

Annual Parish Report 2020



Grace Episcopal Church
123 West Washington Street, Lexington, VA 24450



ANNUAL MEETING AGENDA

December 6, 2020

Call to Order	Fr. Tuck Bowerfind, Rector
Opening Prayer	Fr. Tuck
Establishment of Quorum	Lisa McGuire, Clerk
Approval of Virtual Meeting Format	Fr. Tuck
Approval of Minutes	Fr. Tuck
Welcome Guests	Fr. Tuck
John Garang Manyang, student and Gabriel Turich Dak, Hope House Coordinator	
Election of New Vestry Members	Fr. Tuck

Reports

- Invitation to John Garang Manyang, student and Gabriel Turich Dak, Hope House Coordinator to address the meeting.
- Rector – The Rev. Tucker Bowerfind
- Wardens – Gail Dickerson, Sr. Warden, Elizabeth Moss, Jr. Warden
- Organ Update – Bob Glidden
- Liturgical Architecture – Buster Lewis

Resolutions

- COC resolution to purchase *50 New National Baptist Hymnal 21st Century Edition Red*, plus shipping, \$715 delivered, from the Beloved Community Fund
- Commendation for James Keane

Questions/Concerns

Adjourn



Annual Meeting Minutes
February 9, 2020

Call to Order

Fr. Tuck Bowerfind, Rector

Opening Prayer

Fr. Tuck

Announcement of Quorum

Lisa McGuire, Clerk

It was established that 20% of the 284 communicants in good standing were in attendance at the Annual Meeting making it possible to conduct business.

Election Results

Lisa McGuire

On November 17, 2019 in accordance with Diocesan Canon 11, Vestry elections were held. The newly elected Class of 2020 are: David Connolly, Diana Kenney, William McCorkle, and John Milford. At the January 27, 2020 Vestry Meeting, the Vestry unanimously elected Gail Dickerson as Sr. Warden and Liz Moss as Jr. Warden, Buster Lewis as Treasurer and Lisa McGuire as Clerk.

Rector's Report

Fr. Tuck

Topics discussed:

- Thank you to Fr. James Hubbard and Bishop Mark Bourlakas for their work with the leadership and congregation during the interim. Thank you to the Call Committee, the Vestry and Wardens, the Transition Committee, Staff, Committee Chairs, Trustees, Delegates and Congregation for all their hard work and faith during the transition.
- Change can be upsetting, but is there a need for increased transparency? Elections can be held during Annual Meeting face to face. Discussion on pledges, what is the fear of sharing pledge information? What is our relationship with the church and pledging?
- Are we a safe and supportive Church? Would LGBTQ+ individuals feel safe at our Church?
- Berry gift – how do we use the money to do the *future* work that God has called us to do?
- Over the next year the goal is to work on increased trust.

Warden's Reports

Gail Dickerson, Liz Moss

Gail Dickerson:

In the Chinese Calendar, 2019 is known as the Year of the Earth Pig, also known as the aardvark. Perhaps in Grace's calendar, 2019 can be called the Year of Celebrations.

January saw us gathering together for a Call Committee Forum to begin the work of developing our Parish Profile and Ministry Portfolio.

In **February** we celebrated the completion of the undercroft renovations and dedicated the Brooke Family Room, the Jonathan Daniels Room, and the Sacristy.

A **Faith Build** and the work of Greg Jarrell as part of our Lenten Study and worship were celebrated in **March**.

The solemnity of Lent was broken in **April** and our voices were raised to the rafters in celebration of our risen Lord on **Easter Sunday**.

The long talked about replacement of our failing organ received revitalization with a presentation by the reconstituted Organ Committee on the first Sunday in **May**.

Late August/early September provided a unique opportunity for celebration as Grace hosted the **South Sudanese Diaspora Network for Reconciliation and Peace Conference**.

Throughout this time period, the work of the Call Committee continued and in **mid-September** the Call Committee presented its unanimous recommendation to Vestry that the Rev. Tuck Bowerfind be called as Grace's next rector. **AND** Tuck accepted. **Thanks be to God!!!** Our celebrations continued in **late November/early December** as we honored and celebrated Fr. James's ministry among us for two years; and as we welcomed Tuck, Delea, and Nellie.

Interspersed among these celebrations were the mourning and celebrations of the lives of beloved parishioners; hymn sings; Taizé and Evensong services; and the carrying on of the day to day ministries of Grace parishioners. The Bridge area, some classrooms, and the 2nd floor hallway areas of the Parish House were decluttered and painted.

Grace's 2019 Year of Celebrations could not have been possible nor successful without the dedication of our staff and parishioners and the leadership of our 2019 wardens Lynn Dent and Steve Shultis. As Lynn continues to recover from surgery and Steve continues on Vestry, please take the time to drop them a note or email of thanks for all of their dedicated, hard work during 2019.

Liz Moss:

Retreat, Organ, Chancel, Parish House

This past Friday and Saturday the Vestry and Staff met at the Belfry for their annual retreat. As usual, it was a productive time together that was also fun and provided time for bonding and fellowship.

Following group prayer, our discussions focused on past, present and future plans for our church. Several items from the past mutual ministry review and the Discovery and Discernment process that had not been implemented were identified and plans were made to address these items.

Additional discussion during the retreat centered on a proposal to purchase a new organ. We have been aware that our organ has been failing for over 7 years and it is now becoming more critical. A committee of dedicated parishioners has been researching and consulting with organ companies and church music professionals to find an appropriate instrument that will meet our needs and enhance the music ministry in our parish and the wider community. The committee is recommending an organ made by Casavant Organ Company in Quebec. Some of you may remember hearing a presentation by Simone Couture, Casavant's representative several years ago. The vestry will be considering and acting on this recommendation of the committee to purchase this organ over the next several weeks.

Early on in the discussion of replacing the organ, it was apparent that some changes in the Chancel would be necessary to accommodate a new organ and pipes. The vestry approved the formation of the Liturgical Architecture Committee and the hiring of a consultant specializing in Liturgical Design. This committee has been working with Terry Byrd Eason Design, in visioning how changes to the Chancel and Nave would enhance our worship experience, maintain and restore the historical features of our church, create a dumb waiter, and importantly, expand our mission opportunities in the wider community. We have much to consider and decide as we review the consultant's recommendations.

Next Sunday, February 16, there will be two opportunities for you to hear presentations of the Organ committee and the Liturgical Architecture Committee's work and visioning for the Chancel and Nave – The first presentation will be between services and the presentation will be repeated following the 10:30 service.

Not to be forgotten is the Parish House. As we all are aware, the Parish House is in need of major repair and upgrades. Plans are in the works for a professional detailed assessment of the building so that priorities can be established. The property committee is working hard to address the maintenance, repair and upkeep needs of the buildings and grounds. They would appreciate your help in reporting to the office any maintenance issues of which you become aware. Just like at the airport—it you see something, say something. The recent Berry Gift, received this year, is designated for Maintenance and Improvement and will be considered as we plan Parish House Renovation.

Invite Welcome Connect

Judy Schram

The Invite Welcome Connect ministry was introduced to the meeting attendees. More information on the ministry will be sent out during the next few months.

Treasurer's Report

Margaret Haberman

- FC oversees faithful stewardship of the church's financial resources. FC recommends actions; Vestry approves; Rector and staff implement.

- Finished 2019 with a deficit (net loss) of almost \$39,000. This sounds bad, but remember that the 2019 budget was passed projecting a deficit of \$52,000. The Vestry was comfortable passing a deficit budget for 2019 because 2018 finished with a gain of about \$68,000. If we look at the two-year period 2018 and 2019, the church had a gain of about \$29,000. Good!
- A formal audit was performed of the church's 2017 financial records; this was not required by the Diocese for 2018 records. Instead, the CPA firm performed a list of Agreed Upon Procedures. The CPA firm looked at certain numbers and said they looked fine.
- In 2019, the church's largest endowment was split into three parts, to ensure that donors' intent is being followed. The church now has an **un**restricted Lee endowment, originating in a bequest from Custis Lee. A bequest from Mary Lee makes up the restricted Lee endowment. Mary Lee specified that her bequest be used solely for "the preservation of the edifice," i.e., maintenance of the church. The third and smallest part of the Endowment originally came from Lucy Buford and is to be used for maintenance of either the church or Parish Hall. The church changed its name a few years ago, but these two Lee Endowments will keep their names in perpetuity, because they were established by children of General Robert E. Lee in honor of their father.
- An amazing event of 2019 for the church was a bequest from Thomas N. Berry of \$1,135 million to the church, restricted to be used to maintain real estate owned by the church. A new committee was formed, the Strategic Financial Planning Committee, to consider the use of this gift and its implications for the future. This Committee is working on a ten-year plan for the gift, the church's restricted and unrestricted endowments and funds, and necessary maintenance of both the church and the Parish House. If you are thinking "oh boy, now we can buy an organ!" think again. The Berry gift can only be used for maintenance [and improvements]. But it does allow us to consider using other unrestricted endowments of the church towards the purchase of an organ.
- 2020 is going to be an exciting year financially for the church—Finances + exciting may seem like an oxymoron, but...we received \$500,000 in pledges! The 2020 budget has a deficit of about \$15,000, but we tithed 10% of the pledges to Outreach: \$50,000. We hope to end 2020 with revenues equaling expenses, and the knowledge that we helped our community in a big way.

Delegates to Convention & Convocation Report Melissa Cox, Doug Cumming, Pat McGuire

Melissa Cox

- Relationships made at convention are fulfilling. A former Rat/Cadet from VMI who attended Grace Church many years ago is now a delegate to convention and serves on the vestry at his church. College ministry has an impact on members of the parish and the students who participate.

Doug Cumming

- Inspired by Bishop Mark and Bishop Nick Baines' presentations. The theme was listening, evangelizing, and mission. It was dialogue not preaching – pay attention to how you listen to others.

Pat McGuire

- Workshops held during convention. Attended Beloved Community workshop. Sharron and Martin Jeffrey. Assume pure motive, ask for clarification, pray for understanding, forgive/ask for forgiveness, seek reconciliation.

Questions/Business

Motion for a resolution:

Resolved that Grace Church on the event of our Annual Meeting on February 9, 2020 sends our love, thanks, best wishes and prayers to former rectors and interims.

Motion was seconded with amendments: to add their spouses and surviving spouses, and including clergy Tom O'Dell, Tom Crittenden and Kathy Gray.

Resolution with amendments passed

Adjournment

ORDAINED AND LAY MINISTRY STAFF DURING 2020

Bishop of the Diocese of Southwestern Virginia

The Rt. Rev. Mark Bourlakas

Rector

The Rev. Tucker Bowerfind

Staff

Financial Secretary: Angie Fafatas (January-June),
Wendy Bearden (June-December)

Higher Education Ministries: James Keane

Minister of Music: Martha Burford

Parish Administrator: Lisa McGuire

Program Director: Sharon Massie

Sexton: Connie Bryant

Members of the Vestry, 2020

Treasurer: Buster Lewis

Clerk of the Vestry: Lisa McGuire

Term Ends 2020

Gail M. Dickerson (Sr. Warden)

Donald J. Ellis

Thomas A. Gosse

Steve Shultis

Term Ends 2021

Laura L. Dod

Elizabeth J. Moss (Jr. Warden)

Judy Griffin Schram

Cecile West-Settle

Term Ends 2022

David L. Connolly

Diana M. Kenney

William McCorkle

John M. Milford

Rector's Report

At the beginning of this year we were all excited with plans for a new organ and chancel. There was a lot of work ahead of us to finance these efforts and complete them. And indeed, there has been much accomplished through our committees, especially finance, property, safety, worship, and liturgical architecture for the new organ and chancel.

While all of that necessary work has continued, we have also risen to meet the completely unforeseen challenge of a global pandemic with extraordinary creativity, energy, and success.

The Good News is how we have responded to this challenge by doubling down on the bedrock priorities of health and real presence established by God when he came to visit us in Jesus, our physician and companion.

I am especially grateful for the guidance of our own public health physician, Anne Hansen, and for the staff of Grace for everything they have done to ensure the safety and continuity of the ministry and resources entrusted to us by God. And also, to our Vestry, with special thanks to Gail Dickerson.

While some beloved programs and activities had to be suspended such as Music Jam, acolyting, coffee hour, and Rotary, overall we have expanded programs and building use for critical needs such as AA, the YMCA school program, college ministry, and worship. Choir suspended in-person performance during worship, but Martha Burford found creative ways to direct and produce many wonderful recorded and live streamed musical performances. Some education and fellowship programs were suspended, but Sharon Massie provided critical technical support for live streaming and conferencing and developed new programming for fellowship, pastoral care, and education. Lisa McGuire continued to provide outstanding administration, coordinating all our efforts with her irrepressible joy. Wendy Bearden successfully took over bookkeeper duties from Angie Fafatas. And Connie Bryant kept office, worship, meeting spaces and grounds clean, orderly, and ready for use.

Early on in the pandemic the Vestry and Staff began asking how we might use this pandemic as an opportunity to discern God's call afresh and experiment with new ways of serving? We experimented with new forms of communication and ministry to maintain and, if possible, increase our ability to be present to and with each other. James Keane and Sharon Massie quickly organized the Front Porch ministry and expanded home communion. We experimented with neighborhood Zoom meetings. We plunged into live streaming worship and virtual conferencing.

Vestry, Staff, and Outreach leaders reached out intentionally to a wide range of community leaders, often using pre-existing connections with United Way, the Community Foundation, Washington and Lee, VMI, Ministerial, and Interfaith groups while also initiating new connections, especially with Black leaders in the community. The Vestry followed David Gates lead in supporting two ground breaking efforts to develop ministry to returning citizens. Both COC and Vestry reached out to Black leaders and prioritized racial equity in decisions about giving and community work. The Vestry gave \$25,000 from the RE Lee Endowment to support the Walker Entrepreneurship Program and committed itself to give more over the next two years for racial equity initiatives in Lexington and Rockbridge County. Vestry, Outreach, and other parish leaders made a six-month commitment to Sacred Ground.

As you read the various sections of this Annual Report, I hope they reveal for you the power of the great and very personal companionship God seeks with us and desires for us.

There is nothing more radical or transformative in life than a personal relationship. When God wanted to intervene in the world in the most powerful and transformative way, God entered the world as a person, Jesus, and began to engage humanity one person at a time. And for me, above all, 2020 has confirmed this over and over.

I am so grateful for the friendship I experience here day in and day out through daily Morning Prayer, regular weekly meetings for prayer, study, planning, and worship, and monthly meetings with local colleagues, committee members, and Vestry.

As we look forward and strategize ways to know Christ and to make him known and to build up his body, and grow ourselves into Him, let's build the practice and the power of relational culture. Let's make time and effort to pay attention to our colleagues and neighbors, including members of our households, and develop our skills and practices for understanding and connecting with love.

And let's hold fast to the good we have learned and discovered through these difficult months, doing what we can to keep others safe and healthy while striving in creative ways to minister the real presence of our savior, physician, and friend.

FACILITIES USE (these groups have met virtually part of the year)

Our mission is to build the fellowship of Christ's Church by caring for one another in community. Throughout the year we welcome a variety of outside groups to utilize Grace Church's Parish House, the Brooke Family Center, and Jonathan Daniels Room.

