

Saint Stephen's Episcopal Church



2016 ANNUAL REPORT

111th Anniversary of the Parish

January 22, 2017

Port Washington, New York

Clergy, Vestry, Delegates and Staff

Clergy The Reverend Gary J. Parker
Priest-in Charge

Delegates to Convention

Delegate	Einar Haukeland
Youth Delegate	Colin Schroeder

Vestry	Einar Haukeland, Warden	2017
	John Longmire, Warden	2018
	John Day, Treasurer	
	Alan Dinn, Clerk	
	Abby Chromy	2017
	Roopali Gupta	2017
	Melissa Murphy	2017
	Kathy Forman	2018
	Jessica Griffin	2018
	Diana von Roeschlaub	2018
	Elisa Delaney	2019
	Jamie Pines	2019
	Jonathan Shields	2019
	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 Sona Hyde Paul Seidel Jennifer Wilson Pines
Ushers	Jim Massingill
Altar Guild	Gail Grossman
Coffee Hour	Susan Deitz
Parish Historian	Alan Dinn
Baby Supply Exchange	Leslie Bradshaw



St. Stephen's Church 111 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 22, 2017

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Healing Ministry	<i>Bob & Dolores Kazanjian O'Brien</i>	19
Annual Convention	<i>Fr. Gary Parker and Colin Schroeder</i>	19
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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. 1.2. 3.
2. There are place. 3. If you

Dismissal Let us Bless the Lord

The People respond: Thanks be to God

Election of the Vestry

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 is pleased to announce the nominees for Vestry,

3 year terms:

Catherine Fish

Rachel Golder

Stephen Silvester.

The Committee also nominates for Warden, 2 year term:

Roopali Gupta.

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 Abby Chromy and Melissa Murphy, and departing Warden Einar Haukeland.

Vestry Nominees

Catherine Fish

Catherine has been a member of St. Stephen's Church for 22 years, since she was 5 years old! She went through the Sunday School program, participated in the Youth Group, served as an acolyte, and became a confirmed Episcopalian. From the time she was 7 years old until present day though, you can always find her singing in the choir. Catherine and her family absolutely cherish St. Stephen's incredible music program. It is what first drew her parents to this parish, and enabled her family to benefit from the many other wonderful aspects of this church community.

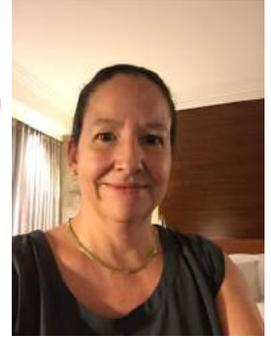
Catherine is in her 6th year of teaching music and currently works as the Director of Orchestras at Herricks High School in New Hyde Park. She also plays violin professionally in a number of symphony orchestras and opera companies in the New York-metropolitan area. It is a great privilege for her to be able to return to the church she grew up in as an adult and continue to reap the benefits of this loving community. The people of St. Stephen's have acted as a supportive family for her entire life, and she looks forward to being able to pay this blessing forward. Catherine hopes that she will be able to offer a valuable perspective as a younger adult member of the parish, and looks forward to the opportunity to serve the people and church she loves.



Vestry Nominees (*continued*)

Rachel Golder

Rachel is an 18-year member of St Stephen's with her husband and three teenage children. She was a Sunday School teacher when the children were young, and has been a member of the choir for eight years. She served on the Vestry for four years, leading the Stewardship effort. She is also an active participant in many of the Church's community activities, including the Fall Fair, and helps to make the Miracle of Christmas Orchestra happen. Rachel has a B.A. in Music (*magna cum laude*) from Yale. When she is not working for the parish, Rachel is a manager of bond portfolios for Goldman Sachs.



Stephen Silvester

Stephen was born in Greenpoint and raised in Flushing. He moved to Port Washington in 1996. He has been a construction worker since 1985. He has been attending St. Stephen's since 1997 or 1998. Both of his kids were baptized here. He also taught Sunday School for a long time.



Roopali Gupta

Roopali grew up in Southern California and graduated from UC Berkeley with a B.A. in Economics. In 2000 she moved to New York City to work in investment banking structured finance for Morgan Stanley. She spent 9 Years on Wall Street, first with Morgan Stanley and then Barclays Capital, in structured finance banking and trading. After having her first son she made the decision to stay home and raise her family. She and her husband, Gareth, moved to Port Washington in 2005. She is now a stay at home mom of 2 boys and a full-time Yoga Instructor for adults and children specializing in special needs students. The John family has been parishioners at St. Stephen's since 2013.



Minutes of the 2016 Annual Meeting

The Annual Parish Meeting of St. Stephen's Episcopal Church was held on Sunday, January 31, 2016, being the Fourth Sunday after the Epiphany, in the Parish Hall. Fr. Gary Parker, Priest in Charge, called the meeting to order at 11:35 AM.

