

2016-17 Annual Report

St. Brendan the Navigator Episcopal Church



July 30, 2017

**627 North Deer Isle Road
P.O. Box 305
Deer Isle, Maine 04627
207-348-6240
www.stbrendansme-org**

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**St. Brendan the Navigator Episcopal Church
Annual Meeting – July 30, 2017
Agenda**

11:15 – Call to Order and Opening Prayer

Parish discussion facilitated by Edward Dufresne focused on the following questions:

1. Where do you think we have been as a congregation?
2. Where do you think we are now?
3. What do you hope St. Brendan's would be like in one to three years?
4. What are some strengths as a congregation St. Brendan's could build on in the year ahead?
5. What important issues should we address in the coming year as part of a plan for parish renewal?

12:15 -- Approval of minutes of 2016 Annual Meeting

Report of Nominating Committee – election of vestry members and convention delegates

Treasurer's Report

Questions for Committee Chairs

Report of Junior Warden

Report of Senior Warden

Adjournment

MINUTES OF THE 2016 ANNUAL MEETING

The Annual Meeting of the congregation of St. Brendan the Navigator was held Sunday, July 31, 2016, in the parish hall following the Sunday Eucharist. The requisite quorum was present. Woodley Osborne, Senior Warden, presided.

1. After presentation and discussion the following amendments to the Bylaws were unanimously adopted:

1. To amend Article III, Section 1 to state as follows:

Section 1. There shall be a vestry elected by members of the parish consisting of a Senior Warden, Junior Warden, Clerk, Treasurer, and three (3) members at large. The officers of the parish and the members of the vestry shall be elected by the eligible voters of the parish from among their number.

This amendment is effective at the Annual Meeting held in 2017.

Until the Annual Meeting held in 2017 there shall be four members at large.

2. To delete the final sentence of Article III, Section 2 and replace it with the following Five members shall constitute a quorum at meetings of the vestry.

2. Upon receipt of the report of the Nominating Committee the following persons were elected unanimously:

A. Senior Warden: Woodley Osborne

B. Junior Warden: Skip Greenlaw

C. Clerk: Judy Miller

D. Treasurer: Pete Dane

E. Vestry to complete a term ending at the Annual Meeting 2018: Peter Tarlton

F. Vestry to serve three year terms: Richard Paget and Barbara Kourajian.

3. Reports of the Committees, the Wardens and the Treasurer were presented.

There being no further business the meeting adjourned.

Respectfully submitted

Nathan Dane III, Scribe

REPORT OF THE SENIOR WARDEN– JULY, 2017

One year ago, I concluded my annual report as follows:

[D]espite feeling it necessary to outline some of the serious difficulties that have characterized our recent past, I come away . . . feeling great optimism for the future of our community and gratitude for all the wonderful gifts and contributions we have received.

In some respects, this past year has been a period of marking time—necessary considering what we had gone through as a congregation. But just think about all the wonderful things that regularly occur among us, brought on by our fellow parishioners quietly doing all the many things it takes to make us who we are. Greening the church at Christmas; setting up the altar each week; making sure that there is bread and wine for the weekly Eucharist; maintaining attractive floral displays each Sunday morning; preparing and serving delicious food after each Sunday service and cleaning the kitchen afterwards; a still new and ever more ambitious choir; stirring music at the beginning and end of our services; an up to date website and an informative weekly electronic newsletter; maintaining the grounds; picking up trash on the road between the church and the causeway, to name just what comes immediately to mind.

Perhaps most notably, coordinated and I suspect stimulated by Ruth Robinson, two anonymous donors have paid off our mortgage of some \$90,000 freeing us from debt and eliminating mortgage payments approaching eight thousand dollars annually. A truly wonderful and remarkable example of generosity and commitment. Thank you Ruth!

At its retreat last September, the Vestry limned a “Short term Vision,” pursuant to which, most importantly, we would work toward the retention of a quarter to half time priest. By then, we had developed a great appreciation for our supply priests, and they for us. This in turn, I think, has heightened our collective determination, consistent with the Vestry’s vision of last September, to increase our priestly presence. In April, as a step in this direction the Vestry determined “to increase our use of each of our supply clergy in particular ways.” Since then Steve has been working with the outreach committee, Vesta is working with the worship committee, and Edward has been working with the Vestry. We are all benefitting from these interactions.