Boy Scouts of America - Grace Church and the Stonewall Jackson Area Council Boy Scouts of America Troop 92, Troop 29, Pack 29 and Crew 29 in 2020 signed their 32nd year charter agreement. The purpose of the Boy Scouts of America (BSA) program is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values and principles taught in the South Oath and Scout Law. The Boy Scouts meet in the Parish Hall weekly on Tuesday nights.

Sunrise Rotary Club - The Lexington Sunrise Rotary Club is proud to follow the motto *Service Above Self*. Its members participate in a variety of service projects throughout the year and its Club Foundation supports local and global charitable initiatives. The Sunrise Rotary Club meets Thursday Mornings in the Parish Hall.

Men's Prayer Breakfast – Men from our parish and our local community meet for a meal, fellowship, and discussion of the current day's meditation from Oswald Chambers' My Utmost for His Highest. This gathering is open to all men in our community. The Men's Prayer Group meets every Tuesday morning at 7 a.m. in the Parish Hall.

Rockbridge Youth Chorale - The Rockbridge Youth Chorale offers children and teens from the local area opportunities to explore the art of choral singing. The goal of directors Lacey Lynch and Lori Parker is to provide a quality choral experience for youth of all ages. Choristers have a fun opportunity to learn ensemble singing. The group performs twice per season, typically in December with their holiday offering, and again in the spring. Rockbridge Youth Chorale rehearses in the Brooke Family Center and Canterbury Room on Tuesday evenings.

First Sunday Lunch –is held on the first Sunday of the month after the 10:30 service in the Parish Hall. Everyone is welcome. Free-will offering gratefully accepted.

Alcoholics Anonymous is a fellowship of men and women who share their experience, strength, and hope with each other that they may address their common problem and help others to recover from alcoholism. AA is not allied with any sect, denomination, political party, organization, or institution; does not wish to engage in any controversy; neither endorses nor opposes any cause. Its primary purpose is carrying its message of recovery and helping alcoholics achieve sobriety. AA meets in the conference room on the 3rd floor of the Parish House: Monday: 7:30 a.m.; Tuesday: 7:00 p.m.; Wednesday: 12:00 p.m.; Friday: 8:00 p.m.; Saturday: 10:00 a.m.

Al-Anon is a mutual support program for people whose lives have been affected by someone else's drinking. By sharing common experiences and applying the Al-

Anon principles, families and friends of alcoholics can bring positive changes to their individual situations, whether or not the alcoholic admits the existence of a drinking problem or seeks help. Al-Anon meets in the conference room on the 3rd floor of the Parish House on Saturdays at 11:15 a.m.

NA is a nonprofit fellowship or society of men and women for whom drugs have become a major problem. They are recovering addicts who meet regularly to help each other stay clean. This is a program of complete abstinence from all drugs. There is only one requirement for membership: the desire to stop using. They suggest that one keeps an open mind and gives oneself a break. The program is a set of simple principles written so simply that one can follow daily. NA meets in the conference room on the 3rd floor of the Parish House on Saturdays at 7:00 p.m.

Wednesday Morning Music Jam – Local musicians meet in the Brooke Family Center for coffee, fellowship, and music on Wednesdays from 8 a.m. to 10 a.m.

YMCA Enrichment Learning Program – 20 Students and 2 Instructors have utilized the Parish Hall since September 2020 to do their on-line learning during the pandemic. The group is in the Parish Hall from 7am to 5pm, Monday through Friday.

Other groups that have used our facilities in 2020:

Girl Scouts of Virginia Skyline Council, ARC of Rockbridge, Sudan Mission Group Yard Sale, Fellowship of Christian Athletes, Reformed University Fellowship.

REPORTS ABOUT MINISTRIES DURING 2020

Senior Warden

It has been an honor and privilege to work with Tuck and Liz Moss, Junior Warden, on behalf of the parish. The year began in normal fashion with Vestry organizational work in January, and revisiting resolutions that had not yet been completed. Among these was the approval of a glass case for the Morrison Book of Common Prayer and accompanying service bulletin which were used for the Consecration of Grace Memorial Church. The display case is mounted on the Bridge adjacent to the entrance to the Narthex.

The Vestry retreat was held at the Bellfry in February. Vestry members utilized Mutual Ministry Review and Discovery and Discernment documents to assess and evaluate what our ministries are doing, how well we are carrying out those ministries, and what we need to do to improve.

An early initiative for 2020 was the creation of a Security Committee with Liz Moss as the driving force. An Emergency Procedures Plan (EPP) was approved

and will be reviewed yearly. With the purchase of a new organ and chancel renovations, a decision was made to improve Grace's fire detection capability. Donnie McBrayer provided expertise and suggestions. Phase 1 is operational in the Parish House (121 W. Washington Street), and work in the Church (123 W. Washington Street) is being coordinated with the chancel work. Based on research by Bill Kozak, Security Committee member, a camera security system was approved in November.

Grace's contract with Casavant Freres of Quebec for our new organ was signed in late February. The work of the Liturgical Architect Committee has been on-going with Grigg Mullen's appointment as Clerk of the Works; continuing consultation with Terry Byrd Eason for design services; development of Grace's Request for Proposal with accompanying timeline; and, in November, selection of Kjellstrom + Lee as Construction Manager at Risk. Proceeds from the sale of 4 Grey Dove Road which was finalized in early November will go toward the remaining payments on the organ.

Just as we signed our contract with Casavant Freres and made our first organ payment, the Covid-19 pandemic hit. Staff quickly shifted to on-line streaming of worship services necessitating the purchase of video equipment. Sharon Massie, Program Director, has continued to consult with the Diocese over these many months to improve our virtual platform.

More significant than the previous items are the myriad ways in which we as individuals and as a collective body have grown in our faith and ministries during this challenging year. Early in 2020 a Local Reflection Group comprised of parishioners Steve Shultis, Convener; Lu Dooley; Jeanne Eichelberger; Anne Hansen; Uncas McThenia; community member Preston Evans; and Diocesan representative Cary Harveycutter walked and conversed with Martha Burford, Minister of Music, as she continued her discernment of ordination to the Diaconate. In addition, throughout the year Martha engaged with technology in the preparation of music and videos to enrich our worship and celebrate special feast days including St. Cecilia's Day (patron saint of singers, organ builders, musicians, and poets) on November 22.

Vestry has also engaged in discernment of how well Grace is carrying out existing ministries and lifting up new initiatives in Walking the Way of Love and Building Beloved Community. In the spring, the Christian Outreach Committee promoted two new outreach efforts: pairing parishioner volunteers with boys from Sam's Cottage at Boys' Home and S.T.E.P.S., a prison ministry initiative to reintegrate recently paroled individuals back into the community. Over the summer, Vestry members read and discussed in depth Dwight Zscheile's *People of the Way* as

groundwork for imagining effective ways to further cultivate Christian community. In response to our Black Lives Matter sign, discussions were held by Vestry and forums were offered to parishioners and community members for individuals to share their reactions, thoughts, and suggestions as we ascertain next steps in dismantling racism. Sharon facilitated a summer preview of *Sacred Ground*, and the full 10-part series began on September 23 with 50 enrollees. A parish couple made a \$20,000 gift toward racial equity efforts; \$10,000 of the gift went to the Walker Entrepreneurship Program to support development of minority owned businesses in our local area. In October, Vestry pledged \$25,000 from the unrestricted Lee Endowment to the Walker Entrepreneurship Program.

One of the questions that Tuck is asking of the Vestry is to “vision” how we may better utilize space in the Parish House. We don’t have firm answers. However, in August the YMCA director approached Grace about allowing the Y to use some of our space as one of the YMCA’s Enrichment Learning Program sites. This was approved and a mad dash was on to have an asbestos evaluation done (a state requirement for the Y) and new fire exit signs installed in the Parish Hall to meet safety requirements from the Fire Marshall. Sexton Connie Bryant lent a willing hand in getting the space ready and providing for students’ daily needs. Grace has been blessed to have as many as 20 cheerful, young voices lighting up our space since September 8. As the Rockbridge County school program continues to fluctuate between virtual and in-person learning, we have once again seen our 20 children back on site since November 30.

Vestry member David Connolly initiated “searching for saints” within the parish and wider Rockbridge community. There are the Saints who have gone before us whom we remembered on All Saints Sunday, and those currently among us: Tuck for shepherding his new flock; the Y children who planted daffodils along the driveway; our incomparable Parish Administrator Lisa McGuire; members of the community who have reached out to one another to enter into dialogue to address racial inequities; the sponsors of the Kendal Bus Fund who transferred some funds to the Lanford Mission Emergency Fund to assist with the LMEF’s response to increased requests; the support group members who are preparing for a returning citizen; the 18 parishioners who assisted with November’s Parish Clean-up Day; each of you who lives out your Baptismal covenant by seeking and serving Christ in all persons and loving your neighbor as yourself.

Gail Dickerson, Sr. Warden

Program Director

The ministries I oversee include: Christian Education for Children, Youth and Adults; communications, our parish website; and the facilitation of parish-wide programs and events. I also assist with Pastoral Care.

The COVID 19 pandemic has drastically changed the way we ‘do’ ministry and it has been a learning curve. Many of our offerings, including our worship service have gone online. We are using the Facebook and Zoom platforms to broadcast these services and classes. We appreciate your patience as we continue to upgrade our equipment to deliver the best worship experience for you.

Christian Education

January through mid-March of 2020 was mostly a normal schedule with Sunday morning Christian Education for all ages and Children Chapel, EfM, Our *Becoming Beloved Community* Lenten meal and program and Godly Play. Marjorie Connolly taught Godly Play for a few sessions in the spring.

We were fortunate to have Sharron and Martin Jefferies come and speak with us before the lockdown began. Sharron and Martin are co-founders of LifeBridges. LifeBridges works to dismantle racism and strive for reconciliation in Christ's name. They have participated in *Becoming Beloved Community* initiatives for three years that began with the development of a Lenten series program for Christ Church in Roanoke.

In-person activities ceased in mid-March with most of our regular offerings going online on the Zoom or Facebook platforms.

We were able to present a reading of the Passion by recording it on Zoom for our recorded Palm Sunday service.

We hosted an online Vacation Bible School for 4 days in late June/early July. As in the past we partnered with Lexington Presbyterian, Good Shepherd Lutheran, Manly Memorial Baptist, and Trinity United Methodist using Illustrated Ministry's *Compassion Camp*. We met at 9 am for our opening with music, story and prayers. The children could log back in to see our daily posting of Yoga, Create and Play, a Daily Examen and Sending Prayers. WDBJ's Bruce Young joined us for our last opening session on Thursday and we got a nice segment during the evening news. (<https://www.wdbj7.com/2020/07/17/churches-organize-compassion-camp-online/>)

Christian Education programs have continued online this fall. On Sunday mornings adults have enjoyed sessions on the stained-glass windows and brass in the nave, narrated by Marlys Craun and the History of Labyrinth narrated by Joanne Robblee. Recordings of these sessions are on our website and our YouTube page.

Youth have enjoyed an online formation class titled “Learning about the Love of God” with Megan Hess and Sharon. Family Morning Prayer has been offered along with a 3rd Sunday Family Eucharist. Also continuing is EfM with mentors Don Ellis and James Keane, Godly Play, and the Thursday Kendal Bible Study with Fr. Tuck.

Sacred Ground, a film based study of race and faith 10 week study started at Grace in late September with 50 students meeting online. Leading the 3 groups are Tuck Bowerfind, Anne Grizzle, Anna Crockett, David Cox, Patrick Rhamey, Cecile West-Settle and Laurent Boetsch.

Graham Hess, Emma Brooke, Ginny Price, Elaine Price, Tim Price, Mary Price, Holly Pickett, Sharon Massie and Jim White boarded an Amtrak Train in Charlottesville on January 31 for an overnight pilgrimage to Nightwatch at St. John’s the Divine in New York City. Nightwatch is a Friday evening and overnight spiritual retreat for middle and high school age students. We slept in sleeping bags (and a cushy mat) on the floor in their undercroft with 2 other church groups. We explored the gothic cathedral with a scavenger hunt and participated in several liturgical services and activities while we were there. The Nightwatch program has been going on for many years. Merce Brooke participated in the program as a youth. The next morning, we did a little sightseeing and boarded the train back to Virginia.

Children and youth participated in a socially distanced pumpkin carving afternoon in October. There will be a surprise from St. Nicholas on the porches of the children and youth in the afternoon of December 6.

I am organizing a Zoom Nativity pageant that will be recorded and available for viewing Christmas Eve.

When the pandemic is over and we get back to regular in-person worship, we hope to resume our usual activities, including having acolytes serving at the altar again.

For my continuing education I was able to attend the *Rooted in Jesus* conference in Atlanta in late January.

Parish-wide Activities and Events

Many Parish wide activities and events in 2020 had to be cancelled. The Men’s Tuesday Prayer Breakfast continues to meet by Zoom. A new Wine and Whine Zoom gab session has been started on the 2nd Tuesday of the month.

Parish Website and Emails

Our parish website is located at www.graceepiscopalexington.org . On it you will find our service schedule, Parish News, the parish calendar, photos, links to our

Facebook page and YouTube channel, Frequently Asked Questions, etc. The website is updated several times weekly.

The parish is notified by mail and email of parish news, announcements, concerns and special events as needed. A new weekly Parish News format is in use and includes important information about what's going on at church. Take a few minutes to look these emails over. If you are not receiving emails from us and would like to, please contact Sharon Massie, sharo@graceepiscopalexington.org

Our Parish is also active on Facebook. Check out our pages Grace Episcopal Church and Music at Grace Episcopal Church.

Pastoral Care

Pastoral care was provided by the Rector, our Lay Eucharist Visitors, the Prayer Chain, and our Grace ACTS (Actively Caring Through Sharing) teams in 2020. Since the beginning of the pandemic the church has divided our parish into different groups and used a home-based Front Porch pastoral care model with check-ins with parishioners by telephone and personal delivery of communion wafers. If you want to receive communion on your front porch, please contact James Keane jrklexva@msn.com or the parish office.

ACTS is led by Gail Dick and Sharon Massie. After consulting with Fr. Tuck, Gail and Sharon meet weekly to discuss the pastoral care needs of the church. Gail Dickerson, Melissa Cox, Lynn Dent, James Keane, and Judy Hotchkiss headed up the teams in 2020. Each team is on call for one week at a time. The teams call, visit, send a card, or sometimes provide a meal or ride to a parishioner or friend of the parish who is homebound or in need because of a health concern or life event. The teams responded to more than 600 requests in 2020. These teams are not intended to take the place of clergy but to supplement and enrich our caring for each other. Birthday cards are sent to parishioners by the Rector.

Sharon Massie, Program Director

Minister of Music

Three hymns come to mind as I reflect on the year. "The Church's One Foundation is Jesus Christ, her Lord"; "The Church of Christ in every age, beset by change but Spirit led, must claim and test its heritage, and keep on rising from the dead"; and "When in Our Music God is Glorified"...especially verse 3: So has the Church in liturgy and song, in faith and love, through centuries of wrong, borne witness to the truth in every tongue, Alleluia!"

We have kept our eye on Jesus as our foundation; we have had some toil and tribulation; we are keeping our eye on the vision glorious of the great Church victorious, and we continue to pray and sing for grace that we will dwell with God.