Opening Remarks – Fr. Gary reflected on his first year at St. Stephen's. This year has been a time of transformation, listening, and healing.

Nominating Committee – Donna Blankman reported for the Nominating Committee. The committee consisted of Fr. Gary, Donna Blankman, Einar Haukeland, Abby Chromy, Gy. Dioguardi, and Jonathan Shields (when his name was placed in nomination, Jonathan withdrew from the committee). The committee proposed the following slate for election:

Warden (two years) – John Longmire

Vestry members:

(three years) – Elisa Delaney, Jonathan Shields, Jamie Pines

(one year, to fill the remainder of John Longmire's term) – Melissa Murphy

It was moved, seconded, and approved to close the nominations. It was then moved, seconded and approved to have the Clerk of the Vestry cast one vote for the slate.

Minutes of 2015 Annual Meeting – The minutes of last year's annual meeting were approved on motion.

2016 Budget – The Treasurer presented the operating budget for 2016, which had been previously approved by the Vestry. We expect revenues to be better, but we will have a loss because of advance payments in 2015.

Reports of Vestry Committees and Operating Activities – Yearly reports were provided as a handout at the meeting.

Recognition of Retiring Vestry – The parish thanked retiring Warden Donna Blankman and Vestry members Matt Bendix, Justin Newby and Larry Schwirzbin.

Welcome of New Vestry – The parish welcomed the newly elected Warden and Vestry members.

The meeting was adjourned at 12:23 PM.

Respectfully submitted.

Alan E. Dinn, Clerk

Treasurer's Report

By John Day

The church's finances are in fair condition.

The operating numbers for the year to December 2016 are summarized here:

St Stephen's summary 2016 financial statements						
		2016		2017		
		budget	actual	budget		
Operating account						
	Income	495,000	454,571	477,900		
	Expense	515,577	461,733	487,900		
		(20,577)	(7,162)	(10,000)		
Capital account						
	Carry over	37,150	37,150	46,750		
	Contributions	2,850	15,000	10,000		
	Expenditure	40,000	5,400	56,750		
	Carry forward	0	46,750	0		

There is a small deficit on the operating account, with a gap as late as November closed by some generous donations late in the year – costs were kept low throughout the year – some of that spending shortfall was due to lower property maintenance activity - both day to day maintenance charged to the operating account and also larger projects accounted for in the capital account (which is, of course, usually a deferral of expenditure).

Budget 2017

The budget for 2017 anticipates a similar operating deficit to 2016 – and active year on the capital project side - there is still money available from the 2015 capital campaign, and a donation to install bells at St Stephen's was made in 2016: this is expected to be spent in 2017.

Cash position and investments

Checking account cash: \$82,000 as at Dec 31, 2016 – a good opening position.

The investments are at \$409k up from 372k at the start of the year. In terms of investment performance, we have done well, in line with growth in securities values in 2016.