As reported in the last Navigator, at our upcoming annual meeting Edward will be leading us through a series of questions designed to form the basis for a series of “findings” and a “Parish Renewal Plan” to be discussed at a follow up meeting on August 13th. As Edward put it, if adopted, this Plan will then become our self-chosen “marching orders” for parish renewal in the upcoming year.

So, though I have characterized this past year as a period of marking time, it is also a time during which I think we have all absorbed the fact that St. Brendan’s is not going away and that we remain a valuable and vital church community. I hope we can all agree on that. For my part, I am confident that we can and will all continue to work together to sustain and grow our church community.

Thank you all for the opportunity to serve, and thanks especially to my fellow Vestry members: Peter Tarlton, Jo Jacob, Barbara Kourajian, Rich Paget, Pete Dane, and Skip Greenlaw.

Woody Osborne
Senior Warden

REPORT OF THE JUNIOR WARDEN

JULY 1, 2016 to JUNE 30, 2017

The report of the Junior Warden deals with the maintenance and up keep of the buildings and grounds. The members of the Building and Grounds Committee work with the Junior Warden collaboratively to provide guidance and assist in the projects.

As usual, we all want to express our profound appreciation to Connie Mayo for the great work she does all year long in keeping our church and parish hall sparkly clean. THANK YOU VERY MUCH, CONNIE.

During this period of time, the Building and Grounds Committee met three times – twice in July and once in August 2016. Our consulting architect, Bruce Stahnke, has advised us repeatedly that the balcony is not structurally safe for more than 10 people. After discussion and consultation with Bruce, the committee agreed to recommend to the vestry that we expend not more than \$3500 to have Bruce and a structural engineer draft plans for improvements to the balcony. The vestry approved this request, and the plans were developed. Bruce's estimate is that the work may cost between \$12,000. to \$15,000. Since we did not have the funds available to pay for this project, we decided not to request bids. The vestry has posted a notice on the door to the balcony indicating than no more than 10 people at one time will be on the balcony.

The committee also recommended to the vestry that we proceed with installing more acoustical tiles in the parish hall in an attempt to improve the acoustical quality of the room. The vestry approved this work, and it was completed early in 2017. Brian Burgess did the work, and the expenditure was \$4700. The feedback is that there is less echo, and people can hear more than they did before the installation, but there remains more work to be done to improve the acoustics.

Julie Wang recommended to the vestry that we engage Linda Campbell, a surveyor, to draw up a plot plan of the property so that we could use this information for constructing a better entrance to the parking lot and for future landscape projects. The vestry approved this request, and the work was completed this spring at a cost of \$1600.

We had two works days –one in October and one in May to get the church ready for the winter weather and then to open up the church and parish hall. Both work days were well attended- maybe 12 members each time completing the list of chores. Thank you to all who participated.

We bid out the propane account to three propane dealers in the area. Two submitted bids. The best bid came from Percy Brown & Son with a markup of 75 cents per gallon over cost. We awarded this contract for three years. The propane furnace was cleaned for the first time since it was installed in 2012.

Normal inspection of the fire suppression system for the stove, inspection of the fire extinguishers, and annual water testing took place during this period. We decided to discontinue the pest control service as a budget saving measure.

In the near term, we are going to order a humidifier for the basement to eliminate the dampness thanks to a suggestion from Carolyn Mor. We are also going to patch up some holes in the foundation so that uninvited guests do not have an opportunity to enter the building. We also hope to remove the two stone uprights at the entrance to the walkway (adjacent to Rt 15) to improve visibility for people exiting the driveway.

We do have a capital budget for long term capital improvements through 2018 with a very rough estimate of \$81,223. The most pressing projects include funding the improvements to the balcony, fixing the entrance to the parking lot, developing a plan to keep excessive rainfall out of the basement, replacing the rug in the church, upgrading the floor in the church, and painting the pews.

Report of the Junior Warden, cont.

I wish to thank Richard Paget, Julie and Stewart Pierson, Lynn Verhey Peter Tarleton, Julie Wang, Ann Tarleton and Connie Mayo who served on the Buildings and Grounds Committee this year.