The choir and so many members embody the flow of music as we have walked and sung and played together. With music scholars: Demmanuel, Grace, Jonathan, Levi, Michael, and Rob—we have learned and grown. The choir has remained energized—attending Thursday night zoom rehearsals full of learning and new experiences. People have sung on zoom. Choir members have recorded and videoed and learned myriads of new apps. Their dedication to lifting our hearts in song has been full of grace and no small amount of sweat, tears, and yes, laughter!

And, as we move forward to whatever new gatherings will look and sound like, we have a growing effervescent anticipation of singing to the glory of God with a new organ. Seating for the choir that actually invites them to enjoy the sitting! A new convertibility of space that will allow for architectural and liturgical “poetry” and flow that will emerge.

In the short time, we will continue with innovations. As the St. Cecilia Day Celebration became a virtual presentation, so will the 3rd Annual Community Choral Singalong and other ventures during Lent and moving to Easter. All the while, with growing clarity about the importance of coming together, however that may be, to worship the God who loves us more than we can imagine and to sing God’s praise.

Martha Burford, Minister of Music

Administrative & Personnel Committee

Committee Members: Lynn Dent, Chair; Lu Dooley; Anne Hershbell; Mo Littlefield; Buster Lewis; Gail Dickerson; Liz Moss

The Committee met monthly on the first Monday of the month. Several tasks were accomplished this year:

Letters of Employment were established for each lay employee. The letters were drafted and signed by the Rector and each respective employee.

The Employee Handbook was updated, with the most significant update reflecting our Church policy of parity in health insurance coverage for all employees.

A proposed records management policy was adopted by the Vestry. This policy will bring our records management and retention policy in line with existing national Church, national, and state record management and retention policies.

An employee evaluation form was created to insure an annual lay employee evaluation report by the Rector documenting the employee performance review.

Respectfully submitted,
Lynn Dent, Chair

Altar Guild

Purpose: To assist the Rector by preparing the Altar for services on Sunday and any special services during the week.

Program: The Altar Guild is made up of four teams – Red, Green, Blue and Yellow. Each team is on duty once a month for one week. Each team is responsible for the division of duties during the week, especially the services on Sunday.

During Christmas week and Holy week the entire Altar Guild is on duty with an equal division of labor and collaboration with the Flower Guild.

Goals for the Next Three Years: Finish preparation of a new *Altar Guild Handbook* to replace the 2003 version. Continued education of Altar Guild members.

The four teams and names of team members as well as the 2020 Team Schedule is attached.

Respectfully submitted,
Jane Brooke, Chairman

2020 ALTAR GUILD TEAMS

BLUE: Chris Howison, Tracey Riley, chair, Carla Henson, Catherine H Marcus, Anna Crockett

GREEN: Laura Stearns, co-chair, MJ Mayerchak, co-chair, Peggy Riethmiller, Mary Webster, Erika & Emma Brooke

RED: Jane Brooke, chair, Heather McBrayer, Gail Dickerson, Joanne Robblee

YELLOW: Elizabeth Harralson, chair, Marllys Craun, Sharon Humphreys, Nancy Walker, Diana Kenney, Sue Denson, Elizabeth Branner, Kitty Wainwright

January 4-10

January 11-17

January 18-24

January 25-31

February 1-7

February 8-14

February 15-21

February 22-28

Feb 29-March 6

March 7-13

March 14-20

March 21-27

March 28-April 3

April 4-8 &

April 13-17

All Guild: Holy Week/

Easter April 9-12

April 18-24

April 25-May 1

May 2-May 8

May 9-15

May 16-22

May 23-29

May 30-June 5

June 6-12

June 13-19

June 20-26

June 27-July 3

July 4-10

July 11-17

July 18-24

July 25-31

August 1-7

August 8-14

August 15-21

August 22-28

August 29-Sept 4

September 5-11

September 12-18

September 19-25

September 26-Oct 2

October 3-9

October 10-16

October 17-23

October 24-30

October 31-Nov 6

November 7-13

November 14-20

November 21-27

November 28-Dec 4

December 5-11

December 12-18

December 19-23

All Guild: Christmas

Eve/Christmas

December 24-25

December 26-Jan 1

Christian Outreach Committee (draft)

Beloved Community Mission Statement from the National Episcopal Church

“As the Episcopal branch of the Jesus Movement, we dream and work to foster Beloved Communities where all people may experience dignity and abundant life and see themselves and others as beloved children of God.... understand and take up the long-term commitments necessary to form loving, liberating and life-giving relationships with each other. Together, we are growing as reconcilers, justice-makers and healers in the name of Christ.”

The Christian Outreach Committee meets monthly, taking to heart the words of Christ in Matthew’s Gospel: “Whatsoever you do to these, the least of my brethren, you do unto me.” (Matthew 25: 34-46).

Vision: We seek to love our neighbors as we each “use whatever gift we have received to serve others, as faithful stewards of God’s grace.” (1 Peter 4:10)

Mission: We provide support and coordination for the people of Grace Episcopal Church to reach out in God's love to our neighbors near and far.

Parish Mission: We seek to share God's love in witness and service to one another and our community, our neighboring institutions of higher education, and through the diocese, to the nation and the world.

Goals

Administrative: Coordinate volunteer and donation efforts of the Grace Episcopal parish and its various committees, classes, and bodies. Work with the clergy and vestry to maximize the success of outreach efforts.

Research: Identify those needs of the community that Grace Episcopal should and can address.

Communication: Educate the Grace Episcopal congregation about outreach opportunities, both through the church and outside of the church. Foster relationships and coordinate with other churches and organizations in the community.

Financial: Raise funds and support within and without the church for the missions in which we are called to participate. Encourage and aid parishioners in engaging in outreach financially.

Engagement: Foster relationships and coordinate with other churches. Encourage and facilitate parishioners in participating in the community, both financially, prayerfully, and in person. Raise the profile and priority of outreach within the Grace Episcopal parish.

The Christian Outreach Committee ministry has two primary components:

- 1) Hands-on Outreach: researching opportunities, sharing information, and encouraging participation in the many activities sponsored by this parish as well as a range of community agencies. Hands-On Outreach Subcommittee members (Erika Brooke, Melissa Cox, and Kathy Hill) serve as liaisons to supported agencies to ensure timely two-way communication about needs and opportunities.
- 2) Grants: approving applications for programs that meet our defined priorities and as our budget allows. These priorities and grant awards for 2020 are described in the chart below. Thanks to generous pledges of parishioners and Vestry commitment to tithe 10% of the pledged total to outreach, the total amount of grant allocations was significantly higher than in past years. Funded agencies are asked to submit the grant report form at the end of the year. Consideration of future grants is conditional on completion of this report.

Grace Episcopal Christian Outreach Committee Funding 2016-2020						
		2016	2017	2018	2019	2020
Local Urgent Needs: Food, Clothing, Shelter, Utilities, etc.) (50% of total)	Funding					
	Bridge to Hope Food Pantry				\$1,000	\$5,000
	Community Closet		x	x	\$800	\$1,000
	Community Table	x	x	x	\$1,500	\$3,000
	Humanitarian Outreach		x	x		
	Meals for Shut-Ins	x	x	x		
	Mission Emergency Fund		x	\$1,000	\$3,500	\$3,000
	Mission Next Door				\$1,750	\$3,500
	RARA	x	x	x	\$9,000	\$7,000
	RARA Food Closets		x			
	RATS				\$5,000	\$7,800
	Sharon Massie (Christmas Emergency requests)				\$500	
	Total	\$0	\$0	\$1,000	\$23,050	\$30,300
Health and End-of-Life Care (10% of total)	Funding	2016	2017	2018	2019	2020
	Rockbridge Area Health Center	\$1,500	\$1,500	\$1,000		
	Rockbridge Area Hospice					\$1,100
	Total	\$1,500	\$1,500	\$1,000		\$1,100
International Aid (10% of total)	Past funding	2016	2017	2018	2019	2020
	Alta Fowler -Relief in Sudan		\$1,000	\$1,125		
	Refugee Working Group	\$1,000	\$375			
	Sudan Mission Group		\$1,500	\$1,600	\$3,200	\$3,650
	Total	\$1,000	\$2,875	\$2,725	\$3,200	\$3,650
Child Development/ Education (15% of total)	Funding	2016	2017	2018	2019	2020
	ARC of Rockbridge				\$1,000	\$1,500
	Boys' Home	\$2,000	\$2,000	\$2,000	\$2,200	\$2,000
	Boy Scouts	\$250	\$200	\$150		
	Cub Scouts	\$250	\$200	\$150		
	Hoofbeats Therapeutic Riding				\$2,300	\$1,450
	Yellow Brick Road	\$3,355	\$1,000	\$1,500		\$4,000
	Total	\$5,855	\$3,400	\$3,800	\$5,500	\$8,950
Domestic Violence/Safety (5% of total)	Funding	2016	2017	2018	2019	2020
	Total					
Social Justice (10% of total)	Funding	2016	2017	2018	2019	2020
	Alderson Hospitality House					
	Blue Ridge Legal Services				\$500	\$500
	Beloved Community				\$7,500	\$5,500
	Total				\$8,000	\$6,000
Annual Totals		\$17,922	\$20,295	\$21,225	\$39,750	\$50,000

Highlights of 2020:

- **Boys Home Cottage Sponsorship** (Sponsors: John and Gail Dickerson, David and Bonnie Gates, John Milford, and Shay Peters, Coordinator)

An important addition to our Hands-On Outreach ministries, this sponsorship was approved shortly before the onset of Covid-19. Subsequent restrictions cancelled the planned welcome at Grace Church and activities at Boys Home and sponsors' homes. Nevertheless, sponsors have been corresponding with their boys via email and letters and look forward to opportunities for in-person contact in the near future.

- **Formation of the Prison Ministries Subcommittee** (members: David Gates, Susan Cross, and MJ Mayerchak; advisors: Alex Brown and Jerry Nay). Living out our call to furthering the Beloved Community vision and this year's "Walking the Way of Love" theme provided the foundation for creating this subcommittee. Components include the following:

- Panel: A six-member panel representing a wide range of expertise in prison and re-entry programs presented a Zoom program moderated by Alex Brown in July. This information guided the development of the STEPS program and inspired the creation of the Rockbridge Re-Entry Council.

- STEPS (Supporting Transitions By Engaging in Parolee Sponsorships) Program

Recommendations for STEPS participants (Returning Citizens) are provided by the W&L Clinic – Virginia Capital Case Clearinghouse (VC3) and the Probation and Parole office in Fincastle.

Mentors: Five Grace parishioners (Lynn Dent, Keith Gibson, Patrick McGuire, Grigg Mullen, and Steve Riethmiller) have agreed to serve as mentors. Two Mentors will be assigned to each STEPS Returning Citizen and will alternate each week with mentoring sessions for the duration of the program. Training has been completed and Mentors are prepared to start their work once we have Paroled Returning Citizens committed to the program.

Candidates: Two possible candidates for the STEPS program have been identified and have recently had a parole hearing attended by David Gates (lead member of the Prison Ministries Subcommittee). We hope to have decisions from the Parole Board in the early Spring of 2021. The STEPS program was described in detail to Parole Board Members, including the proposed

Home Plan (for the one-year sponsorship period):

- Transporting the newly Paroled Returning Citizens to Lexington after release to live for 1 year.

- Secure Housing in Lexington (including utilities) which will be paid for the first three months by Grace Episcopal.
- RARA has promised to pay for one additional month of Housing and provide food every two weeks to the STEPS candidates.
- Jobs have been promised at Lee Hi Travel Center by Bobby Berkstresser.
- RATS will transport the men from their lodging to Lee Hi Travel for work and back.
- Christ Episcopal Church's Clothing Closet has promised clothing, kitchen items, etc.
- Mentors will visit each man once a week for a creative time together designed to foster friendships and fellowship.
- Rockbridge Re-Entry Council (this report provided by recently elected Council President, Fran Elrod): The council would not have been conceived and initiated in our area without good work and vision of David and others on the committee.

As Tabitha Mpamira-Kaguri, founder of and Executive Director of Edija Foundation teaches us, "All the cracks in our lives are part of our history. We have the power to patch them up with gold, for one another and for ourselves." At the core of the Rockbridge Re-entry Council is a belief that people are complex beings who are more than the crime(s) they were convicted of and served time for. The council aspires to offer a safe, welcoming space for re-entering citizens and others to gather, create a feeling of fellowship, share information, connect one-another with people and services, better understand gaps in services, and eventually collectively rally around addressing gaps and creating a community that is well-equipped to take care of each other and oneself.

Rev. Kevin Channell, Pastor of Collierstown Presbyterian Church; Joe Cailles, Pastor, Trinity Methodist Church; and Fran Elrod with the Shepherd Program at Washington and Lee University have taken the baton from David Gates to establish the Rockbridge Re-entry Council. Fran, Joe, and Kevin are in the process of consulting and collaborating with staff in the DOJ who are well-versed in establishing and maintaining thriving re-entry councils. We are reporting to the COC that we are still in the learning and information gathering phase. We are eager to set up a space where members of faith-based communities, service organizations, individual citizens, and government communities will gather to support re-entering citizens and others who seek guidance and support in order to meet basic needs and live a fuller life.

Racial Equity Subcommittee (Grace Members: Anna Crockett, Libby Cumming, Anne Hansen, Al Hockaday, Mo Littlefield; Community Members: Marquita Dunn and Tinni Sen)

As with the formation of the Prison Ministries Subcommittee, living out our call to furthering the Beloved Community vision and this year's "Walking the Way of Love" theme led to completion of the "Tool for Organizational Self-Assessment" which states in its introduction:

"Like you, we want to live in a healthy prosperous community – and because we believe that all our organizations have a role to play in creating a [community] where race and ethnicity no longer predict an individual's chances for success."

The Self-Assessment process culminated in the COC charge to create a Racial Equity Subcommittee that would "draft and assist in implementation of a Racial Equity Plan that includes the following":

- Make a public commitment to racial equity in the COC mission statement and website
- Include Racial Equity Subcommittee updates on COC meeting agendas
- Identify views in the parish and community related to equity issues
- Collaborate with community agencies to identify inequities in key life areas, e.g. employment, health care, education, housing, and law enforcement
- Explore opportunities in the committee, parish, and community for building relationships
- Explore opportunities for COC financial support of initiatives related to racial equity
- Incorporate communities of color in identifying and implementing initiatives
- Explore, encourage, and support self-help initiatives in our communities

We have already formed partnerships with the 50Ways Rockbridge Racial Justice Committee and Rockbridge Chapter of the NAACP to plan joint programs in the community that further these goals.

Weekly "Info-Bites" related to racial equity issues are being posted on the Grace Facebook page.

Sacred Ground (the Episcopal Church's 10-part "film- and readings-based dialogue on race, grounded in faith. Small groups are invited to walk through chapters of America's history of race and racism, while weaving in threads of family story, economic class, and political and regional identity.") The COC co-chair is serving as co-facilitator, and a large number of COC members are participating in the program.