2017 Budget

St Stephen's Budget 2017 Proposed Vestry approved 1/8/2017

		2012	2013	2014	2015	2016	Proposed
		Actual	Actual	Actual	Actual	Actual	2017
							Budget
Operating fund							
Income							
	Pledge	228,954	219,354	189,543	190,931	193,573	190,000
	Unpledged envelope	50,334	56,624	48,811	59,842	39,174	35,000
	Contributions and income against active outreach	2,586	2,000	12,206	295		1,000
	Plate	9,581	6,572	12,902	6,396	5,671	6,000
	Rentals	95,700	95,068	86,850	73,900	99,775	104,400
	Parish Hall & St Cecilia	44,514	58,067	48,024	46,994	51,150	54,500
	Fundraising - mainly consignment shop / Fair	46,882	45,136	48,887	60,311	53,380	57,000
	Investment used for operations	858	1,671	5,042	750	1,400	5,000
	Fund transfers -	12,220	-	-	-	-	15,000
	Other	22,044	20,676	10,336	32,101	10,186	10,000
	Bequest	9,724	24,000	339	11,250	-	-
	Total Income	523,397	529,168	462,940	482,769	454,310	477,900
Expense							
	Clergy remuneration - inclusive of medical, pensions etc	126,571	124,765	114,200	91,602	110,664	115,000
	Supply clergy/ deacon expenses	175	225	200	1,093	1,837	1,900
	Musical remuneration	62,263	61,151	60,365	62,323	61,376	63,000
	Administrative and custodial remuneration	50,109	46,378	52,982	32,580	34,833	38,500
	Consignment shop remuneration/ other	23,982	22,398	12,421	14,127	16,155	21,500
	Staff 'on costs' - FICA and workmen's comp	9,327	8,923	11,644	23,304	22,306	23,000
	Rector/lay training and dev. - events subs. books	300	674	15	1,315	770	1,800
	Rector discretionary	2,659	1,293	1,767	200	400	500
	Worship and music supplies	5,497	5,747	5,016	4,211	4,579	4,600
	Diocesan Tithe	49,257	48,278	40,395	37,999	39,327	37,606
	Committee budgets						
	Outreach	4,585	3,550	4,545	620	1,657	1,000
	Outreach Inst.	1,265	-	-	-	-	-
	Outreach: ambitious plan	2,000	-	-	-	-	-
	Communications	3,476	6,066	3,861	1,480	1,574	2,500
	Christian Formation	1,219	97	1,000	2,339	2,127	2,700
	- Staff		1,731	10,049	10,349	10,279	10,700
	Welcoming & Connecting (Food & Bev)	2,714	1,502	4,614	2,972	2,137	2,000
	Altar flowers - altar guild expense	6,316	6,483	7,029	7,252	5,767	6,500
	Stewardship	-	405	-	-	65	200
	Office expenses						
	Machine rental & office supplies	8,981	7,186	7,227	7,738	6,706	7,300
	Telecoms	6,656	6,367	6,531	6,606	7,054	6,900
	Postage	976	1,712	1,094	794	571	800
	Printing	2,749	3,409	3,447	2,119	2,375	2,600
	Buildings and Grounds						
	Repair & Maint: Church/PH	9,015	4,500	6,055	2,698	6,827	6,500
	Repair & Maint: Rectory	2,758	1,000	426	0	336	500
	Repair & Maint: Rental Properties	7,681	8,300	400	9,540	1,600	2,500
	Equipment Purchase	2,840	2,000	-	564	300	500
	Equipment Repair & Maintenance	1,344	1,369	754	674	3,648	3,500
	Contracts	5,927	4,880	7,326	7,053	6,858	7,300
	Housekeeping supplies	3,657	5,037	3,358	3,173	4,612	5,000
	Water, Electric & Gas	29,516	28,722	32,947	26,983	23,864	25,044
	Grounds Maintenance	11,714	8,860	9,280	8,641	4,538	6,000
	Inspections/Permits/Fees	160	768	565	1,771	105	600
	Real Estate Taxes	19,041	26,769	46,870	44,135	33,528	35,000
	Insurance (general risk)	19,243	18,526	18,435	21,485	22,912	24,000
	Professional						
	Annual Audit & Closing	4,000	4,200	4,400	4,600	4,800	4,900
	Accounting Services - Monthly	9,987	11,336	12,154	11,165	9,269	10,500
	Payroll & Employee Tax Filing	703	916	788	790	758	900
	IT and accounting consulting	1,443	300	2,025	2,725	2,164	2,300
	Bank fees and sundry	780	694	731	2,270	1,162	1,250
	Miscellaneous						
	Search, welcome and installation	2,040	-	18,580	-	2,066	1,000
		502,926	486,517	513,496	459,287	461,906	487,900
	Operating surplus/deficit	20,471	42,651	(50,556)	23,482	(7,596)	(10,000)
	Contribution from auction of promises	-	39,965	-	-	-	-
Capital fund							
	Carryover	-	-	-	-	37,150	46,750
	Contributions	29,650	8,460	5,000	80,830	15,000	10,000
	Capital improvements	(67,728)	(39,048)	(11,880)	(43,680)	(5,400)	(56,750)
	Operating surplus/deficit	(38,078)	(30,588)	(6,880)	37,150	46,750	-
		(17,607)	52,028	(57,436)	60,632	39,154	(10,000)
Other Expenses							
	Non-operating: former Rector separation	-	-	(127,286)	-	-	-
	Net Income	(17,607)	52,028	(184,722)	60,632	39,154	(10,000)

Stewardship Report

By Roopali Gupta

This year's Stewardship Campaign, "Filling our Sails with the Spirit" saw a decreased number of pledges as well as total pledged amount. The campaign was rebranded yet carried forward the sailing theme with a new info graphic and posters showing how St. Stephen's fills its sails with good works. The graphic and theme were well received. As well as sending out the pledge packet letters in October, the Stewardship committee continued to stress the importance of pledging all our God given gifts of time, talent and treasure in talks given each Sunday by Stewardship committee members and testimony from parishioners. This year the Stewardship campaign used 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". 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 committee hoped that continuous 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 16th, 2017, \$200,330 has been pledged for 2017 by 65 parish individuals or families. Last year \$212,148 had been pledged by 67 individuals or families. We have seen approximately 6% decrease in total pledged amount and 3% decrease in the number of pledges. The 2017 budget estimates expenses to be approximately \$488,000. To see the parish's mission, outreach, and service grow our pledges must meet at least 50% of our expenses. If you have not yet had a chance, we hope you will still consider joining in the generosity of your fellow parishioners.