I have had the privilege of serving members of the congregation as Junior Warden for three and one half years. It is my turn to rotate off the vestry. I do so with mixed feelings- that I will miss the work and challenge, but that it will give me some more time for Diane and myself. I am developing a Junior Warden's Log, which I will pass on to the next Junior Warden so that she/he has some idea about the nature of the job. Thank you for allowing me to serve you all on the vestry in this position.

Respectfully with peace and love,

Skip Greenlaw, Junior Warden

TREASURER'S REPORT

I. The Causes for Celebration

Two Thousand Sixteen was a year of rebuilding. Defections resulted in a steep drop in income. It was difficult to see how the budget could be balanced with two significant expenditures that could not be avoided. The first was the Diocesan assessment which is always based on revenue received two years previously. Thus the assessment constituted effectively over 30% of the budget (and will do so in 2017 as well). The second is the mortgage.

But thanks to the extreme generosity of anonymous folks assembled by Ruth Robinson, the mortgage was paid down 50% in 2016 and in full this year. That is a tremendous vote of confidence in our future. Thank you very much, you anonymous benefactors!!

As far as the Diocesan assessment is concerned, thanks to the Fair and generosity of members of the congregation in fact sufficient funds were received to pay that assessment in full at the end of 2016 and still leave us in the black. So by the end of 2016, the congregation not only survived financially but was able to pay all its bills.

This year the Vestry took a bold step and committed itself to increasing the priestly presence. While not the initial plan exactly the way it was achieved was by asking each of our primary supply priests to take on additional duties in Congregational development, Pastoral Care, Worship and Outreach. So we now have a model for now that, while not unique in the Diocese, is certainly unusual and possible only because we have such able and willing supply priests.

II. The Challenging Stuff

Looking ahead, the challenge, while not perhaps fundamentally economic, can be described in financial terms. Increasing time commitments from our supply priests costs money, and thus the Vestry committed the congregation to a deficit budget in 2017 that is nearly \$10,000.00 in the red PLUS, of course, another \$13,000.00 representing about half of the Diocesan assessment that is due from us but has not been budgeted to pay in this year. Even if we are not as fortunate by year end as we were last year and find ourselves unable to pay the Diocesan assessment in full, that debt ought to be manageable next year due to the fact there will be no mortgage payments to be made and the Diocesan assessment will reduce to a normal amount.

But, the real question going forward is our willingness and capacity to pay for the level of priestly presence we seek. Even the present arrangement, let alone one that might require a half time priest, is not sustainable with current revenue. So the next Vestry and the Congregation will have some hard choices to make.

Copies of the 2016 financial statement, along with the first half of the 2017 financial statement, will be made available at the Annual Meeting. .

Thanks are due to the patience and assistance of the members of the Finance Committee this year, Lis Ingoldsby, Stu Pierson and Dan Reardon, and the Audit Committee members, Luke Williams, Kathy Burton and Martha Dane. And a very special thanks from all of the above-named and me to Carolyn Mor for all her work doing the books throughout the year.

Pete Dane, Treasurer

REPORT OF THE NOMINATING COMMITTEE

Please Note: The Nominating Committee will have their report available for the Annual Meeting—if not before.

REPORT OF THE PASTORAL CARE COMMITTEE

July, 2017

Members: Anne Burton, Chair, Ann Otteson. Ruth Robinson, Miriam Antiche julie Peirson, Barbara Wright, Skip Greenlaw

During the time St. Brendan's has not had a resident priest, the Warden and Junior Warden have been responsible for the pastoral care duties of the church. People in need of care were referred to the Wardens who enlisted the help of parishioners as necessary.

In the fall of 2016, and at the request of the Vestry, Anne Burton was appointed as Chair of the Pastoral Care Committee.

The first duty was to recruit committee members and these are listed above. The first committee meeting was held on June 20, 2017. Prior to this, the committee had functioned in an ad hoc manner and at the request of the warden.

During the year:

- The committee acted as host for the funeral held at the church for the spouse of a former member
- Several prayer services were held at the church for parishioners as well as their family members, in time of need because of surgery or extended hospital care.
- Services were held at the Island Nursing Home under the leadership of Ann Ottesen
- Various committee members visited parishioners who were hospitalized or house-bound and provided meals and other services as needed and/or requested.