- **Workshop: "Communicating with Vulnerable Populations"** led by Marisa Carley, Associate Director of the Washington and Lee University Shepherd Poverty Program
- **Sudan Mission Group** (Members: Doug Ayer, Joan Crawford, Punky Dod, Frank Settle, Susan Lawrence, MJ Mayerchak, chair)

The September fundraiser exceeded its goal of \$3500 to support three youths from Tonj, South Sudan, in school in Kitale, Kenya, for the 2021 academic year. \$1015 had been sent for these students in February.

Two grants of \$550 each and one grant of \$178.49 were awarded to support tuition for three students in Roanoke

A heartwarming and informative October Zoom meeting took place for the first time with students and Bishop Peter and Hope School, members of the Sudan Mission Group, and co-chairs of the Christian Outreach Committee.

- **Continuing Activities**
 - Amazon Smile and Kroger Community Rewards continue to supplement the COC budget allocation; close to \$900 has been received in 2020
 - eGiving page on parish website: parishioners have responded generously with online contributions to the Mission Emergency Fund and General Outreach
 - Collaboration with Gadsden Committee and ECW in funding decisions has continued.

Focus for 2021 : Holistic Approach to Outreach

Guided and inspired by the national church Beloved Community Mission and aid principles described in the books Toxic Charity and When Helping Hurts, we plan to balance the committee's long-standing financial support of important community agencies with support of new programs that are designed to empower and promote independence among individuals they serve.

- Support initiatives created to elevate populations of color in our community, including the Irma Thompson Fund, Walker Entrepreneurship Program, and mentoring programs.

- Seek opportunities to develop meaningful relationships with community members who are struggling with financial, physical, or emotional challenges.

The importance of viewing these relationships as mutually transformative is described in this excerpt from Toxic Charity page 190: "...pity diminishes and respect emerges when servers find surprising strengths among the served, strengths not initially apparent when the served are seen as the nameless, needy poor. Perceptions change when servers discover unseen capacities, like the amazing ingenuity required to survive in harsh environments, or the deep faith that depends upon God for daily bread, or the sense of community that sacrificially shares meager resources so that those most vulnerable can survive. Authentic relationships with those in need have a way of correcting the we-will-rescue-you mind-set and replacing it with mutual admiration and respect."

Guiding principles are "doing with, not doing to or for" and offering a "hand up, not a handout."

- Use priorities identified in the 2018 Community Needs Assessment for funding and hands-on engagement.
- Research potential partnerships with community agencies to help them further their goals financially and/or with an increased volunteer base.
- Identify opportunities for parish-wide participation in meaningful outreach activities, similar to Angel Tree and Habitat Faith Build.
- Join with other parish groups in planning action that follows up on the initiatives outlined in the national church Becoming Beloved Community Vision Document.
- Continue to coordinate and collaborate with other parish entities e.g. Gadsden and ECW in funding decisions

We are grateful to insightful, dynamic and dedicated committee members who have made valuable contributions to the diverse COC ministries: Erika Brooke (formerly clerk, but continuing member); Melissa Cox, Libby Cumming, Carol Dent (new Clerk), David Gates, Diana Kenney, Mo Littlefield (new co-chair), MJ Mayerchak; Frank Settle (outgoing co-chair, but continuing member).

We thank members Molly Brown, Carole Elmore, and Julie Youngman who served faithfully and resigned in 2020.

We express special appreciation to Gail Dickerson, who not only faithfully contributed significantly to the committee during her two three-year terms, but continued to do so in 2019 and 2020 while serving as Chair of the Call Committee for the new Rector and Senior Warden, respectively.

Additional special appreciation is expressed to our Rector, Fr. Tuck, for his invaluable energy, inspiration, guidance, and support throughout the year.

Respectfully submitted,

Anna Crockett, Mo Littlefield, and Frank Settle
Christian Outreach Committee Co-chairs

Episcopal Church Women

In 2020 the Episcopal Church Women of Grace Episcopal Church continued with a leadership cadre composed of Jane Brooke, Sue Denson, Cindy Mullen (Treasurer), and Carol Dent. The ECW was not very active, with the Covid-19 pandemic curtailing some traditional activities. The collection of change from the box at the church has been paused for now.

We were unable to hold the usual spring coffee at Kendal to honor parishioners living there.

In early July, I sent out a letter to all the women of the church mentioning some contributions the ECW could make, including possibly helping to fund the Sudanese students and possibly community agencies. Jane, Sue, and Carol met briefly in July to discuss the current situation of the ECW and the community.

I continue to serve on the Christian Outreach Committee (COC), with which the ECW has tried to work more closely to coordinate activities and outreach. In July, the ECW partnered with the COC to assist Yellow Brick Road with the purchase of touchless thermometers required for their reopening, contributing \$600 in total.

The women of Grace also served at a few funeral receptions during the year. Organized via email, the women donate the food and beverages and help to set up, serve, and clean up at these events. One notable one was after David Coffey's memorial service, for which Dan Coffey sent a heartfelt note of thanks and a \$200 donation to the ECW.

Currently the ECW has approximately \$2,000 in funds leftover from past fund-raising efforts.

Every woman of the church is technically a "member" of the ECW and we encourage all to experience the rewards and benefits of this fellowship.

Carol Dent, ECW Committee Member

Finance & Investment Committee Report

The mission of the Finance & Investments Committee is to oversee the faithful stewardship of the financial resources of the church. The Committee practices sound budgeting principles and accounting practices, recommends to the Vestry the proper use of the church's resources, and monitors the status of the church's financial condition. Members of the Committee maintain regular liaison with the Rector, the Treasurer, the Parish Administrator, the Bookkeeper, the Senior and Junior Warden, the Vestry, and representatives of the Stewardship Committee, Property Committee, and the Christian Outreach Committee.

The Finance & Investments Committee prepares the annual budget for Vestry approval in consultation with the Rector, staff, and committee chairs. The Committee meets monthly to review all financial statements of the church, including details of the revenues and expenses of the parish, the balance sheet, and the status of all gift funds and investments. It also recommends to the Vestry policies on contributions, bequests, investments, bookkeeping, and payments. It also suggests how endowments and income from endowments are to be used. The Committee oversees the implementation of actions approved by the Vestry.

2020 was an extraordinary year, with the entire world seeing the worst Pandemic since the 1918 flu Pandemic. Parishioners stopped meeting in the church in mid-March 2020. The church was closed until June, when limited numbers of members met physically in the building while other watched the service at home on their computers via Zoom. Through the end of the year, physical attendance in the church building was a sporadic event, as Covid-19 cases in Rockbridge County rose and fell.

The 2020 budget was approved in December 2019 by the Vestry projecting a deficit (expenses greater than income) of \$12,000. Two extraordinary events resulted in dramatic changes to the church's 2020 income, a Payroll Protection Program loan and the sale of the former Rector's house on Grey Dove Lane in Lexington. These are discussed below.

How did the Pandemic effect church finances?

Parish members did not forget that salaries and bills must be paid. Pledges were mailed to the church or paid online. By December 31st, 95.31% of pledges were paid. However, only 16.5% of budgeted Freewill Offerings were received, a budget deficit in that category of almost \$21,000. With no visitors in the pews, this deficit could not be avoided.

In March 2020, the U.S. government announced the Payroll Protection Program (PPP) to assist small businesses in paying their employees while their businesses

were closed due to the Pandemic. In April, the church applied for and received a PPP loan of \$33,500. If the church met the provisions of the PPP loan program, the loan would be forgiven. The church applied in November to have the loan forgiven; approval was received just a week later. Thus, the church experienced a boost of \$33,500 of unbudgeted income for the year.

When the former Rector resigned in the Fall of 2017, the church bought his house on Grey Dove Lane. The house had been rented and for sale ever since. In November, the house was sold for almost \$321,000. The sale of the house had a huge effect on 2020 Net Income. A loss on the sale of \$100,786.54 was recorded with a corresponding reduction to 2020 income. Taken together, the extra income from the PPP loan and the loss on the sale of the house resulted in about a \$67,000 reduction in the 2020 income.

Proceeds from the sale of the house will be used for payments on the new organ in 2021 and 2022.

The church ended 2020 with an official Net Loss of \$75,001.38. However, this amount includes an expense of \$8,284 that was incorrectly included due to a problem with the accounting software. The real Net Loss is \$66,717.38. Without the PPP loan and the loss on the sale of the house, the church would have experienced a small Net Income of \$569.16.

In 2018, a full audit was done of 2017 financial records by the CPA firm Robinson, Farmer, Cox Associates. Audits are expensive, so the Diocese requires a full audit only every third year. Just as they did in 2019 for the 2018 financial records, in 2020, Robinson, Farmer, Cox Associates performed an “Agreed Upon Procedures” examination of the church’s 2019 financial records. A full audit of the church’s 2020 financial records will be performed in 2021.

The audit of 2017 financial records found a material weakness in the church’s financial controls: the bookkeeper was also handling checks and cash and making the deposits to the bank. This issue was not addressed while an interim Rector was leading the church. With the December 2019 hiring of a new Rector, Tucker Bowerfind, this issue was finally addressed. In April, the Vestry voted to approve “Plate Counters” who count and record all checks and cash received by the church. The new procedure commenced in July 2020. Plate Counters deposit any cash received to the bank. Plate Counters also endorse the back of checks with the church’s stamp. The checks are forwarded to the bookkeeper to make photocopies and then deposit the checks to the bank. While this procedure is not perfect, it is much better than past church practice. Plate Counters appointed by the Finance & Investment Committee and volunteering for this duty in 2020 were: Melissa Cox,

Sue Denson, Lynn Dent, Gail Dick, Mo Littlefield, Bill Luton, M. J. Mayerchak, Carol Muir, Tracey Riley, Steve Riethmiller, and Frank Settle.

In May, the church's bookkeeper of over three years, Angie Fafatas, resigned. With the closing of the local schools due to the Pandemic, Angie needed to spend more time at home with her children. A new bookkeeper, Wendy Bearden, was hired. Wendy did some training with Angie in June and officially became the church's bookkeeper on July 1. Wendy previously worked for the Diocese in Lynchburg before recently moving to the Lexington area

Looking to the future, the 2021 budget was approved by the Vestry in December 2020. Budgeted revenues are about \$552,000; budgeted expenses are about \$618,000. A Net Loss for 2021 of about \$66,000 is anticipated. Pledges for 2021 total \$505,000 from 128 households; 10% of that amount was removed from the operating budget and placed in a separate budget for Outreach. This is a new procedure that was used for the first time in the 2021 budget.

2020 Committee members: Margaret Haberman (Chair), Tom Gosse (also Vestry Liaison), David Wade, Don Ellis, Carole Elmore, and James Keane. Ex-officio members included: Senior Warden Gail Dickerson, Junior Warden Liz Moss, Financial Secretaries Angie Fafatas and then Wendy Bearden, and Buster Lewis (Treasurer). Gail Dick and David Passmore joined the Committee as voting members in October 2020.

Margaret W. Haberman, Chair 3/18/2021

Grace Episcopal Church
Statement of Financial Position

As of: Dec 31st 2020

Assets

ASSETS

Checking Accounts	
1001 Operating Fund Checking-Cornerstone	62,706.38
1003 Checking Acct Adjustment	56,388.12
Total Checking Accounts	119,094.50
Checking Accounts-(Designated)	
1130 Mission Emergency Fund- CornerStone	6,705.19
1167 ECW Checking-Cornerstone	2,599.46
1200 Designated Funds Chking-Cornerstone	127,578.29
1213 Gadsden Committee - CornerStone	61,929.75
1215 Capital Campaign Money Market	321,807.92
Total Checking Accounts-(Designated)	520,620.61
Other Assets	
1350 Note Rec from Capital Campaign	58,099.97
Total Other Assets	58,099.97
Endowments/Trusts/Investments	
Investments - (Unrestricted)	
1112 Jones Bequest	358,558.03
1121 EJ MM - Operating Reserve - Balance	22,724.69
1614 Lee Endowment Unrestricted	849,144.82
Total Investments - (Unrestricted)	1,230,427.54
Investments- (Temp Restricted)	
1674 Vestry Designated Capital Fund	66,888.97
1679 Columbarium Fund	41,227.12
1680 Roth Music Fund	80,509.13
1682 Adelaide Anderson Simpson Fund	13,108.06
1683 Lanford ME Fund	67,192.99
1693 Property Maintenance	63,522.18
Total Investments- (Temp Restricted)	332,448.45
Endowments -(Perm Restricted)	
1633 Ford Fund	30,933.92
1637 Berry Bequest	1,263,053.22
1643 Gilliam Fund	22,458.06
1653 Harvey Fund	104,128.86
1661 Apgar Children's Benefit Fund	289,109.78
1663 Royston Fund	116,057.24
1675 J. S. Love Music Endowment	41,662.02
1676 Daniel and Dorothy Osburg Fund	81,768.18
1677 Clergy/Staff Support Endowment	51,157.62
1678 Youth/College Resources Endowment	222,299.50
1695 Lee Endowment Restricted	375,876.13
Total Endowments -(Perm Restricted)	2,598,504.53
Trust Fund - (Perm Restricted)	
1624 Gadsden Trust	1,940,242.17
Total Trust Fund - (Perm Restricted)	1,940,242.17
Total Endowments/Trusts/Investments	6,101,622.69
Fixed Assets (Land/Bldg/Equip)	
1801 Land	100,000.00
1805 Church Building	1,795,735.28

1806 Parish Hall	701,722.90
1807 Steeple	330,466.67
1809 Meditation Garden	38,218.91
1811 F&F, Mach & Equip	683,931.47
1812 Vehicles	14,296.47
1813 Columbarium	15,431.00
1814 Chancel Renovation	21,740.46
1815 Architect Fees	14,788.62
1816 Organ	696,500.00
1817 Elevator	574,249.96
1849 Accumulated Depreciation	(2,473,779.45)
1860 Construction in Progress	2,940.00
Total Fixed Assets (Land/Bldg/Equip)	2,516,242.29
Total ASSETS	9,315,680.06
Total Assets	\$ 9,315,680.06
Liabilities & Net Assets	
Liabilities	
Payroll Withholdings	
Payroll Tax Liability	
2101 Federal Payroll Tax Liability	1,751.46
2102 Virginia Inc Taxes Withheld	893.68
Total Payroll Tax Liability	2,645.14
Pension Liability	
2131 Lay Pension Payable	1,875.53
Total Pension Liability	1,875.53
Total Payroll Withholdings	4,520.67
Notes Payable	
2225 Ed Jones LOC Note Due	58,099.97
Total Notes Payable	58,099.97
Total Liabilities	62,620.64
Net Assets	
Unrestricted	
3000 Unrestricted Net Assets	2,611,888.49
Total Unrestricted	2,611,888.49
Temporarily Restricted	
3100 Vestry Designated Capital Fund	421,068.00
Total Temporarily Restricted	421,068.00
Permanently Restricted	
3500 Endowment & Trust Funds	4,970,807.75
Total Permanently Restricted	4,970,807.75
Fixed Assets (Land/Bldg/Equip)	
3400 Capital Assets	1,121,716.89
Total Fixed Assets (Land/Bldg/Equip)	1,121,716.89
Designated Funds1	
8001 Canterbury Fund	14,297.13
8014 Roth Music Fund	742.75
8016 Organ Zimbelstern	1,500.00
8021 Marc Nikkel School Fund	1,207.29
8024 Altar Guild Fund	1,352.50
8026 Alta Fowler Fund for Sudan Relief	4,176.04
8130 Columbarium/Memorial Garden Fd	3,251.10
8301 Rector's Discretionary Fund	2,333.38
8302 Audit Accrual	6,223.25
8447 1st Sunday Lunch	922.39
8501 Beloved Community	8,009.33