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, Rachel Golder and Donna Blankman, our volunteer offering counters Tish Davis, Gail Grossman, Sue Mittelstaedt, Paul Seidel, and Maria Whisenand, as well as our parish administrators Sue Waiter and Bernadette Reyes.

Finance Committee Report

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 daughters 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 holds funds for rental deposits, money given for the Sunday school, etc. The largest account holds money that has been given 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 a rise in rates. After the 2017 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, 2016 returns, and asset allocations for the five accounts are as follows.

The endowment fund (unrestricted)

\$179,411.82 at 12/31/2016 5.97 % return 59% cash, 17% bonds, 24% equity

Designated fund

\$59,072.06 5.79 % return 53% cash, 23% bonds, 24% equity

Endowments

\$28,467.12 7.04 % return 51% cash, 23% bonds, 25% equity

Rex Chao Music Fund

\$67,582.85 5.76% return 59% cash, 17% bonds, 24% equity

Pat & Vic Morgan Music Fund

\$24,063.73 6.77% return 59% cash, 17% bonds, 24% equity

Broader market returns for 2016 were as follows: S&P 500—12.0 %, Nasdaq Composite—8.9%, US Corporate (bond) Index—6.1 %, and U.S. 7-10 Year—1.1%. Most of the equity returns were in November and December.

Priest-in-Charge Report

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, formed job descriptions. We have fixed boiler issues, repair for the Children Center's space and grounds. There is much that can be said and it's found in the annual report under the different headings. The change in Parish Administrators from Sue Waiter to Bernadette Reyes has been a blessing in 2016 for implementing our 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. 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 wish to involve every household in financially supporting.

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.

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, write thank you notes, The Banner, etc. More help is needed. Erika and Raphael are gifts to us, and Caren Salkin at the Consignment Shop, with her 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 that 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 for 2 years to fill our toolbox with skills and knowledge in these areas. I was scheduled to be with you until January 2018. The Vestry and I have extended my stay to January 2019.

The prayer after communion in our Sunday service was changed in mid-2016 to reflect how we have changed since 2014/15. We pray together where we are and our continued journey for the years to come.

Loving God, we give you thanks for restoring us in your image and nourishing us with spiritual food in the Sacrament of Christ's Body and Blood. Now send us forth a people forgiven, healed and renewed; that we may proclaim your love to the world and continue in risen life of Christ, our Savior. Amen

2016 Parish Register

	2016	2015	
Sunday Services	106	113	Marriage
Weekday Services	48	40	John Woods & Thossaporm Phuangsambat
Funerals	2	8	
Baptisms	0	2	
Marriages	1	0	Deaths
Average Sunday Attendance	86	76	Ruth Lee Needham
Other: Stations of the Cross	0	1	Anne N. Radzvilla
Home Communion	40	25	Jean Nolting
Easter Sunday	278	288	Kevin Ives
Sunday School Enrollment	49	67	
Daily Office on Sundays	0	0	
Daily Office on Weekdays	0	0	
Confirmations	0	0	
Reception in to the Church	0	2	

2016 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
 Nick Anderson – Music Academy of NY
 Economic Advantage
 Estrella de Jacob Iglesia
 Senior Center

St. Stephen's in 2016

By Alan Dinn, Church Historian

January

On January 10th, our choir joined several other groups to entertain the community at a choral concert at Hempstead House.

At our annual meeting on January 31st, we elected a new Vestry class and chose John Longmire to serve as Warden. We offered thanks to Donna Blankman, who had served as our only Warden during the transition period after Fr. Stuart's departure.

February

On February 6th, our Youth Group joined with Girl Scout Troop 411 to feed Habitat for Humanity workers.

We ended our pre-Lenten season with a traditional Shrove Tuesday pancake supper on the 9th; the next day was Ash Wednesday and we gathered for Eucharist and Imposition of Ashes at noon and again at 7:30 PM.

On February 15th, Ruth Lee Needham entered the Church Triumphant. She was a true daughter of the parish, from her Baptism in 1926 to her Burial in 2016. She was a longtime member of the Altar Guild and also a volunteer in the Consignment Shop.

The Lenten discussion group began on February 17th. About 15 people met in the Rectory for a soup and salad supper and a discussion about the seasons of the Church Year led by Fr. Gary.

March

The Lenten season ended with our Holy Week celebrations, Tenebrae, Maundy Thursday supper and Eucharist, Good Friday Communion, Easter Vigil, and the two Festival Eucharists on Easter Day, March 27th.

April

Virginia Corrigan resigned as Consignment Shop director effective April 23rd; she was replaced by Caren Salkin.

Five pine trees were removed (roots and all) from the triangle between the Rectory and the church.

May

On May 8th, the parish dedicated a flowering purple plum tree that had been planted in the courtyard in memory of Christine Cutting.

The Memorial Day picnic was held in the Rectory yard and the courtyard on May 30th.