Respectfully submitted:

Anne L. Burton, Chair, Pastoral Care Committee
July 7, 2017

REPORT OF THE WORSHIP COMMITTEE

The Worship Committee, consisting more or less of Ann Ottesen, Miriam Antich, Mickey Jacoba, Barbara Kourajian, Connie Mayo, Ann Tarlton, Pete Dane, Lis Ingoldsby and Rich Paget, met several times during the year.

Besides taking care of the mundane, such as insuring scheduling and encouraging broad participation in the Sunday lay responsibilities (lector, greeter, prayer leader and refreshments, and, to a lesser degree, flowers and altar preparation), the Committee looked at the existing routines and began exploration of how to enhance the worship function.

To that end the Committee has reinstated in the Sunday Eucharist a monthly celebration of births, anniversaries and other significant life events. Still under discussion is the desire to re-institute the occasional healing service that used to be part of the Sunday Eucharist.

Another area of discussion, one that has yet to reach a consensus, is the role of lay leadership in worship services. To that end Stewart Pierson has agreed to conduct training for Worship Leaders in non Eucharistic settings. Exactly what these trained people might do in the future is very much part of the on-going discussion. A proposal from the Finance Committee to have lay led Morning Prayer in lieu of Eucharist one Sunday per month from September through May was rejected by the Vestry. Two years ago Pete Dane conducted services daily (except Maundy Thursday) from Monday through Saturday during Holy Week. This year Barbara Kourajian and Mickey Jacoba led a Good Friday service. While the rhetoric for “livening up” the service is always there, it is very uncertain what the Year Round Congregation will actually be willing to try beyond the existing regimen of Priest led Sunday Eucharists. The fact is that although we are small, we are a very diverse congregation when it comes to our expectations of what is go take place in a worship setting. On-going discussions with Vesta Kowalski will continue, and your opinions are welcome.

Meanwhile, Connie Mayo continues to stretch the envelope with her musical selections for the Sunday Service. Even those of us brought up in the Episcopal Church have learned there are a whole lot of interesting hymns in that 1982 Hymnal that we have never encountered. Our “Music ratio” in the Sunday service, without professional choir or soloists, is about as high as it gets in Western Christendom. Thank you, Connie!

REPORT OF THE OUTREACH TEAM
JULY 1, 2016 to JUNE 30, 2017

St. Brendan's budget allocated \$9000 for calendar year 2016 and \$3985 was added from proceeds of the church fair in August 2016. The Outreach Team allocated grants from July 1, 2016 to June 30, 2017 as follows:

September 2016-	Ali Alhi Hospitsl- Gaza	\$1000.00
September	Reimburse Miriam Antich for food expenditures	197.42
October	Windowdressers- inside storm windows	1930.17
October	Island Medical Center	500.00
October	Island Community Center	500.00
October	Island Nursing Home	500.00
October	Alfred's Christmas Fund	500.00
November	Brewer Save a Lot- Thanksgiving meals	150.00
November	Stonington Public Library	250.00
November	Chase Memorial Library (Deer Isle)	250.00
November	Island Heating Assistance	1000.00
December	Hannaford- Bucksport- Christmas meals	485.00
December	Families First Community Center	400.00
December	Maine Seacoast Mission	400.00
December	Cetana Educational- Mynamar	250.00
December	Islanders against Domestic Abuse	185.00
December	Memorial Ambulance (Deer Isle- Stonington)	<u>207.41</u>
TOTAL GRANTS	JULY 1, 2016 to DECEMBER 31, 2016	\$8705.00

St. Brendan's budget allocated \$7313 for calendar year 2017. We also received from a member a contribution of \$1000 which allowed us to award two scholarships.

March 2017	H.O.M.E.- shelter and employment in Orland	\$ 500.00
April	Emmaus House- shelter in Ellsworth	500.00
April	WHCA- nursery gym for "Parents Are Leaders"	100.00
May	College of the Atlantic- scholarship for GSA graduate	1000.00
May	Univ. of Maine- scholarship for DI Ston graduate	
June	Camp Kooky- scholarships for children for camp	<u>1000.00</u>
TOTAL GRANTS	JANUARY 1, 2107 to JUNE 30, 2017	\$ 3100.00

Report of the Outreach Team, cont.

Several members of the congregation prepared meals in September for our neighbors in Sedgwick and Blue Hill. Thank you to all who were involved.