8960 Racial Equity	10,000.00
Total Designated Funds1	54,015.16
Special Offerings	
8003 Flower Fund	6,516.88
8005 Easter Offering	100.00
8009 Memorial Gifts	8,073.40
8013 Kendal Bus	1,000.00
8050 Designated Offerings	1,129.80
8502 Mission Emergency Pledges	7,545.00
8903 United Thank Offering Fund	1,068.50
8999 Prison Ministry Offerings	8,284.00
9999 Other Designated Offerings	1,091.59
Total Special Offerings	34,809.17
Capital Projects	
8015 Organ	11,184.06
8200 Capital Campaign	29,155.65
Total Capital Projects	40,339.71
Special Designated Funds-1	
9100 Lanford Mission Emergency Fund	(1,157.49)
9902 Gadsden Fund	(428.26)
Total Special Designated Funds-1	(1,585.75)
Total Net Assets	9,253,059.42
Total Liabilities & Net Assets	\$ 9,315,680.06

Grace Episcopal Church
Summary of Designated Funds

Date Range: Dec 1st 2020 - Dec 31st 2020 | Includes Open Transactions | Filtered by: Account Type

Accounts	Beginning Balance	Debits	Credits	Ending Balance
8001 Canterbury Fund	(5,297.13)	0.00	9,000.00	(14,297.13)
8003 Flower Fund	(6,871.27)	404.39	50.00	(6,516.88)
8005 Easter Offering	(100.00)	0.00	0.00	(100.00)
8009 Memorial Gifts	(8,073.40)	0.00	0.00	(8,073.40)
8010 Flower Fund	0.00	114.98	114.98	0.00
8013 Kendal Bus	(1,000.00)	0.00	0.00	(1,000.00)
8014 Roth Music Fund	(77,492.75)	76,750.00	0.00	(742.75)
8015 Organ	(11,934.06)	800.00	50.00	(11,184.06)
8016 Organ Zimbelstern	(1,500.00)	0.00	0.00	(1,500.00)
8021 Marc Nikkel School Fund	(4,017.29)	2,810.00	0.00	(1,207.29)
8024 Altar Guild Fund	(1,352.50)	0.00	0.00	(1,352.50)
8026 Alta Fowler Fund for Sudan Relief	(5,676.04)	1,500.00	0.00	(4,176.04)
8033 Boys Home	(10,622.11)	10,622.11	10.00	0.00
8050 Designated Offerings	(850.00)	0.00	279.80	(1,129.80)
8130 Columbarium/Memorial Garden Fd	(1,000.00)	0.00	2,251.10	(3,251.10)
8200 Capital Campaign	(14,170.19)	11,580.00	26,565.46	(29,155.65)
8301 Rector's Discretionary Fund	(2,144.12)	210.74	400.00	(2,333.38)
8302 Audit Accrual	(5,973.25)	0.00	250.00	(6,223.25)
8446 Men's Breakfast	(1,334.00)	1,684.00	350.00	0.00
8447 1st Sunday Lunch	(922.39)	0.00	0.00	(922.39)
8501 Beloved Community	(8,009.33)	0.00	0.00	(8,009.33)
8502 Mission Emergency Pledges	(5,445.00)	0.00	2,100.00	(7,545.00)
8903 United Thank Offering Fund	(1,068.50)	0.00	0.00	(1,068.50)
8913 Liturgical Committee Expenses	2,370.00	0.00	2,370.00	0.00
8960 Racial Equity	(10,000.00)	0.00	0.00	(10,000.00)
8999 Prison Ministry Offerings	0.00	0.00	8,284.00	(8,284.00)
9100 Lanford Mission Emergency Fund	(8,312.28)	9,469.77	0.00	1,157.49
9902 Gadsden Fund	428.26	0.00	0.00	428.26
9999 Other Designated Offerings	(556.59)	0.00	535.00	(1,091.59)
	(\$ 190,923.94)	\$ 115,955.99	\$ 52,610.34	(\$ 127,578.29)

Revenue

	2020 Budget	Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used
Pledged Support:				
Pledges				
2018 Pledges	\$ -	\$ 640.00	\$ (640.00)	
2019 Pledges	\$ -	\$ 696.00	\$ (696.00)	
2020 Pledges	\$ -	\$ 6,890.00	\$ (6,890.00)	
2021 Pledges	\$ 500,000.00	\$ 476,548.12	\$ 23,451.88	95.31%
Total Pledged Support	\$ 500,000.00	\$ 494,624.12	\$ 5,375.88	98.92%
Plate Offerings				
Loose Cash	\$ 5,000.00	\$ 2,166.66	\$ 2,833.34	43.33%
Freewill Offerings	\$ 20,000.00	\$ 1,968.00	\$ 18,032.00	9.84%
Total Plate Offerings	\$ 25,000.00	\$ 4,134.66	\$ 20,865.34	16.54%
Other Operating Income				
Interest on MM/Savings	\$ -	\$ 21.35	\$ (21.35)	
Lee Endowment - unrestricted	\$ 9,394.81	\$ 9,523.64	\$ (128.83)	101.37%
Rental Income Grey Dove Ln.	\$ 23,760.00	\$ 22,450.00	\$ 1,310.00	94.49%
Diocesan Income for Canterbury	\$ 6,750.00	\$ (500.00)	\$ 7,250.00	-7.41%
Jones Bequest	\$ 13,181.66	\$ 13,181.66	\$ -	100.00%
Misc Income (Parish House rent, etc)	\$ 2,500.00	\$ 5,175.38	\$ (2,675.38)	207.02%
Income re Personnel				
Income re Operations: donated process fees	\$ -	\$ 420.38	\$ (420.38)	
Income re Outreach				
Income re Programs (youth giving)		\$ 1,551.62	\$ (1,551.62)	
Income-Payroll Protection Prog.		\$ 500.00	\$ (500.00)	
Total Other Operating Income	\$ 55,586.47	\$ 52,324.03	\$ 3,262.44	94.13%

Statement of Activities

Date Range: Jan 1st 2020 - December 31st 2020

	2020 Budget	Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used
Total Income, Operating Fund	\$ 580,586.47	\$ 551,082.81	\$ 29,503.66	94.92%
Income from Restricted Funds				
Lee Endowment - maintenance	4302 \$ 2,065.38	\$ 2,065.40	\$ (0.02)	100.00%
Lee Endowment - restricted	4303 \$ 12,346.48	\$ 12,346.48	\$ -	100.00%
Apgar Youth Education Fund	4411 \$ 8,555.35	\$ 8,555.35	\$ -	100.00%
Ford Fund	4416 \$ 1,017.19	\$ 992.98	\$ 24.21	97.62%
Harvey Fund	4417 \$ 3,453.22	\$ 3,453.23	\$ (0.01)	100.00%
Royston Fund	4421 \$ 3,824.00	\$ 3,824.00	\$ -	100.00%
J. S. Love Music Endowment	4425 \$ 1,366.43	\$ 1,366.44	\$ (0.01)	100.00%
Osburg Fund	4426 \$ 9,494.48	\$ 9,492.07	\$ 2.41	99.97%
Clergy-Staff Support Fund	4427 \$ 1,652.32	\$ 1,652.32	\$ -	100.00%
Youth-College Resource Fund	4428 \$ 7,151.78	\$ 7,151.80	\$ (0.02)	100.00%
Roth Music Fund	4429 \$ 12,301.69	\$ 12,301.68	\$ 0.01	100.00%
Total Income from Restricted Funds	\$ 63,228.32	\$ 63,201.75	\$ 26.57	99.96%
Vestry Designated Capital Fund	6202 \$ -	\$ (205.31)	\$ 205.31	
Income - Capital Assets Fund				
Rectory Fund				
Total Income - Capital Assets Fund	4310 \$ 9,394.81	\$ 9,174.80	\$ 220.01	97.66%
Total Revenue	\$ 653,209.60	\$ 623,254.05	\$ 29,955.55	95.41%
EXPENSES				
Total Personnel Expense	\$ 425,647.68	\$ 409,175.67	\$ 16,472.01	96.13%

Grace Episcopal Church
Statement of Activities
Date Range: Jan 1st 2020 - December 31st 2020

		2020 Budget	Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used
Utilities & Maintenance Expenses					
Utilities					
	5201	\$ 6,500.00	\$ 4,749.05	\$ 1,750.95	73.06%
Electricity Expense	5203	\$ 10,000.00	\$ 4,809.17	\$ 5,190.83	48.09%
Natural Gas Expense	5205	\$ 2,000.00	\$ 2,655.47	\$ (655.47)	132.77%
Water & Sewer					
Maintenance					
	5211	\$ 6,760.00	\$ 3,820.35	\$ 2,939.65	56.51%
Maintenance - Supplies	5213	\$ 14,000.00	\$ 11,544.63	\$ 2,455.37	82.46%
Maintenance - Vendors	5215	\$ 3,000.00	\$ 2,567.13	\$ 432.87	85.57%
Maintenance - Grounds	5220	\$ -	\$ -	\$ -	
Maintenance - Nursery					
Utilities & Maintenance Expenses		\$ 42,260.00	\$ 30,145.80	\$ 12,114.20	71.33%
Office Expenses					
Main office expenses					
	5301	\$ 5,500.00	\$ 3,403.06	\$ 2,096.94	61.87%
Office Supplies	5303	\$ 3,000.00	\$ 1,553.13	\$ 1,446.87	51.77%
Postage	5311	\$ 7,000.00	\$ 10,220.28	\$ (3,220.28)	146.00%
Telephone & Internet	5312	\$ 500.00	\$ 72.47	\$ 427.53	14.49%
Computer Maintenance					
Treasurer office expenses					
	5351	\$ 1,000.00	\$ 694.44	\$ 305.56	69.44%
Treasurer Supplies	5357	\$ 4,000.00	\$ 4,000.00	\$ -	100.00%
CPA Services	5359	\$ 3,000.00	\$ 3,000.00	\$ -	100.00%
Audit Accrual	5360	\$ -	\$ 27.00	\$ (27.00)	
Miscellaneous	5361	\$ 300.00	\$ 63.88	\$ 236.12	21.29%
Investment Fees	5362	\$ 360.00	\$ 766.98	\$ (406.98)	213.05%
Credit card fees					
Office Automation Expenses					
	5373	\$ 500.00	\$ 961.73	\$ (461.73)	192.35%
Computer Equip & Software	5375	\$ 4,500.00	\$ 5,247.99	\$ (747.99)	116.62%
Photocopier Maintenance	5381	\$ 2,760.00	\$ 3,407.00	\$ (647.00)	123.44%
ACS Software Support					
Total Office Expenses		\$ 32,420.00	\$ 33,417.96	\$ (997.96)	103.08%

Grace Episcopal Church							
Statement of Activities							
Date Range: Jan 1st 2020 - December 31st 2020							
	2020 Budget		Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used		
Worship & Liturgy Expenses							
5401	\$	500.00	\$	288.01	\$	211.99	57.60%
5402	\$	1,000.00	\$	-	\$	1,000.00	0.00%
Music & Adult Choir Expenses							
5431	\$	1,200.00	\$	1,523.94	\$	(323.94)	127.00%
5433	\$	2,500.00	\$	-	\$	2,500.00	0.00%
5434	\$	14,200.00	\$	11,965.24	\$	2,234.76	84.26%
5??? 5438	\$	200.00	\$	-	\$	200.00	0.00%
	\$	1,000.00	\$	100.00	\$	900.00	10.00%
	\$	5,825.00	\$	1,890.00	\$	3,935.00	32.45%
Total Music & Adult Choir Expenses	\$	24,925.00	\$	15,479.18	\$	9,445.82	62.10%
Miscellaneous Administrative Expenses							
5441	\$	13,730.00	\$	13,285.00	\$	445.00	96.76%
5453	\$	500.00	\$	3,765.43	\$	(3,265.43)	753.09%
5455	\$	2,000.00	\$	2,143.78	\$	(143.78)	107.19%
5457	\$	500.00	\$	-	\$	500.00	0.00%
5458	\$		\$	(1,599.38)	\$	1,599.38	
Total Miscellaneous Administration Expenses	\$	16,730.00	\$	17,594.83	\$	(864.83)	105.17%
Total Expenses, Operating Funds	\$	543,482.68	\$	506,101.45	\$	37,381.23	93.12%
Rectory Summary							
Rectory Expense							
Grace Education & Program Expenses							
Grace Education & Spiritual Growth Expenses							
5501	\$	3,000.00	\$	2,389.34	\$	610.66	79.64%
5512	\$	1,000.00	\$	120.16	\$	879.84	12.02%
5507	\$	1,000.00	\$	316.39	\$	683.61	31.64%
5509	\$	500.00	\$	175.50	\$	324.50	35.10%
5511	\$	800.00	\$	161.93	\$	638.07	20.24%

Grace Episcopal Church					
Statement of Activities					
Date Range: Jan 1st 2020 - December 31st 2020					
	2020 Budget	Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used	
Grace Fellowship Program Expenses					
5512	\$ 1,000.00	\$ 600.00	\$ 400.00	60.00%	
5513	\$ 100.00	\$ -	\$ 100.00	0.00%	
5570	\$ -	\$ 26.29	\$ (26.29)		
5571	\$ -	\$ -	\$ -		
5572	\$ 250.00	\$ -	\$ 250.00	0.00%	
5573	\$ 100.00	\$ -	\$ 100.00	0.00%	
5576	\$ -	\$ 39.00	\$ (39.00)		
5578	\$ -	\$ 50.74	\$ (50.74)		
5579	\$ -	\$ 261.84	\$ (261.84)		
Total Grace Education & Program Expenses	\$ 7,750.00	\$ 4,141.19	\$ 3,608.81	53.43%	
Grace Outreach Expenses					
Religious Outreach					
5731	\$ 52,614.00	\$ 52,614.00	\$ -	100.00%	
5733		\$ 100.00	\$ (100.00)		
Christian Outreach					
5800-5826	\$ 50,000.00	\$ 23,859.65	\$ 26,140.35		
5801	\$ -	\$ 6,124.45	\$ (6,124.45)		
5802	\$ -	\$ 3,000.00	\$ (3,000.00)		
5803	\$ -	\$ 4,300.00	\$ (4,300.00)		
5807	\$ -	\$ 2,000.00	\$ (2,000.00)		
5808	\$ -	\$ 1,000.00	\$ (1,000.00)		
5811	\$ -	\$ 7,000.00	\$ (7,000.00)		
5813	\$ -	\$ 1,100.00	\$ (1,100.00)		
5823	\$ -	\$ 3,000.00	\$ (3,000.00)		
5825	\$ -	\$ 100.00	\$ (100.00)		
5835	\$ -	\$ -	\$ -		
Total Grace Outreach Expenses	\$ 102,614.00	\$ 104,198.10	\$ (1,584.10)	101.54%	

Grace Episcopal Church Statement of Activities Date Range: Jan 1st 2020 - December 31st 2020				
	2020 Budget	Actual January - December 2020	Annual Budget Remaining	Annual Budget % Used
TOTAL EXPENSES	\$ 665,986.68	\$ 622,684.89	\$ 43,301.79	93.50%
SUBTOTAL - NET INCOME BEFORE EXTRAORDINARY ITEMS		\$ 569.16		
Plus PPP Loan Forgiven	4450	\$ 33,500.00		
Minus Loss on sale of house on Grey Dove Lane	4419	amount of Expenses grē \$ (100,786.54)		
NET LOSS	\$ (12,777.08) (Budgeted)	\$ (66,717.38) (Actual)		

Flower Guild

Although the year got off to a normal start, it was not long before the pandemic took hold and the majority of the Flower Guild members were uncomfortable coming in to order, pick up, and arrange Sunday flowers. Reduced to a smaller working group, we decided that simpler was better and relied on material from our gardens. Instead of a full-blown Easter display, we used dogwood branches on the altar. When services were held on Zoom alone, flowers could not be seen and we ceased arranging. The no flower zone continued even when small groups were allowed to congregate for services. Members who were willing to work felt the risks simply outweighed the benefits.