June

At their meeting on June 21st, the Wardens and Vestry elected to bestow upon the Rev. W. Kurt von Roeschlaub the title and dignity of Rector Emeritus. At the same meeting, the Vestry voted to terminate our agreement with Shining Studios.

July and August

July and August were quiet months at St. Stephen's

September

September marked the beginning of our operating year at St. Stephen's. At a family service on September 4th, we held a "Blessing of the Backpacks." The Consignment Shop reopened on the 6th, Church School began on the 11th, and the Choir returned from their summer break on the same day.

Susan Waiter, our Parish administrator, resigned effective September 16th. On September 19th, Bernadette Reyes took over the position.

At the 10 AM Eucharist on September 18th, we bade farewell to Susan, and also to long-time parishioners Ruth Ann and Michael Sauter, who are leaving Port Washington. We also held a farewell party for the Sauters that afternoon in the Parish Hall.

On September 23rd and 24th, Fr. Gary, Abby Chromy, and Elisa Delaney attended the first of a series of Congregational Development Institute workshops. It focused on knowing parish culture, team building, and planning for change, with a view toward improving our parish operating structure.

St. Stephen's in 2016 (continued)

We finished out the month with our annual Beach Bake on the 25th.

October

Fr. Gary began a formation class for 6th graders and up on Sunday evenings from 6:30 to 8 PM in the Rectory.

On October 2nd, Fr. Gary conducted a "Blessing of the Animals" as part of our 10 AM Eucharist. The following Saturday, we held a Blood Drive in the Parish Hall.

Elisa Delaney and Alan Dinn met on October 18 with two potential suppliers of carillons, Verdin Company and Neill Carillon Services, LLC. Verdin's proposal was beyond the grant money that we have, so we are continuing negotiations with Neill with a view toward having a functioning system by Easter 2017.

On October 23, we instituted Fr. Kurt as our Rector Emeritus. Most of his family participated in the service: Diana and Kurt, Jr., served as Eucharistic Ministers; Priscilla and Rachel read the lessons, Eric was the Crucifer, and Avery was one of the Acolytes.

On October 30, Fr. Gary commissioned Gy Dioguardi as a Eucharistic Minister.



November

November began with our annual Parish Fair on the 5th.

During the month, the Church School and Youth Group collected food for the food pantry at Our Lady of Fatima, and also presents for a needy family that we "adopted."

Fr. Gary, Einar Haukeland, and Colin Schroeder represented St. Stephen's at the annual Diocesan Convention on November 11th and 12th.

On November 20th, Fr. Gary and several of our parishioners joined other members of various faith communities in Port Washington for our annual Interfaith Thanksgiving Service at the Community Synagogue. Fr. Gary gave the message.

November 27th, the First Sunday in Advent, was Commitment Sunday, the official close of our 2017 pledge drive.

December

Bob and Dolores O'Brien gave a talk on spirituality on December 4th after the 10 AM service.

The Choir presented their annual performance of portions of Händel's "Messiah" on December 17th.

Christmas was celebrated with a Eucharist at 5 PM on Christmas Eve, a Festival Eucharist at 10:30 PM on Christmas Eve, and a Eucharist at 10 AM on Christmas Day.

Warden's Report

By John Longmire

This is an exciting time for St. Stephen's. We have stabilized our operations under Fr. Gary's leadership, and have added several new families this year. Our Sunday School is thriving, and our youth programs have been rejuvenated. Our financial performance, while always challenging, exceeded our budgeted expectations for 2016. We have joined the diocesan Church Development Institute, and two of our Vestry members (as well as Fr. Gary) have attended several CDI retreats as we prepare for the next phases of our development. We are working to restore the carillon, and we are completing another successful stewardship campaign. We look forward to more exciting new developments in 2017.

Buildings & Grounds Report

By Einar Haukland



Altar Guild Report

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 also arrange for donations for lilies and poinsettias to help to decorate the church for Easter and Christmas Services.

During the church year we purchase basic supplies and replenish items which are outdated or which are in short supply. This year we ordered new lay minister robes for some of our new Eucharistic Ministers and crosses which are given to graduating seniors who have served as crucifers and acolytes.

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. Three of our members opted to stay with a month commitment but everyone else participates in the flex-time.

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

By Mark Van Schenkhof

Ἐγώ εἰμι τὸ φῶς τοῦ κόσμου·

ὁ ἀκολουθῶν μοι οὐ μὴ περιπατήσει ἐν τῇ σκοτίᾳ, ἀλλ' ἔξει τὸ φῶς τῆς ζωῆς.

As the Easter Vigil begins there is but one candle to pierce the darkness. From that one light that symbolizes Christ we share in this flame, lighting the Church and enacting the words of Jesus from the Gospel of John: "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life."