The Outreach Team and members of the congregation provided incredible support in terms of feeding people who worked on the Windowdressers project in the parish hall in November as well as hundreds of hours contributed to assembling the “inside storm windows”. There were also many community members who worked countless hours on this project. The project was a huge success in that 307 windows were assembled and delivered. Plans are in the works for another “build” in September in the parish hall. Thank you to the many who were involved in this project.

The Outreach Team supported efforts by Community Compass, a group dedicated to impacting poverty on the island and peninsula, by contributing funds and delivering food to include turkeys/hams, potatoes, vegetables, rolls and butter, as well as dessert to people, who would not have had a Thanksgiving or Christmas meal, were it not for this effort. The smiles on people’s faces and gratitude expressed was beyond belief when food was delivered.

Early in 2017, we decided that we would make decisions about grants for the entire year so that we might spend time thinking about other outreach projects. A budget was developed and approved with some monies held in reserve for unseen needs which might develop during the year.

We decided that we would provide a \$1000 scholarship to a graduating senior of Deer Isle-Stonington High School. Mickey Jacoba drafted guidelines for the application. A very generous member contributed \$1000 provided that we offer a scholarship to a graduating senior of George Stevens Academy in Blue Hill. A scholarship committee of Mickey Jacoba, Jackie Wilson, and Ruth Robinson reviewed the applications. Their job was not particularly difficult as we only received two applications- one from graduates of each school. Jordyn Judkins of Deer Isle was the recipient from Deer Isle-Stonington HS. Jordyn plans to attend the University of Maine at Orono and major in Mechanical Engineering. Jordyn is the granddaughter of our own Marcia Scott. Liza Moore of Orland was the recipient from George Stevens Academy. Liza plans to attend the College of the Atlantic in Bar Harbor. We hope they will join us at coffee hour some Sunday so that we can meet them, congratulate them, and wish them well.

Finally, the vestry has engaged three of our wonderful supply priests to assist the congregation in various aspects of our ministry. The Rev. Stephen Hayward joined us in May to support our efforts in outreach and has already made a significant contribution to our mission. In fact, Steve has us working on a goal to focus on a specific mission for outreach- something which the entire congregation would approve. We would be pleased to have any input you wish to offer.

Our Outreach Team is a wonderful group of members of St. Brendan’s who work very well together. Thank you to Mickey Jacoba, Martha Dane, Jackie Wilson, Anne Williams, Richard Paget, Julie Pierson, Diane Greenlaw, and the Rev, Stephen Hayward for their dedicated and thoughtful work during the past year. We appreciate your continued support of the monies we are entrusted to expend on your behalf and look forward to expanding our outreach horizons as we all move forward. We would be pleased to have any member of the congregation join the Outreach Team.

Respectfully and with peace and love,

Skip Greenlaw, for the Outreach Team

STEWARDSHIP REPORT for 2017

St. Brendan's Stewardship Committee 2017 began work in September 2016, organizing a campaign to solicit support for the work of the parish in 2017. A letter was sent to all parish members asking for pledges of time, talent and money. We began the Stewardship Campaign with a Kick-Off Brunch after Church before mailing out the letters. This turned out to be very effective. Everyone who attended the brunch had made their pledge by the time of the In-Gathering in early November. Parishioners who were not heard from by the time of the ingathering, were contacted personally by a committee member to follow-up.

At the end of the stewardship campaign regular monetary pledges stood at \$82,850 with 43 pledges, 7 of whom were new pledging units. About half of these pledges represented an increase in the amount pledged over last year.

It is recommended that the Stewardship Campaign begin in August this year with the In-Gathering in late September so more members will be here during the campaign and able to participate in the campaign.

On behalf of the Stewardship Committee,
Miriam Antich

ALTAR GUILD

The Altar Guild is doing its best to be sure the table is set, with candles; and there is bread and wine for the feast. Anne Otteson, Barbara Kourajian, Ruth Robinson, and Jo Jacob share the tasks with the added help of Julie Pierson during the summer.

Elizabeth Compton has taken charge of scheduling flower arrangers for the Summer. Scheduling for the of the year is more informal with Ruth Robinson and Lis Ingoldsby leading the greening of the church at Christmas and the blooming of the garden at Easter.