Thanksgiving brought flowers and gourds back to the altar. A traditional Advent wreath was made and is currently in use. Advent and Christmas decorations including boxwood garlands with solar powered lights on the fence in front of the church and a new crèche under a lit tree will add a cheerful note, we hope, to end this unusual year.

Our membership of ten includes, alphabetically, Elizabeth Boetsch, Gail Dick, Claudia Ellis, Rene Glidden, Carol Goss, Elizabeth Harralson, Joy Harris, Catherine Marcus, Kathy Kozak, and Peggy Riethmiller.

We are always looking for new members and will be delighted to welcome new participants once we get “back to normal.”

Elizabeth Boetsch and Claudia Ellis

Lanford Mission Emergency Fund (LMEF)

The Lanford Mission Emergency Fund (LMEF) has been a Grace ministry for 36 years whose mission is to assist Rockbridge County residents seeking emergency financial support for rent, utility, or temporary housing expenses.

Funding sources: Loose offering Easter, Thanksgiving, Christmas; Lanford Investment Account Quarterly Draw; Christian Outreach Committee Grant; Individual Gifts

2020	Number of requests for assistance year-to-date	127
	Number of requests funded	125

2020 Financials

Starting Balance	\$ 1,681.80
Christmas 2019	\$ 2,932.71
COC Reserve from 2019	\$ 1,218.48
COC Grant 2020	\$ 3,000.00
Easter Offering	\$ 2,185.00
Lanford Investment Draw	\$ 1,712.58
Kendal Bus Fund Transfer	\$ 1,261.00

General Gifts	\$ 1,700.00
Thanksgiving Offering	\$ 3,600.00
Year-to-date expenses	\$ 13,009.38
Year-to-date balance	\$ 6,282.19

COLLABORATING PARTNERS: RARA (Rockbridge Area Relief Assn.), Lexington Presbyterian Church, and St. Patrick's Roman Catholic Church.
 THANK YOU, PARISHIONERS, FOR YOUR CONTINUED SUPPORT OF THIS LONG-STANDING OUTREACH MINISTRY AT GRACE EPISCOPAL CHURCH.
 Gail Dickerson, Lanford MEF Administrator

The Men's Breakfast Group

The men's breakfast group began meeting weekly on Tuesday mornings in the Parish Hall at the start of Lent in 2011, almost 9 years ago. Weekly reminders are issued by email to the men, and the group now consists of several members of the parish plus friends from other churches.

We usually meet in the Parish House for breakfast, but due to the covid-19 outbreak, we are meeting by Zoom at 7:00 a.m. for fellowship, followed by a discussion of a meditation and discussion based upon a daily reading from Oswald Chambers' "My Utmost for His Highest" and a prayer by the men, adjourning by 8:00 a.m. When it is safe, we will return to the Parish House.

A modest weekly donation from each of the men covers the cost of the breakfast and to the extent that donations exceed the cost of the food, we make annual gifts to a local charitable organization, such as the Sarah Lanford Mission Emergency Fund, Rockbridge Area Habitat for Humanity, Boy's Home of Virginia, and the Rockbridge Christmas Basket.

Connie Bryant and Lisa McGuire provide important support for each meeting.

All men of the parish are invited to participate in this ministry, the discussion and prayer are open to all -- we learn from each other as we are enlightened, stirred, and strengthened by the grace of God.

Contact Mo Littlefield, Lynwood Dent or Don Ellis for more information.

Mission & Outreach Committee of the Gadsden Trust

Committee Members: Lynn Dent, Chair; Roger Crockett, Treasurer; Tracey Riley, Secretary; Jane Brooke; Carol Gosse; Woody Sadler; Mary Wilson; Bill McCorkle. The Gadsden Trust was established by the will of the last surviving Gadsden sister. Her desire was that the money be used to spread the Gospel and alleviate human suffering. The committee is composed of members appointed by the Trustees and appointed by the Vestry. The committee meets quarterly to discuss applications for grants. Under the agreement between the Vestry and the Trustees which established the committee, there are four categories under which grant requests may fall: the Diocese, the Third (developing) World, our local community, and the work of Grace Church. Thus far in 2020 the Committee has expended \$63,516 (see attached spreadsheet).

In the Diocese the committee approved funding to upgrade the Phoebe Needles Conference Center website. In the third world, a tuition grant was made to seminarian Joseph Beck for his third year in university. Another grant to CUEED provided funding to expand on a 2019 grant to purchase dairy cattle in the Sudan. These cattle provide milk which is sold to residents, and the milk sale proceeds fund elementary school funding for local students. The AFRECS grant is a result of our church hosting the annual AFRECS meeting last year. This grant enables AFRECS to pay experts providing trauma healing on the ground in the Sudan,

Locally, grants to the Boys Home of Virginia and the Jackson-Feild Behavioral Center, two long-time beneficiaries of Gadsden grants, provided assistance to the boys' construction of the Applied Trades Center at Boys Home and to Trauma training for the residential staff at Jackson-Feild. Alderson Hospitality House provided lodging for visitors to inmates at the Women's Prison in Alderson, WV. This grant will enable the House to refresh and refurbish some of the rooms. The House has a long history with our parish providing support.

As the Covid-19 pandemic broadened this spring, we received two requests from local nonprofits. The committee unanimously agreed to provide funding to support the Community Foundation's Covid-19 relief fund, and to support Woods Creek Montessori School's request for funds to create home study kits for students that then could be sold to raise funds to support teachers' salaries for the last two months of school (kits were provided free to those students unable to pay for them).

Lastly, our administrative fees cover the cost of a required annual filing with the Commissioner of Accounts in Rockbridge and for our annual account review.

Respectfully submitted, Lynn Dent, Chair

Diocese:		
Phoebe Needles	2,000.00	Revamp Website
		Total: \$2,000.00
Third World:		
Joseph M. Beck	3,200.00	Uganda Christian U.
CUEED	10,000.00	Cows Dairy Project
AFRECS	8,000.00	Trauma Healing
		Total: 21,200.00
Community:		
Community Foundation	20,000.00	Emergency Aid
Woods Creek Montessori	5,000.00	Home Study Kits
Alderson Hospitality House	4,000.00	Facility Upgrade
Jackson Field Behavioral	4,000.00	Trauma Training
Boys' Home of VA	5,000.00	Applied Trades
STEP Program (Grace Church)	8,284.00	Financial support
Youth Alliance Initiative	10,200.00	Computers
		Total: 56,484.00
Administrative Costs:		
Robinson Farmer & Cox	2,000.00	Annual Review
Brian Kearney	316.00	Filing Fee
		Total: 2,316.00
		Yr. Total 82,000.00

Higher Education Ministries/Canterbury Fellowship

Grace Episcopal Church is committed to the spiritual growth of the students and cadets at Washington and Lee University and Virginia Military Institute. We recognize that nurturing spiritual growth is vital to both their academic and human development. Our mission is to assist students and cadets as they discern their vocation through the discovery and stewardship of their God given gifts.

Through the Canterbury Fellowship we provide opportunities for Christian fellowship, study and worship that foster interaction between W&L students, VMI cadets, and members of the parish family. Parishioners support this ministry in a number of ways and work to include students in parish activities throughout the year.

The primary interface with the administration at both schools has been our chaplain James Keane who handled matriculation activities and worked with other local

congregation leaders on student related issues. With his retirement in July most of that responsibility has transitioned to our Rector Father Tuck.

2020 brought forth many surprises for college ministry. Both Virginia Military Institute and Washington & Lee University started the year with expectations that it would be business as usual. In-person classes began in January but were transitioned to on-line delivery with the outbreak of the coronavirus in March. Both schools started the fall term in mid-August; approximately two weeks early. W&L offered an option of in-person classes or on-line delivery; VMI focused on in-person classes.

In response to the pandemic, VMI decided to implement a lock down approach to control the spread of the virus with limited permission to leave Post and a requirement for face masks and social distancing. At their request we conducted services on Post for the first three weeks of the fall term. Attendance varied with a maximum of 75 Cadets in attendance. In September the decision was made to allow Cadets to attend local church services but with a requirement to return to Post immediately after the service. Since September the number of cadets attending in-church services has varied with declining attendance as concern about the spread of the virus grew. Requests for counseling increased but with access to Post highly restricted, all contacts were limited. Cadets were sent home before Thanksgiving and transitioned to on-line learning for the remainder of the term.

W&L implemented a strict policy requiring face masks at all times on campus and to embrace social distancing. The response was very positive with a high level of compliance. On a positive note reaction to the pandemic has resulted in an increase in the number of W&L students attending in-person church services each week. They have volunteered to read the lessons and Prayers of the People, filling in where parishioners who are reluctant to attend services would have been in the past. Most significant has been their response to requests to provide recorded music. Our Minister of Music Martha Burford did an outstanding job of recruiting students with musical talent to prerecord music or play the organ. She has been successful in recruiting five students as Choral Scholars who receive a stipend monthly for their contribution. Students at both schools are expected to return to Lexington in January. With the promise of a vaccine, all are optimistic that life can return to some semblance of normalcy.

Higher Education Committee Members: Father Tuck, James Keane, Sharon Massie, Patrick McGuire, Elizabeth Grist, Martha Burford, Alex Brown

Liturgical Architecture Committee

In 2019, prior to the exciting news of a contract by the Church with Casavant Frères of Québec on February 25, 2020, for delivery of a fine new generational pipe organ by August 15, 2021, the Interim Rector had organized a Liturgical Architecture Committee to prepare for delivery and safe installation and support of the organ. The Vestry subsequently contracted for liturgical design services with Terry Byrd Eason Design to support the Committee in studying and recommending improvements to the Nave and Chancel to provide for optimum comfort and sound for the organ. Meticulous attention is required to specific contractual deadlines for preparation of the premises, requirements and conditions of the premises before delivery, at delivery and continuing throughout installation, tuning and final approval of the instrument.

The Committee conducted numerous meetings over many months with Terry Eason who researched and documented the architecture and structure of the Church and presented conceptual consensus drawings for changes and improvements to the Chancel. Upon recommendation of the Committee, the Vestry approved on May 20, 2020, a continuing contract for design services from Terry Byrd Eason Design for liturgical space planning for our 1883 rich Victorian Gothic revival church. This work includes a master plan for circulation flow and accessibility, choir placement, a newly designed shorter altar moved forward, pedestals for flowers and candelabra, placement of the organ and console, and location of a Dumbwaiter all on an extended platform with familiar curved communion railing, and relocation of the baptismal font to a liturgically-proper position at the center of the Nave on a diamond-shaped inlay of encaustic tile. Pew respacing and modifications in appropriate places are also planned.

The Vestry on March 8, 2020, also reached a Memorandum of Understanding for Clerk of the Works with parishioner Grigg Mullen to represent the interests of the Church in all dealings with a Construction Manager. The Committee concluded that a principal means of supporting the sound of the new organ in the room would be to provide an extra hard Chancel floor surface and logically selected 2 cm thick 12 x 24 tiles of Tennessee marble in Endsley pink tones for the extended Chancel. This plan necessitated that the Church seek professional advice and drawings from a Structural Engineer, and the Vestry contracted with John Stann PE on June 22, 2020, who has submitted a structural report and is preparing construction documents. The Committee, being attracted to the lovely diamond star pattern encaustic tile left by history in the bell tower floor, believes that it likely extended throughout the Narthex. Besides placing the tile under the baptismal font, the Committee proposes now as we are Walking the Way of Love to return the feel and look of the original design and finishes that create the charm and welcoming

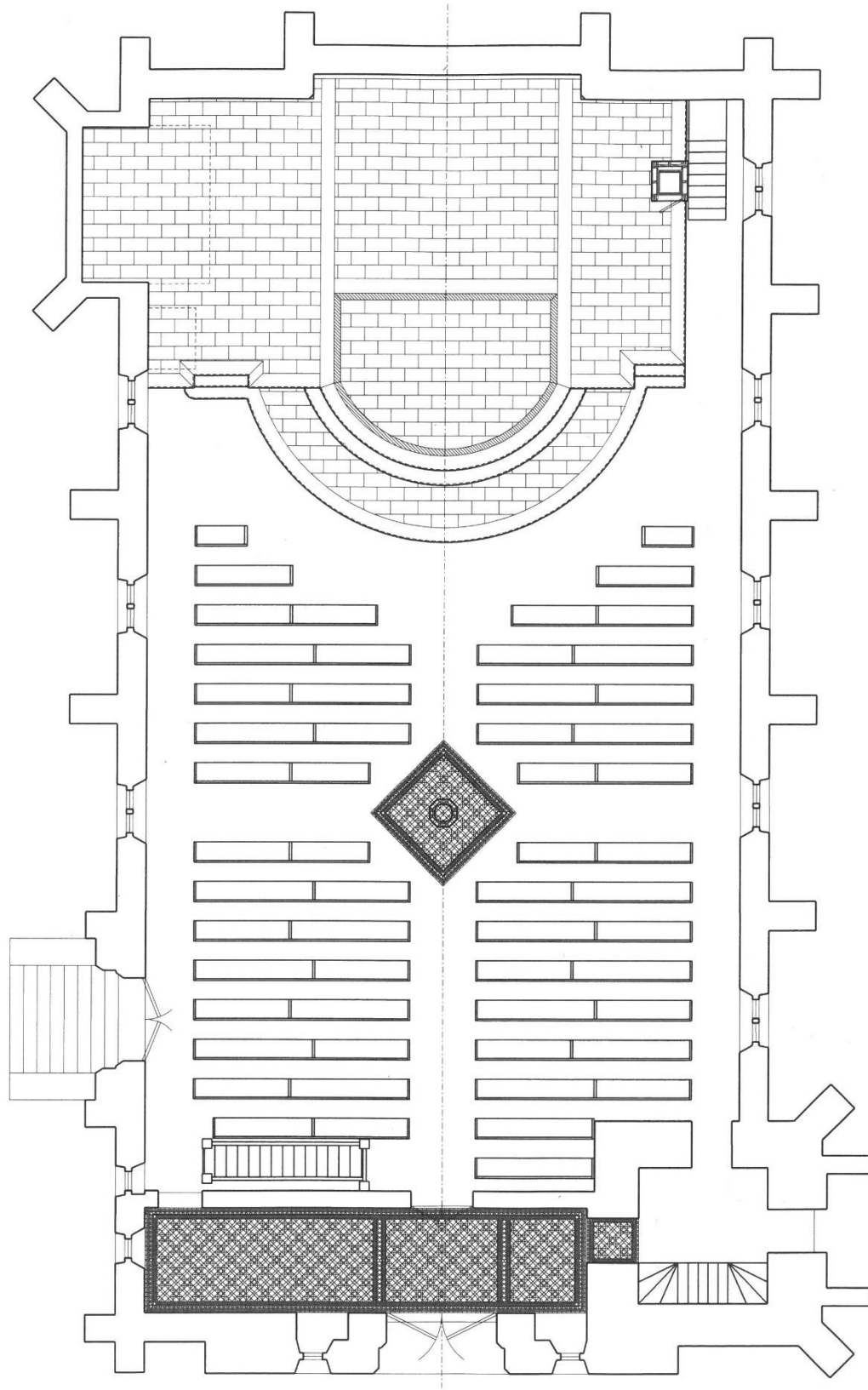
warmth the Narthex importantly offers and sets the stage as the entrance to our building.