Never has light been so manifest to me as working with you who have given sound to our music ministry. Whether it is the singing of a favourite hymn by the congregation or the deeply moving solo of "Were You There When They Crucified My Lord," this light of Christ has grown with this passing year. I and those who participate in this ministry are grateful to the God who inspires such beauty and to the congregation that so generously supports this expression of faith. I continue to be confident that the music ministry at Saint Stephen's will continue to grow as God grants us the guidance of his Spirit.

The volunteers and our quartet of leaders have made even the most challenging music sound forth with beauty and grace. Over the past year the average attendance at choir rehearsals and Sundays has increased. We are especially blessed with our youngest singers: Catherine Fish, Zachary Lee, Chelsie Howell, and Philip Barsky, who not only add to the choir but also have contributed as soloists. I am grateful to all who through their musical offerings have created and sacrificed for the parish and the praise of God.

I thank the many supporters in the congregation who have given of their time, their talents, and their financial support of 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

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.

One of the highlights of our Worship Team work this year was the celebration of Fr. Kurt von Roeschlaub’s institution as Rector Emeritus. During that service, his son and daughter-in-law served as EMs, his wife and daughter were added to the roll of Lectors for the day, and two of his grandchildren served as Acolytes.

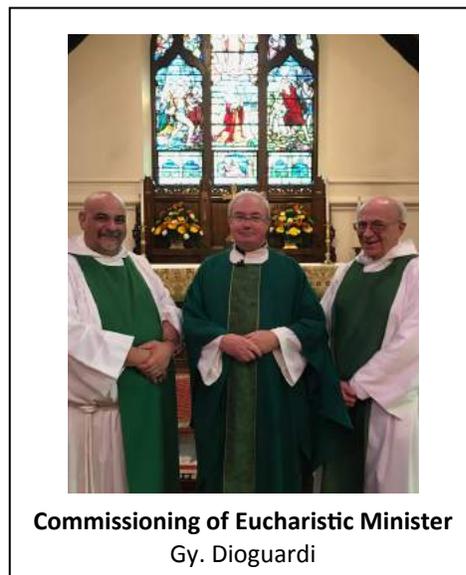
Eucharistic Ministers – Our Eucharistic Ministers are authorized to administer the chalice at regular celebrations of the Holy Eucharist. EMs must be confirmed adults (16 or over). Candidates are selected by the coordinator with the consent of the Rector/Priest-in-Charge; after training in the parish,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

We presently have twelve active EMs at St. Stephen’s, one of whom was commissioned this fall, and four inactive EMs. One of our current EMs and two of our inactive ones are young adults.

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) – 15 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. Three of our Acolytes, two of whom also served as Eucharistic Ministers, graduated in June. We added one Acolyte to the team in the spring and one in the fall, and trained three to become Crucifers.



Sunday School & Youth Group Report

By Rhonda Fay, Children & Youth Minister

During the 10AM service, The St. Stephen's Sunday School children, from grades Pre-k – 12th, have a great time with chapel, music, lessons, plays and arts and crafts.

Father Gary introduced Youth Formation meetings for grades 6th and up Sunday evenings in the rectory from 6:30-8PM.

The youth also did outstanding work with outreach projects throughout the year.

A VERY SPECIAL THANKS goes to the great dedicated team of Sunday School teachers.

Susan Massingill teaches chapel to grades 2nd and up.

Jennifer Pines, Kim Nauer and Gareth John teach class grades 2nd-6th, 22 registered students.

Rhonda Fay and a parent teach class grades Pre-k-1st, 17 registered students.

Jessica Griffin teaches music to grades 2nd-up, Marcie Passley teaches music to grades Pre-k-1st.

There are 10 registered 7th-10th graders who assist the teachers in each class when not acolyting.

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

Jennifer Pines and Robin Schroeder help Father Gary with the Youth Formation Meetings.

The curriculum that we follow is from the Episcopal Digital Network and also the weekly Children's Worship Bulletins.

Here are the Wonderful Outreach Projects the Youth did during 2016!!

January, February and March

The youth brought lunch to feed the volunteer workers from Habitat for Humanity. They held a Chili / Hot Dog Super Bowl fundraiser, Hosted Shrove Tuesday "all you can eat" Pancake Night, and were great performing The Passion in church.

They also collected food, through the generous donations of our parishioners, to help fill the food pantry at Our Lady of Fatima for the winter.

April, May, and June

The youth collected items, through the generous donations of our parishioners, to make Care Packages to send overseas for our troops. They hosted a Pasta Night fundraiser to raise money for a wonderful organization that helps homeless veterans called "General Needs" and the Sunday School and youth planted a tree in the courtyard in honor of Earth Day and in remembrance of Christine Cutting.

November and December

The Sunday School and Youth did a great job reading for the All Saint's Parade in church

The youth collected, delivered and distributed, through the generous donations of our parishioners, Thanksgiving food items to the Our Lady of Fatima's Holiday Food Drive.