MUSIC

Throughout the year, music was provided at all 10:00 am Sunday services. Connie Mayo continues to be the regular organist. Alan Flowers and Barbara Kourajian also played the organ for several services. St. Brendan's choir, in its second year, met weekly at 4pm on Wednesdays to rehearse. The trusty bunch, expanding in repertoire and confidence, sang together numerous times this year during Sunday services.

Special music was heard upon occasion during services. Bunny Reardon played Bach on the cello, the Dane family organized itself into a band and played selections for a Christmas service. Guest artists Esther Adams, soprano and Matthew Dane, viola joined with Connie to play a Brahms trio, also during the Christmas season.

The services at the Island Nursing Home led by St. Brendan's regularly include accompanied hymn singing as the main feature.

WEBSITE REPORT: stbrendans-me.org - July, 2017

Our new website has been up for a little over a year and during the first year online, we have had 1140 different visitors, 1635 visits to the site and 3612 pages have been visited. The home page is the most visited, but the Location/ Visitor page and the Navigator (past issues of newsletter) page are tied for second most popular. Several members made their pledges on the website last fall and it is also possible to sign up for the newsletter with an online form.

More visitors are coming directly to our website, rather than by a search engine. This is probably because most members have bookmarked some of the pages they visit frequently. We also get visits each week after the newsletter comes out as readers click on the links provided. A number of outdated websites for St. Brendan's have been eliminated and Google has finally updated our information.

One problem we continue to have is that members are not yet in the habit of providing updates when a meeting or event has been changed and so the calendar is not as up to date as it could be. Any change can be noted within a very short time of my receiving the information. This is an area we need to work on for this next year. I will be going in and adding some new pictures soon; please send me any pictures you might have with good resolution.

Miriam Antich

KITCHEN COMMITTEE REPORT

Your kitchen committee is working hard to reorganize the kitchen, following the departure of Dinner Is Served. We have cleaned out all of the cabinets, disposed of all the foodstuff that DIS had stored with us and rearranged some to work better for the Church use. One of these days, we will have labels for all doors and drawers!

Miriam Antich and Martha Dane did a yeoman's job polishing our cast iron stove burners, which had become quite rusted. We also plan to remove the large refrigerator that belongs to DIS and to reinstate our own refrigerator and our own freezer back to the kitchen.

Finally, Barbara Wright is working on replenishing our tablecloth supply, which seemed to dwindle for no apparent reason. Thus are the perils of renting our space. We are hoping the Vestry will allow a budget line for us in the 2018 budget so we can accomplish this, especially now that our building use rates are all updated, thanks to the work of the Building Use committee.

If anyone would like to serve on the Kitchen committee with us and join in the fun, feel free to contact any of those listed below. Thank you.

Miriam Antich
Martha Dane
Ruth Robinson
Barbara Wright

BUILDING USE COMMITTEE

Last Fall the Vestry appointed a Building Use Committee to undertake a short term assignment to thoroughly review building use and rental fees and present recommendations. The committee members visited several other rental hall venues, spoke with individuals managing these sites and researched fee structures and types of usage and management of each. The committee presented its findings to the Vestry in January along with recommendations for administration and oversight of the space, policies and fees as well as marketing both the kitchen and function areas. The Vestry approved and adopted all recommendations made by the Building Use Committee. A brochure for St. Brendan's Hall Rental was created and printed, posted on the web site, and ads were placed in the *Island Advantages* letting readers know the Hall is available for functions. In addition, there are ongoing efforts being made to have the kitchen certified as a commercial kitchen so that it can be made available for use by outside businesses and caterers.

Martha Dane
Ann Tarlton
Meg Graham
Lis Ingoldsby

ADULT EDUCATION

Several years ago Maurine Tobin forged a relationship with the Deer Isle Stonington High School Adult Ed department with the intent to provide tutoring for people who were studying to take the tests that would qualify them to apply for college or earn a high school equivalency diploma. The Adult Ed program has been evolving throughout a period of leadership changes. All the while Maurine, Carolyn Mor, and Miriam Antich have been meeting with a few faithful and motivated students. The new Adult Ed director, Lynne Witham, will, no doubt, be directing more students to the tutoring team and there will be a need for more tutors. So, sharpen your pencils!

A few times a year the St. Brendan's parish hall also becomes a testing site for high school students take SAT's and AT's. The quiet, sunlit room, with easy access to restrooms and snacks makes an ideal location for test taking.

NOTES