Eucharist service to those who wish to come forward for healing prayer.

Parishioners have sought prayer for their own spiritual, physical, and/or emotional healing. They have prayed with us to give thanks for blessings received. We have prayed with members and visitors for loved ones, for pets, for St. Stephen's, and for the healing of our community, our country, and the world.

In addition, we have visited and prayed with the homebound, as well as both patients and staff in nursing homes, hospitals, and physicians' offices.

We encourage you to avail yourself of this opportunity.

For more information about spiritual healing in general or OSL in particular, talk to us or see the handouts that have been made available.



# Annual Convention Report

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## Catherine Fish, Convention Delegate

On Friday, November 10th and Saturday, November 11th, I was privileged to serve as our congregation's Lay Delegate to the 151st Diocesan Convention for the Episcopal Diocese of Long Island. This was a unique opportunity to see what our Diocese is really doing for parishes like ours, and for outreach into communities near and far. When Father Gary asked me to write this article, it seemed overwhelming at first because the two days were packed with information. I certainly do not want to leave anything out, but to get to everything is impossible! So I will recount here the things that affected me, and I hope that these are the things that my fellow St. Stephen parishioners will find compelling as well.



First, we had a pre-convention meeting with Canon Claire Woodley to discuss the transition period and the rector search. This was a "feel good" session about adopting the appropriate attitude to welcome change. She encouraged congregations to use the interim time period wisely: carrying on regular church business while introducing variants in tradition; learning different ways to reach out and bring people into our community in a 21st century context; making any necessary "tough calls" as a parish family before welcoming a new rector; and encouraging each other and being as open as possible to God's call. Again and again she repeated that the one and only vital question any congregation in transition needs to ask itself is: "What does God want to have happen here?" Everything else should be rendered irrelevant. My favorite quote of hers from this session was this: "On the other side of sacrifice is delight." While there would be few among us who would gleefully assent when asked to sacrifice something, Canon Woodley reminded us that usually after we sacrifice something we experience positive feelings. While it sounds rather dogmatic, I personally plan to keep this in mind during our search process, because it will ground me in the fact that my own personal agenda may have to "give" if we as a congregation are going to "get!"

During the Convention itself, the Bishop gave an address that was, in essence, a "State of the Union." From his long speech, I found the following to be the most interesting:

- The Bishop stated that, with varying success, parishes across the Diocese have been making attempts to satisfy the Racial Justice and Reconciliation Initiative. He repeated three times: "We need to further expand our ministry to further address the needs of God's people."
- Our Diocese showed support for those affected by the DACA repeal.
- There was a great deal of discussion about protecting illegal immigrants and offering sanctuary. Debate occurred about what exactly providing sanctuary entails and whether our official language should use words such as "xenophobia" or if that was too incendiary (it was decided by a powerful vote showing that it is important to use specific language when talking about the mistreatment of minorities).
- The Diocese is growing in ministry. There is an exhaustive list of congregations currently engaged in Redevelopment and work is starting on imagining the replanting of NEW congregations in areas that are currently not being served
- This Ministry Plan (budget) is the largest in the history of the Diocese. That may sound alarming, but the good news is that

## Annual Convention Report *(continued)*

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well over half the budget has been delegated toward actual ministry (serving our parishes, and our inreach and outreach programs).

While the Diocese is certainly a bureaucracy, and much of the days were spent debating the semantics of legal jargon, the Diocese is also a body of faithful and compassionate people of God. Worshipping with them was a pleasure, and I myself am pleased to share with St. Stephen's the final Benediction that was read. I believe it is a poignant prayer that reflects our values perfectly:

May God bless you with discomfort at easy answers, half truths, and superficial relationships, so that you may live deep within your heart.

May God bless you with anger at injustice, oppression, and exploitation of people, so that you may work for justice, freedom, and peace.

May God bless you with tears to shed for those who suffer from pain, rejection, starvation, and war, so that you may reach out your hand to comfort them and to turn their pain into joy.

May God bless you with enough foolishness to believe that you can make a difference in this world, so that you can do what others claim cannot be done.

## Consignment Shop Report

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**By Caren Salkin, Susan Massingill & Melissa Murphy**

The mission of the St. Stephen's Consignment Shop is "Good deals...Good works."

The Shop finished 2017 at \$76K in sales, up from \$73K in 2016. The Shop's contribution margin to the church was over \$50K.

We have over 350 active consignors-- approximately 50 are parishioners. Many parishioners also donate, which represents a substantial contribution to the shop. It's a convenient way to re-purpose gently used clothes and housewares, while helping the community. We have been encouraging more donations and consignments.

We set out to find a part-time Shop Associate to assist Shop Manager, Caren Salkin. In March, Jill Klein filled the position, but unfortunately, she left St. Stephen's in April to take a job as a Hospice Volunteer Coordinator. In May, we hired Susan Snyder, who has been a wonderful addition to the team, and a valuable asset to the Shop.