A few of the Sunday School kids got together and helped bake cookies for Carols and Cookies,.

The Christmas Pageant was beautifully performed by The Sunday School and Youth.

The Sunday school and Youth made the special ornaments that were on the "Christmas Giving Tree" for the family that St Stephens adopted for the holidays. Thanks for the generous donations from the St. Stephen's Family to make this Christmas a very special one for a less fortunate family right here in our community.

2016 was a FUN, busy, productive and meaningful year!!



Ushers Report

By Jim Massingill

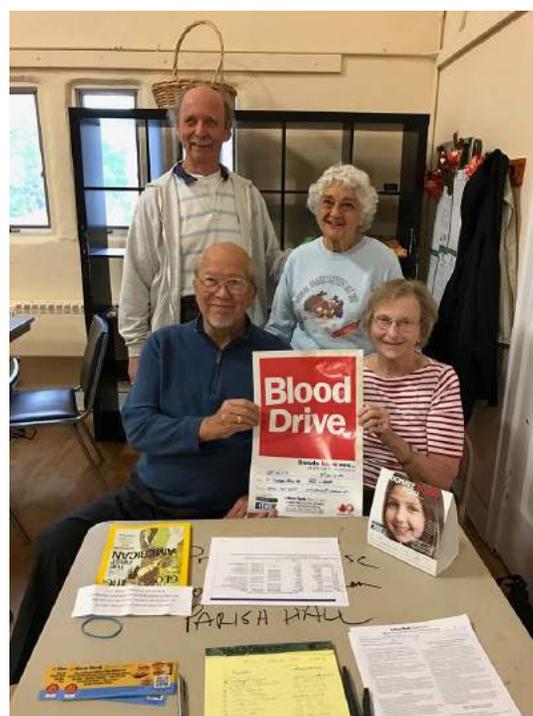
For most church events, the ushers are the first contact between St. Stephen's and its parishioners and visitors. Welcoming all who come to St. Stephen's helps bridge the connection into the community of our church. Ushers also help in the orderly flow of the service, closing and opening the communion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

Historically, ushers have been teamed for a specific Sunday, the 1st through the 4th 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 for nutrition, a donation was sent to INN (Interfaith Nutrition Network) and bought several gift cards for Stop and Shop and Dunkin' Donuts. We sent a monthly donation to Kekobola Tsepe, our boy adoptee, through World Vision to go towards his school needs. Baby Supply Exchange continues. Food gathering for the food pantry at Our Lady of Fatima, toy exchange at St. John's Episcopal Hospital, The Helen Keller Institute fundraiser, Toys for Tots, and Blood Drive is the bulk of our reach. Our pledge to the Diocese has given the Diocese opportunities for Long Island needs, as well as country and worldwide missions. It was been a good year with no expansion in our outreach. 2017 may change this.



Healing Ministry Report

By Bob and Dolores Kazanjian O'Brien

Spiritual Healing at St. Stephen's

We have offered hands-on spiritual healing at St. Stephen's for more than two years. Fr. Gary officiates at a Eucharistic healing service each Wednesday at noon. In addition, St. Stephen's offers hands-on healing prayer to those who wish to come forward at the conclusion of both the Wednesday service and the Sunday 10:00 Eucharist service. Assisting Fr. Gary in this are Bob and Dolores Kazanjian O'Brien, inducted members of the International Order of St. Luke the Physician (OSL). Parishioners have sought prayer for their own spiritual, physical, and/or emotional healing. In addition, we have also prayed with members for loved ones, for pets, for the church, and for the healing of the world. Bob and Dolores have visited and prayed with the homebound. We plan to continue this service during 2017.



Annual Convention Report

Einar Haukeland, Convention Delegate

Fr. Gary's thoughts on the 150th Convention of the Diocese of Long Island

As Einar Haukeland, Colin Schroeder and I traveled to Marriot Hotel, Melville, I pictured in my mind's eye clergy, parish and youth delegates from Brooklyn, Queens, Nassau and Suffolk gathering to worship in Spanish, Korean, Creole, Mandarin and English languages to fellowship and pass the mission plan (budget) for the ministry to 12 million Long Islanders. We renewed our baptismal promises:

Will you continue in the Apostles' teaching and fellowship, the breaking of the bread and in the prayers?

Will you proclaim by word and example the Good News of God in Christ?

Will you seek and serve Christ in all persons, loving our neighbor as yourself?

Will you strive for justice and peace among all people, and respect the dignity of every human being?