In the meantime, the Committee composed a thorough Request for Proposal (RFP) for a Construction Manager at Risk for Chancel Improvements detailing the Purpose, Background, Schedule & Timeline, Contractor Qualifications, and twenty-two point Scope of Work. The RFP was issued on October 7, 2020, to four selected qualified contractors of which two responded on October 28, 2020, and with whom the Committee and Parish Leadership held interviews on October 30, 2020. The Committee recommended Kjellstrom+Lee be selected as Construction Manager and approval came from the Vestry on November 2, 2020.

Beginning November 17, 2020, bi-weekly progress meetings are held with the K+L management team intended to result in the offer of a Construction Management Agreement with Guaranteed Maximum Price on December 16, 2020, for consideration by the Vestry beginning at their meeting December 21, 2020.

Construction is expected to begin in the Undercroft January 27, 2021, and in the Chancel February 8, 2021.

Respectfully submitted by Committee members, Martha Ann Burford, Pat Gibson, Keith Gibson, Anne Sauder, CoW Grigg Mullen, Convenor A. W. Lewis, Jr., and William McCorkle. Liaison



Memorials Gifts Committee

The Memorial Committee is unique in that it doesn't ask the Vestry for money. Its resources come from the outpouring of love that family and friends have for people they have lost. And from a desire to honor those who are still with us.

The Memorial Committee is tasked with using these funds in a meaningful way.

The committee receives requests from the rector, staff members, and other committees in the church. Requests for funds are prayerfully considered by the committee members: Diana Kenney, Jerry Nay, Marjorie Connolly, Laura Sterns, and Cecile West-Settle, Vestry Liaison. Written notifications are also sent to family members when remembrances arrive and notifications to the donors acknowledging the received remembrances.

In the recent past, money from the committee has underwritten a fair linen cloth for the altar, crosses for the acolytes, a traveling communion set for home visits, and the two display cases on the Bridge (with thanks to Elizabeth Harralson and Jerry Nay who undertook these two projects).

In the coming months, it is hoped that the committee will be involved with some of the decisions involving the renovation of the chancel. Any guild who would like to put forth a suggestion for the use of funds of the Memorials Committee are asked to contact one of its members.

Organ Committee

The Organ Committee was formed and began its work in 2014, so it is delighted in 2020 to have a new organ finally being constructed for installation in Grace Church in August 2021. The organ builder is Casavant Frères of Saint-Hyacinthe, Québec, selected because of the long history of excellent organ building of that firm and because of both instrument design and quality of work. We were seeking an organ that offers the depth and richness of sound to support hymn singing and that also offers a breadth of color to support our liturgy as well as for recitals and concerts. As Martha Burford, our Minister of Music, has said, "Our worshipping life is steeped in Anglican tradition and vibrant in understanding that liturgy is full of color and sound and senses attuned to move us to glorify and thank God." We expect this new instrument to serve Grace Church for 100 years or more. Because we were cognizant of our limitations in terms of space and finances, we also sought the most complete instrument that would fit in our space while at the most reasonable price for its size. Based on all of these considerations, we determined that the instrument proposed by Casavant Frères was the best choice for Grace Church.

The cost of the organ is \$832,300, after a few design revisions by Martha Burford and Simon Couture of the Casavant company. The Church's Strategic Financial Planning Committee, in conjunction with the Finance Committee, chaired by

David Hansen and comprising Fr. Tuck Bowerfind, Gail Dickerson, Don Ellis, Tom Gosse, Margaret Haberman, Buster Lewis, Bill McCorkle, Liz Moss and Steve Shultis, determined that the church has sufficient resources available to purchase the organ. We entered into a contract with Casavant Frères in February of this year to begin construction of a 23-rank instrument that will occupy the same space in the chancel of the church as houses the present organ. The instrument will have a moveable console, which will allow flexibility in the chancel for seating of the choir or for occasional other uses of the space.

During 2020 payments due to Casavant Frères totaled \$499,380. The sources of these funds included donations from church members designated specifically for the organ, the balance of the Rectory Fund (which resulted from the sale of the original rectory to David and Melissa Cox when David retired as rector), and the Osburg Fund (an unrestricted bequest from Dorothy Osburg). In 2021, payments due to Casavant Frères will total \$291,305, which will be paid from the sale of the former Crittenden residence on Grey Dove Lane. In 2022, after final approval and acceptance of the organ, the final payment due will be \$41,615, the source of which will be the remaining balance of the proceeds from Grey Dove Lane and approximately \$12,000 in new donations from church members.

Redesign and renovation of the chancel has been under discussion for some years, and it was determined that that work should be done in conjunction with the installation of a new organ, not because renovation is required to accommodate the organ but because of other practical and worship practice issues. An architectural committee chaired by Buster Lewis will present a separate report about that project, but the timing of chancel renovation in conjunction with organ installation is critical. Obviously, before a new organ can be installed, the present instrument must be removed, no minor task in itself. We have engaged the firm of Lewis & Hitchcock to do that work and they have assured Martha Burford that the present organ will be removed in January 2021, so as to be done before renovation of the chancel commences. And of course, it is important that renovation of the chancel be completed before the new organ is installed in August 2021.

We have received assurance from Simon Couture of Casavant Frères that progress on the construction of our organ is on schedule and that the instrument will be ready for installation in August of 2021.

To conclude this report, I offer special thanks to the other members of our Organ Committee—Martha Burford, Jeanne Eichelberger, Tim Gaylard, and William McCorkle—for the dedication and time required for this project over the past several years, and for their expertise in guiding us to an excellent decision.

Respectfully submitted, Robert Glidden, chair

Property Committee

The 2020 members of the Property Committee are Elizabeth Boetsch, Tuck Bowerfind, Rector, Merce Brooke, Melissa Cox, secretary, Gail Dickerson, Senior Warden, John Dickerson, Punky Dod, vestry liaison, Don Ellis, chair, Keith Gibson, Bill Kozak, Security Committee liaison, Mary Katherine Lawrence, Susan Lawrence, Liz Moss, Junior Warden, Pat McGuire, Woody Sadler, Steve Riethmiller, and Gordon Woodcock.

The ministry of the Property Committee involves overseeing or performing routine maintenance of the buildings and grounds of the church, including budgeting for such matters; planning and executing future replacement of major systems of the buildings and grounds of the church; coordinating with the Security Committee on matters affecting the security or safety of the property of the church, staff, all who use the property; and coordinating maintenance and/or repairs of the church building with the Liturgical Architecture Committee and Clerk of the Works for the construction of improvements in the Chancel,, and Undercroft and the installation of the new organ and its general maintenance thereafter.

Recognition and thanks are given to all members of the committee; each one took a leadership role and/or worked on specific projects, and we also thank Laurent Boetsch, the church's volunteer gardener.

We further recognize and thank Connie Bryant, the parish Sexton, for her dedicated and tireless service to the parish.

The committee is an active, hands-on group, and we are busy all the year. If you are interested in building maintenance and improvement, we will welcome you as a member of the committee.

During 2020, in addition to scheduled and unscheduled routine maintenance for the buildings and grounds, the Committee accomplished, by personal efforts and/or contractors where needed:

- A. Cleaning the gutters and downspouts of the Parish Hall to improve water drainage from the building.
- B. Purchasing a new freezer for the kitchen of the Parish House.
- C. Repairing lighting in the breezeway and parking area, installing motion activated lights over doors into the Undercroft, installing motion sensor activated lights in the rear foyer of the Undercroft and stairs leading to the Nave, replacing floodlights and repairing wall lamps in the balcony of the Nave.
- D. Installing new ballasts and LED lights in fluorescent light fixtures of the Parish House.

- E. Arranging seasonal clean-up efforts for the grounds and gardens of the church, and seasonal pruning, weeding, and watering.
- F. Enrolling the church in Dominion Energy's budget billing plan.
- G. Arranging and receiving a detailed inspection report on the church buildings to identify immediate repairs or improvements.
- H. Arranging for a pending capital needs assessment of the major systems of the two church buildings stating (1) the age of major systems, (2) an estimate of the future productive life, and (3) estimated cost of replacement, to guide future financial planning to have funds to do such work.
- I. Filing and collecting an insurance claim for damage to our elevator from an electrical storm incident on July 16, 2019.
- J. Repairing and painting the men's bathroom of the Parish House.
- K. Monitoring fire extinguishers in the two buildings for proper charges.
- L. Having Columbia Gas re-install a wobbly gas meter at the front entrance of the Parish House.
- M. Having a roofing company clean and repair the slate roof of the church and breezeway, and the slate and flat roofs of the Parish House and clearing downspouts on the church building.
- N. Planting a variety of new shrubs in the front of the Parish House, and improvement of the line of sight for vehicles departing from the driveway near the Hillel House.
- O. At the request of the Security Committee, updating a prior report of the Fire Marshal and obtaining a new inspection of the premises.
- P. Installing temporary fire detection and alarm sirens in the Parish House and in the church building, pending installation of permanent fire alarm systems.
- Q. Contracting with a professional fire alarm company which has started installation of a permanent fire alarm and smoke detector system in the church and in the Parish House, with 24 hour monitoring that will send automatic fire alarm notices to the fire department and church representatives; the goal is completion before the new organ is installed.
- R. Contracting with a stone mason to repair cracks on the patio and on the steps leading into the church and in the front wall masonry of the church around the Rose Window.
- S. Seeking quotes for restoration of the leaded glass windows of the Parish House, or in the alternative, for installing modern windows to replace the leaded glass windows of the Parish House.
- T. Removing the swings on the children's playground area for evaluation and restoration.
- U. Evaluating repairs of damage in the Atrium Room of the Parish House from a roof water leak.

- V. Providing space in the Parish Hall and nursery for children enrolled in the local YMCA's All Day Learning Center.
- W. Evaluating and recommending security cameras that will identify people who enter the buildings.
- X. Fall planting of bulbs in the flower beds in front of the church.
- Y. Removing from the rear of the church worn out fencing, burying the water drainage pipe, adding soil and ground cover, and installing new fencing to conceal the outside storage areas.
- Z. Planning the renovation of the old Conference Room to become the Rector's office in 2021.

Safety and Security Committee

This Committee was formed at the beginning of 2020. Membership includes the following persons: Liz Moss (Junior Warden), Donnie McBrayer (Security Chief), Gail Dickerson (Senior Warden), Anne Hansen, Mary Doyle, Bill Kozak, and Merce Brooke. The purpose of the committee is to address safety and security needs of Grace Episcopal Church.

The first task of the committee was to develop an Emergency Procedure Manual. The manual has been completed and approved by the Vestry. The Vestry will review the Manual each year in January and implementation of procedures will follow.

The Safety and Security Committee recommended that a monitored Fire Detection System be installed in the Church and Parish House. Following receipt of bids from three Fire Detection System companies, Star City was selected and approved by the Vestry. Installation of the Fire Detection System is now completed in the Parish House and will soon be completed in the Church Building.

The Committee also recommended as part of the Emergency Procedure Manual, that a 3 camera monitoring system be installed. The purpose of this system is to alert building staff when someone enters the building. Cameras will be located in the following locations: by the door under the bridge, by the elevator entrance from the outside, and on the bridge by the elevator. Bill Kozak researched and recommended the Blink Camera system and presented his findings to the Property Committee. The vestry has approved the purchase the Blink Camera System and it will be installed soon.

The safety and health of our church family has been foremost in our minds during this Covid-19 Pandemic. Anne Hansen, MD has been in consultation with Father Tuck regarding our options for in-person worship. Protocols to gather safely were developed and are reviewed on an ongoing basis to protect our staff and parishioners.

Liz Moss, Junior Warden

Strategic Financial Planning Committee

The Strategic Financial Planning Committee was formed as an ad hoc committee in 2019 to begin to help orchestrate the Church's overall financial plan in light of the Berry Bequest and the planned replacement of the organ, renovation of the Chancel, and repairs to the Parish House over the next several years. Goals included financial analysis, review of investments, and facilitation of discussion and planning among various committees.

In July, 2020 the Vestry voted to authorize the Committee as a permanent committee with continuing duties in the above areas and regular reporting to the Vestry.

Members of the Committee in 2020 included Tuck Bowerfind, Gail Dickerson, Liz Moss, Buster Lewis, Margaret Haberman, Tom Gosse, Steve Shultis, and Don Ellis, with David Hansen serving as Chairperson and William McCorkle serving as Vestry Liaison.

The Committee anticipates having six meetings in 2020. Areas of focus in 2020 have included review and categorization of Parish investments, financial analysis and coordination with the Finance and Investments Committee to confirm financing for the replacement organ, coordination with the Finance and Investments Committee during the market dislocation in the spring to reduce volatility in Church investments, regrouping as the markets recovered to review upcoming financial needs for Parish House and Chancel renovations, conducting an internal review of the Church's investments and portfolio construction and management, facilitating an external review of the Church's investments with the Church's investment advisor, and exploration of Diocesan fund management services. Current areas of focus include review of the Church's investment policy statement, and longer-term planning on expected capital expenditures.

Stewardship Committee

Chair - Dennis Cross

Members - Susan Cross, Carol Dent, Gail Dickerson, David Hansen, John Milford, Rob Minor

The Stewardship committee works to promote the use of our time, talent and treasure to carry out the mission of Grace Episcopal Church in the community and the world. Under the very experienced leadership of our chair, Dennis Cross, we started our planning for the fall Stewardship Campaign in August. The committee adopted this year's theme at Grace Episcopal, *Walking the Way of Love*, as the theme for the campaign.

The campaign kicked off with a mailing the third week of September and short messages during worship services from various committees about the work they are doing and what this has meant to them personally. A very heartfelt thanks to David Gates for sharing the work of the Outreach Committee; Sharon Massie and James Keane speaking on Pastoral Care; Elizabeth Grist testifying to the importance of the Education and the College ministries; Levi Lebsack and Jonathan Clawson drawing attention to the difference their experience of Worship at Grace has made in their personal and spiritual lives; and Carol Elmore summarizing how the Memorials Committee highlights the rich history of our church. The Stewardship Campaign makes all of these and other ministries possible in addition to supporting Grace's dedicated and talented staff. We are thankful for Brant Hellwig's inspiring lay sermon on stewardship towards the end of the campaign. The formal Stewardship campaign concluded on All Saints Sunday, November 1.