We are using outdoor "sandwich board" signage, Facebook page, and Constant Contact emails to publicize our sales with customers and consignors. We believe this is helping to grow awareness in the community.

Caren is supported by a cast of hardy volunteers from in and outside the parish who deserve our thanks: Arlene Bukaczynski, Bob Chao, Christine Cheng, Agnes Dickson, Laura Giordano, Deborah Maloney, Sue Massingill, Jane Massingill, Susan Miller, Mary Pederson, Anne Read, Laura Richards, Ellen Shields, Bob Chao, and advisers Donna Blankman and Abby Chromy and Melissa Murphy. Thank you also to Bernadette Reyes, Erika Skoblow, and Rafael Pérez for their help and support.

We are always in need of volunteers. If you can spare a few hours on Tuesday, Thursday or Saturday from 10 to 4 please email Caren at [shop@ststephenspw.org](mailto:shop@ststephenspw.org).





# Fall Fair Report

By Matthew Bendix

The final tally from both the Fall Fair on October 21st and the Mini-Fair on December 3rd are in. The total revenue was \$15,571.38 and total expenses were \$7701.80. The total net proceeds were \$7869.58. Based on past years, this was a very successful fair. The new date in late October worked out well for us. Increased foot traffic from the other events occurring in the area brought more people into the fair. At our post fair debriefing, where we dug deeper into the fair numbers, we decided that we need to start rethinking our upstairs activities and layout to draw more people in. We did very well with the carnival, trash and treasure, toys, and the petting zoo and outdoor activities, but not as well with the bake sale, lunch or other upstairs activities. Nevertheless it was a successful fair – the level of participation and volunteerism was outstanding! Many thanks to all who were involved this year.

10/21/2017 FAIR INCOME AND EXPENSES

INCOME ITEMS	CASH COUNTS							DONATIONS	TOTAL	NET
	SEED	CKS	CREDIT CARDS	NOON	2PM	4PM	EARLY/LA			
BAKE SHOP	40.00	70.00	63.00	200.00	80.00	120.60			533.60	493.60
BOOTH RENTAL		200.00							200.00	200.00
CAFÉ	60.00		12.50	200.00	300.00	236.55			749.05	689.05
CARNIVAL	90.00	20.00		400.00	600.00	695.66			1,715.66	1,625.66
CARNI FOOD									0.00	0.00
CHRISTMAS			41.00	60.00	40.00	182.50			323.50	323.50
CO STORE	40.00		40.00	150.00	100.00	261.75			551.75	511.75
KNITTING	40.00					151.00			151.00	111.00
LUNCH	100.00		134.50		850.00	234.75		362.00	1,581.25	1,481.25
PLANTS	40.00	146.00	159.00	100.00	150.00	216.00	-290.00		481.00	441.00
QUILT	20.00	565.00	10.00	170.00	80.00	99.00	640.00	400.00	1,964.00	1,944.00
T&G	40.00		27.00	250.00	250.00	187.22			714.22	674.22
T&T-HSWS	40.00	100.00	100.00	400.00	300.00	214.75			1,114.75	1,074.75
T&T-HRDWRE		75.00		200.00	40.00	27.00			342.00	342.00
ANIMAL FEED	40.00			80.00		165.00			245.00	205.00
BOUNCY CASTLE	40.00			80.00	60.00	142.10			282.10	242.10
PONY	40.00			280.00	210.00	199.00		500.00	1,189.00	1,149.00
RAFFLE	40.00		55.00	60.00	70.00	92.00			277.00	237.00
XMAS WREATHS	40.00						532.00		532.00	492.00
MISC	40.00	300.00						2,700.00	3,000.00	2,960.00
MINI FAIR	50.00						424.50		424.50	374.50
TOTALS	800.00	1,476.00	642.00	2,630.00	3,130.00	3,224.88	1,306.50	3,962.00	16,371.38	15,571.38

EXPENSE ITEMS	SUBTOTAL	
ADVERTISING		
Banner, updates and hanging	570.00	
Printing signs and placemats	448.00	
Blank Slate Media	100.00	
Anton News - PW	249.00	
Anton News - Manhasset	149.00	1,516.00
DECORATIONS		
Plastic Table Cloths	47.74	
Table Skirts	182.70	
Small chrysanthemums	39.12	
Small Scarecrow Dolls	26.04	
Fall Leaves String Decorations	8.68	304.28
LUNCH		
Hot and Cold Containers	41.64	
Food Containers and Lids	40.41	
General supplies (J. Bishop)	115.98	
Sea Cliff Bagel Café	908.00	
NCDOH Permit Fee	110.00	
FedEx to NCDOH	25.98	1,242.01
CAFÉ		
Paper Cups	59.88	
Cookie Containers	37.54	
Paper Plates	26.04	123.46
ANIMALS - Stepping Out Ponies	1,150.00	1,150.00
QUILT	389.00	389.00
GENERAL		
Router for CC Trans	108.59	
Labor	1,152.00	
Dumpster	445.50	1706.09
PLANTS		
Plants	379.05	
Wreaths	558	937.05
PRIZES	333.91	333.91
TOTAL EXPENSES		7,701.80

Note: Consignment shop increased revenue on Fair Days was \$1,100.00  
\$290 of cash for wreaths included in PLANTS category

# Communications Report

By Melissa Murphy

In this digital age, with the advent of social media and the internet, communications have changed dramatically both in media and content. How best to communicate, and how to maintain appealing and up-to-date content, continues to be a vitally important topic for St. Stephen's and all institutions. We have to have an effective strategy and plan in order to reach the "un-churched," as well as current parishioners.