The last question above is the basis for the need for racial justice and reconciliation among us. The Bishop said to the convention:

"Moving from this convention, it is now our task to carry the "tool kit" home to our individual church settings and eventually to the neighborhoods we serve. Therefore, as the chief priest, pastor and teacher of this diocese, I am committing us to this work. I, therefore, charge each bishop, priest and deacon in this diocese to insure that this work commences in every congregation and institution of the diocese. This work will not be a "one off" event. We will not allow ourselves the luxury of "we tried this before in this diocese". We are the most diverse diocese in the country, and live in the midst of some of the most complicated racial, ethnic, linguistic and religious diversity anywhere. This must be our ministry and work for good. This work will be the measure of our faithfulness to the Gospel of Jesus Christ. If we can't do this, then we are merely playing at church, and not being the church...So let's roll up our sleeves, open our hearts and minds, take some more risks and be the church of Jesus Christ in the midst of God's people. The Catechism of the Book of Common Prayer reminds us that the Mission of the Church is this: "to reconcile all people to unity with God and each other in Christ. "I am excited and grateful that each of you will engage this ministry and that the Diocese of Long Island will serve all God's people in this way."

With the rest of the diocese, St. Stephen's Church will strive for justice and peace among all people, and respect the dignity of every human being. We are Christ's hands for this.

Father Gary+

Annual Convention Report

By Colin Schroeder, Convention Youth Delegate

Let Your Thoughts Be Heard

As a human population, we cannot deny that racism is still evident in the world today. Another thing we cannot deny is the fact that many people have ideas on how to undo injustice. However, many of those ideas are not outspoken.

On the Saturday of convention, I took a workshop with a freestyle poet, Poet Gold. She gave us different ways on how to write poetry, and had us just go and write down our dreams on an index card. Our first poems were just personal and about our goals, but further writing were poems about injustice and how we can fix it. After a lunch break, she demonstrated how to let your poem be heard. Her message was clear: be thorough, be loud, and talk slow to get your message to sit in the minds of others. If you have passion for your thoughts, words, and messages, then together if we all let our thoughts be heard, we can tear down the discrimination barrier piece by piece and silence racism.

Consignment Shop Report

By Caren Salkin and Melissa Murphy

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

The Shop finished 2016 at \$73K in sales, off slightly from \$76K in 2015. 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 hired new manager Caren Shore Salkin in May 2016, replacing Virginia Corrigan who resigned. A Port Washington resident, Caren comes to us with extensive retail experience. She has made a real difference in our merchandising and overall sales effectiveness.

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, Kerry Curran, Patricia Firmino, Laura Giordano, Einar Haukeland, Sandy Macchiarulo, Deborah Maloney, Sue Massingill, Jane Massingill, Susan Miller, Mary Pederson, Melanie Pupkin, Anne Read, Laura Richards, Ellen Shields, and advisers Donna Blankman, Abby Chromy and Melissa Murphy.

Some of our volunteers have had to cut back their volunteer commitments and we are in need of fresh recruits. If you can spare a few hours on Tuesday, Thursday or Saturday from 10 to 4 please email Caren at shop@ststephenspw.org.



Fall Fair Report

By Matt Bendix



Communications Report

By Melissa Murphy

The Communications Committee manages our Facebook presence, writes news stories for the Port News, places ads for church events, edits and emails the Banner, and under the leadership of Sona Hyde, updates our website. Jennifer Pines has been coordinating the press releases and pictures with the Port News. We received good coverage in the Port News for our Fall Fair. The Vestry had a discussion about the importance of communications in the age of digital media. We decided to send shorter weekly Banner updates which include upcoming events, and a preview of the Sunday scriptures and ministries. We will continue to send a longer monthly Banner. 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 the content. We created a blog for Father Gary on the website, and are posting his weekly sermons. We appreciate the contributions of the parish to the Facebook page and the Banner with stories and pictures.

Here's how you can help:

- Are you on our email list? Much of our communication is now digital, and we'd like to be able to include all parishioners.
- Like us on Facebook, comment and share our posts. (Our page likes have grown from 200 a year ago to over 270 currently.)
- Send your pictures of church events to office@ststephenspw.org and 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.

Welcoming Team Report

By Donna Blankman

One aspect of the Welcoming Committee has had a Sabbatical year due to my failure to proceed with scheduling of Greeters. Jim Massengill and his Ushers have taken up the slack and done a fine job of greeting and assisting guests in the Narthex.

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

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.

The Cloister entrance is perfect 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.

Another area in need of change is the Cloister floor. The raising of the floor will create a level path to the Narthex and to the coat closets. This will require extending the stairs in the Cloister (to the St. Cecilia Room and Columbarium) by about 3 steps and perhaps another landing.

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.

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. Many new visitors resort to asking the Senior Center or Consignment Shop for directions to the Office.

Finally, my personal pet peeve, 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.

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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Port Washington, New York 11050

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office@ststephenspw.org

www.ststephenspw.org

Sunday Services at 8am and 10am

Wednesday Healing Service at Noon

Office Hours: Monday — Thursday 10am to 1pm