The Communications Committee manages our Facebook presence, writes news stories for the Port News, places ads for church events, edits and emails the monthly Banner, and updates our website. We thank Sona Hyde for keeping our website up- to- date again this year. The website is an important vehicle for "church shoppers" who are looking for more information about our church, as well as current members.

Jennifer Pines is the Chair of the Communications Committee for 2018. Jennifer has been very active on the committee for several years, taking wonderful pictures of church events, writing and coordinating the press releases, pictures and ads with the Port News. We received outstanding, front- page coverage in the Port News for our Fall Fair. She also helps manage our Facebook page, along with Alan Dinn.

## Communications Report *(continued)*

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The Banner, which is now emailed monthly on the first Thursday of the month, is edited and emailed by Jillian Delaney. Many thanks to Jillian for accepting this responsibility this year. She has done a terrific job. Thanks to Alan Dinn and Ellen Shields who have edited and proof-read our content this year, and of course, Bernadette Reyes in the office who provides and edits the content.

Please help St. Stephen's Communications committee!

Here's how:

- Are you on our email list? Much of our communication is now digital, and we'd like to be able to include all parishioners. Send your email address to Bernadette at [office@ststephenspw.org](mailto:office@ststephenspw.org).
- Like us on Facebook, and comment and share our posts. This helps us grow our presence. Our page likes have grown from 270 a year ago to over 325 currently. You can also post your pictures to our Facebook page and tag friends.
- Send your pictures of church events to [office@ststephenspw.org](mailto:office@ststephenspw.org) and [banner@ststephenspw.org](mailto:banner@ststephenspw.org).
- Forward our Banner e-newsletters to friends in the community who may be interested in visiting St. Stephen's.

We will continue to expand our efforts to publicize outreach efforts, youth group and other church activities, with your help. Thank you.

## Welcoming Team Report

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**By Donna Blankman**

Jim Massingill and his Ushers are doing a fine job of greeting and assisting guests in the Narthex. Thank you.

However, there are areas where we could and should be more welcoming.

1. Greeter at the Cloister entrance: This is where most of our physically challenged guests arrive and leave. Someone stationed here could assist those people to their seats, if needed. Thank you Bob O'Brien for taking on this ministry.
2. The Cloister entrance is perfect for all levels of mobility, thanks to the ramp. However, getting to a lavatory from there or from anywhere in the church is a challenge. It is incumbent on us to create a lavatory on the main level for physically challenged parishioners and guests and for those with small children, who may need a diaper change or potty visit. The Narthex lavatory has been promised, pending an estate settlement. Thank you.
3. Another area in need of change is the Cloister floor. The raising of the Cloister floor will create a level path to the coat closets and, hopefully, the aforesaid lavatory.
4. The Parish Hall is also in need of a main floor lavatory: handicapped accessible. We are very remiss in our obligation to our visitors and to our senior members in not providing this service. The Receiving Room would be perfect.
5. Signage: The signage for parking has improved but the signs for the Office, Rectory, Parish Hall are lacking readability. Free-standing signs at the entrance to the property would be advised. (Some are in place.) Many new visitors resort to asking the Senior Center or Consignment Shop for directions to the Office.
6. As we are looking to attract a new Rector, we need to focus on updating our website, Banner, and printed materials. The pew brochures are in desperate need of updating. This is easily done as they are printed in-house.
7. Finally, name tags. We had very nice ones many years ago, some folks still have them. We wore them, and it made it easier to greet people by name. Not everyone attends church or events regularly but still are members and deserve to be greeted by name. Guests would be given temporary name tags and issued permanent ones on their becoming full members of our St. Stephen's family.

Many of you will recognize some of these challenges as they are hold-overs from last year.

In sum, we need to do much more. These changes will require a financial commitment on all our parts.

If each of us put an amount equal to one month's pledge into a special account, we could finance at least one of these Welcoming projects. Otherwise we would be dependent on the generosity of a few to finance any or all of these changes. The choice is ours to make.



# St. Stephen's Episcopal Church

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[www.ststephenspw.org](http://www.ststephenspw.org)

Sunday Services at 8am and 10am

Wednesday Healing Service at Noon

Sunday School, Nursery & Youth Group September-June

Office Hours: Monday — Thursday 10am to 1pm