As of November 25th, we are pleased that 121 parish families have pledged \$476,609 for 2021. Since the parish normally receives commitments through December, the committee will continue to follow up to advance towards the goal of \$550,000. Last year's campaign concluded with a record of more than \$503,000. Considering the difficulties experienced this year with Covid-19, we are sincerely thankful to parishioners for their unwavering commitment and support of Grace Episcopal Church.

Trustees

Parishioner Jane Brooke began her first term of service as a trustee of the Church in 2020, joining trustees Laurent Boetsch, Don Ellis, Woodson Sadler, and Robert Glidden. The trustees appointed Gail Dickerson to serve as a new member of the Gadsden Committee to begin in January 2021. Woodson Sadler, who began his service on the Gadsden Committee in January 2020, is the official trustee representative on the Gadsden Committee.

The trustees conducted one piece of official business in 2020, representing the church as signatories for the sale of the church's house and property at 4 Grey Dove Lane in Lexington in November.

Respectfully submitted,
Robert Glidden, Chair

According to Article XIII of the Grace Church Bylaws, the Vestry shall elect five (5) members of the Parish who are qualified voting members of the parish according to Article II to serve as Trustees of the Parish. Trustees are elected by majority vote of the Vestry to serve a term of six years. A trustee may be reelected

by majority vote of the Vestry for one additional six-year term. Following are the terms of current trustees.

GRACE CHURCH TRUSTEE TERMS (April 2020)

Trustee	Term	Term Ends
Laurent Boetsch	1	12/31/25
Jane Brooke	1	12/31/26
Don Ellis	1*	12/31/24
Robert Glidden	2	12/31/21
Woodson Sadler	1	12/31/25

*Serving unexpired term, eligible for election to a second, full 6-yr term starting 1/1/25

United Thank Offering

2020 Annual Report of the United Thank Offering

Mission: Put coins into the Blue Box with thanksgiving, prayer and generosity. Take blessings out of the box for grants extending the Church's faithfulness to God's mission. "Our change changes lives"

Grace Episcopal Church, Lexington, Virginia, is blessed by many constants in our faith, among them the United Thank Offering. Even the unprecedented and ongoing coronavirus pandemic has had a minimal, if any, negative impact on our thankful and loyal supporters of UTO.

Records since 1938 attest to this parish's generosity and commitment to the Diocese of Southwestern Virginia and the worldwide Episcopal ministry of UTO. From humble beginnings in 1889, this now permanent and vital arm of God's mission in the Episcopal Church USA continues its work through the daily discipline of thanksgiving prayer and offerings, collected first in Blue Boxes by individuals or families at home, and then at parish ingatherings twice a year. From each parish these offerings sent to its diocese are forwarded to the Domestic and Foreign Missionary Society for investment until awards are granted for mission the following year.

Originally the sole concern of women of the church, UTO has grown to welcome the participation of all faithful and grateful persons who benefit from God's blessings. Thankfulness is central to our worship at Holy Eucharist, and UTO offers an extension of that sacrament at home for individual and family devotion and prayer. Always and everywhere we are called to give thanks, and the Blue Box used daily is one way to fulfill our Baptismal Covenant. As a result, ingatherings are *not* ordinary or guilt-driven responses to a charitable solicitation. Instead, they are simply "outward signs of inward God-given grace" and a joyful sacrifice of thanksgiving and generosity. Moreover, since the establishment of the UTO Memorial and Gift Trust Fund in 1982, every cent from ingatherings goes to mission.

Sometimes God's blessings from UTO come back home. Thanks also to the expertise of parish leaders who wrote the application, Grace Episcopal was the recipient of a grant in 2018 to provide welcoming space in the renovation of the church's undercroft for the development of Presiding Bishop Curry's vision for the "Beloved Community." We are especially thankful for all those in the parish who have annually supported the United Thank Offering. The following is a report of our 2020 spring and fall ingatherings, submitted by our parish bookkeeper Wendy Bearden. The proceeds below will help fund UTO grants in 2021.

Spring Ingathering on May 10	\$ 727.50
Fall Ingathering on November 8	1,796.00
Total	\$ 2,523.50

It has been a privilege and pleasure to have served my hometown church as UTO parish coordinator. As we prepare with thankfulness for the coming year, please welcome the service of Drusie Milford and Melanie Hooper, who will joyfully carry on this vital mission and ministry for the parish.

Thankfully submitted, Julia Littlefield, retiring Parish UTO Coordinator

Worship Committee

The Worship Committee primarily consists of staff, Vestry members, guild chairs, and several at large members. The focus of the committee is to collaborate on providing a meaningful worship experience to our members.

Tuck Bowerfind, (Rector), Sharon Massie (Program Director & Acolyte/Chalicerist Guild), Martha Burford (Minister of Music), Gail Dickerson (Senior Warden), Liz Moss (Junior Warden), Steve Shultis (Worship Committee Vestry Liaison), Jane Brook (Altar Guild), Barbara Luton (Taizé Guild), Merce Brooke (Usher Guild), Claudia Ellis & Elizabeth Boetsch (Flower Guild), Lisa McGuire (Lector Guild), Steve Riethmiller (At Large), Joanne Robblee (At Large/Chair).

Jeanne Eichelberger, who served on the Worship Committee since its inception, resigned from the committee for health reasons. Steve Riethmiller agreed to continue to serve on the committee for a second term.

Each guild is asked to prepare their own annual reports, which will be submitted separately. The purpose of the Worship Committee is primarily to ensure coordination of and collaboration of the guilds that directly support the worship program at Grace.

In January, Tuck asked for a compiled list of members of the various guilds of the church that support the worship program at Grace. (See attached-this updated list denotes members who have left a guild as well as new members joining a guild) One accomplishment is that there are four students now serving as lectors. Another accomplishment is the commitment of our guilds to support “in person” services as well as remote services during challenging times. It is impressive to see how many of our members support the worship services.

This year our primary focus has been on trying to offer services, both remotely and face to face during the COVID pandemic. Beginning in mid-March the Governor of Virginia declared a state of emergency with public buildings and churches being closed, except for certain exceptions. Within three weeks Grace Church was providing streaming services as our staff worked diligently to determine the best way to reach out to our members. The main priority has been to sustain focus on the need to take minimal risks due to the virus and at the same to encourage involvement of our members by providing options. This involved the staff very quickly becoming familiar with different remote formats, such as Facebook Streaming, Zoom, and using new technology. The Worship Committee had funds available to purchase a MEVO camera, which allowed us to offer services remotely.

Obviously, the learning curve for using this new technology is steep and there have been issues of WiFi connection, tumbling cameras, and operator errors along the way. Also, members at home have experienced difficulty accessing services via Facebook Streaming and Zoom. We are hoping to add a Technology Guild in the upcoming months to support our services. Currently Sharon Massie, Tuck Bowerfind, and Jim White are our IT folks.

Tuck is working with Dr. Anne Hansen on tracking the number of COVID cases in Rockbridge, Lexington, and Buena Vista, and using a formula to determine when we can have face to face services.

The diocese required that our staff develop a safety plan which focused on steps we as a church needed to take in order to have face to face services.

Some examples of the steps taken include:

Masks, wipes, and hand sanitizer are available in the Narthex.

Bulletins are printed and available for the congregants to pick up as they enter the church.

The offering plate is not handed around.

The Books of Common Prayer have been removed from the pews.

Seating is designated by pictures of our congregants to ensure social distancing.

A tri-fold plexiglass screen was engineered for lessons and sermons from the pulpit.

Only bread is handed out during communion.

Ushers wipe down the pews following each service.

Photos are taken at each surface to assist with COVID tracing.

Below is a timeline of what services were offered since the beginning of the COVID pandemic.

- Bishop Bourlakas suspended all public worship in the Diocese starting **4th Sunday of Lent, March 22 until at least Easter**. Up to 10 people were allowed to gather to produce recorded or live streamed services. Washington and Lee sent students home to complete the semester on-line. VMI extended spring break to April 17. Kendal was on quarantine. **We pre-recorded services and offered one live outdoor Palm Sunday (4/5) service with Eucharist. Other Holy Week and Easter (4/12) services were pre-recorded. We directed people to the National Cathedral for some services.** Altar and Flower guilds made Holy Week and Easter services as beautiful as ever.
- At the April meeting, the Worship Committee authorized the purchase of a MEVO camera to support livestreaming all our services. Martha continued to convene her choral groups – choir, ukulele, choral scholars, and others.
- **After Easter we offered the regular Sunday services at 8am, 10:30am, and 5pm on 2nd, 3rd, 4th Sundays. I alone received communion. Attendance was limited to priest, lector, and one or two others such as altar guild. Martha pre-recorded most music and performed some music live. Sharon continued offering a Children's Chapel via Zoom. We experimented with Zoom, Realm, Facebook, Mevo, and other apps to**

support worship, admin, finance, pastoral care, education with increasing facility and success.

- **The Bishop instructed us not to return to congregational worship before June 10, and that prior to regathering we had to submit a vestry approved regathering plan. I prepared a Regathering Plan** which was approved at the May Vestry meeting. We celebrated Ascension Day, Memorial Day, Pentecost (5/31), and Trinity Sunday (6/7) with live streamed services produced by 10 or fewer persons.
- Our regathering plan was accepted by the Diocese and **we began regathering June 14, 2020 with up to 34 households or individuals, masked, socially distanced, without singing or distribution of wine.** There were some technical difficulties trying to make the service available on ZOOM and Facebook while also producing a satisfactory live experience. Thanks to Keith Gibson for installing a new Shield on the Pulpit which will make it safer for us to read and speak without facemasks.
- We planned **a new rotation of Family worship services to begin August 30.** 2nd 4th and 5th Sundays we will offer a 9:15-9:40am Family Worship service in the Nave. 3rd Sundays we will offer a 5pm Family Eucharist in the Brooke Room. 1st Sundays at 10:30 the Eucharist will include a greater emphasis on the leadership and participation of families. We began planning for the changes in the nave expected to begin in 2021.
- We **suspended regathering for three Sundays- August 9, 16, 23** following guidance from local public health (esp Anne Hansen). We celebrated Eucharist via Zoom.
- We regathered August 30. Note: We did not celebrate Marc Nikkel this year because of covid based obstacles. But we acknowledged Marc Nikkel on September 6 and gave thanks for his work. We dedicated tuition funds for students in Sudan.
- We suspended regathering starting September 27 because cases were going up. This time we did not celebrate Eucharist. Instead we used Morning Prayer via Zoom September 27-October 18.
- We regathered for Louise Moore's Burial October 24 and for Sunday Eucharist October 25. Regathering continued through November 1. We plan

to continue congregational worship until November 29. That Sunday Morning Prayer services will be Zoom and Live streamed.

- We plan to resume congregational worship Dec 6- Christmas Day. Dec 27 and January 3, we plan to Zoom and livestream Morning Prayer.

In early November the decision was made to purchase additional technology equipment to provide more consistent quality remote services even once the pandemic is over.

Since the beginning of 2020, Tuck has worked with the Worship Committee as well as other committees to develop a yearly calendar for the church. Input, changes from what was done in the past, suggestions for new practices, and retaining successful services/programs have been discussed at our monthly meetings. By the end of December 2020, an annual schedule of services will have been compiled. Obviously major adjustments were made as we all worked to provide worship opportunities to our parishioners during the pandemic.

Tuck requested that the various guilds create a “Did You Know” list. Basically, this was a list of interesting trivia about the various guilds. This list was completed and shared in the weekly newsletter on October 18th. (See attached)

Joanne Robblee, the Worship Committee chair, will chair an ad hoc committee that will focus on finding new “homes” for items in the Chancel that need to be removed by February 8, 2021.

Looking ahead to 2021, the Worship Committee will be focusing on how to organize workshop services as the Chancel undergoes about a six-month long renovation to prepare for the new organ, which is due to be installed in August. Tentative plans have us worshipping in the Parish Hall.

As the new chair of the Worship Committee effective January 2020, I was impressed with the commitment of all the Guild chairs to support the scheduled service, whether remote or face to face.

Respectfully submitted,
Joanne Robblee, Chair

TAIZÉ GUILD – Barbara Luton

The Taizé service is held on the second Sunday of the month at 5 pm, and is a time of contemplation, silence, music, scripture reading, and the Eucharist. The Taizé Guild sets up approximately 40 battery powered candles for the service and assists the clergy and staff as needed. In "normal times" a number of people from the community attend as well as members of our Parish. Normal attendance can exceed thirty worshippers. Since March, services, when they do take place, have

been very small with usually no more than a dozen attendees. Occasionally the service has been on Facebook Live. The Taizé Guild members are Bill and Barbara Luton. If anyone might like to assist, please contact Barbara.

WORSHIP GUILDS OF GRACE EPISCOPAL CHURCH 2020

ACOLYTES GUILD

8:00 Service

Sharon Massie*

Patrick McGuire

Avery Hess

Molly Hellwig

Bill Luton

Gail Dickerson (sub only)

10:30 Service

Sharon Massie*

Joe Harrison

Patrick McGuire

Jack Harrison

Elise Brooke

Emma Brooke

John Brooke

John Thomas Loughhead

Ginny Price

Elaine Price

Potential

Kate Holston (6th Gr,)

John Milford (8:00)

TAIZÉ GUILD

Barbara and Bill Luton

ALTAR GUILD

BLUE TEAM

Tracey Riley*

Chris Howison

Carla Henson

Catherine Marcus

Anna Crockett

GREEN TEAM

Laura Stearns*

MJ Mayerchack*

Peggy Riethmiller

Mary Webster

~~Pam Traugott Adams~~ – resigned due to travel conflicts

Erika, Elise & Emma Brooke

RED TEAM

Jane Brooke*

Heather McBrayer

Gail Dickerson

Liz Moss

Joanne Robblee

YELLOW TEAM

Elizabeth Harralson*

Marlys Craun

Sharon Humphreys

Nancy Walker

Diana Kenney

Kitty Wainwright – new member

~~Julie Grover~~

Sue Denson

Elizabeth Branne

Carol Woodcock retired as supply procurement agent

FLOWER GUILD

Elizabeth Boetsch*

Claudia Ellis*

Elizabeth Harralson

Joy Harris

Kathy Kozak

Gail Dick

Carol Gosse

Renee Glidden

Peggy Riethmiller

Catherine Marcus

LECTORS AND CHALICIST GUILD

8:00 SERVICE

Diana Kenney (R)
Gail Dickerson (R,C)
Hank Humphreys (R,C) *(Trainer)
Helen Moore (C)
Holt Merchant (R,U)
~~Jeanne Eichelberger~~ (R) (Health)
Joanne Robblee (R)
John Milford (R,A)
Megan Hess (R)* (Scheduler)
Lori Sadler (R)
Lu Dooley (R,C)
~~Rob Apgar~~ (R,C) (moved)
Sharon Massie (R,C)
William McCorkle (R)
Eli Bradley (R) student

10:30 SERVICE

Alex Brown (R)
Anna Crockett (R)
Anne Hansen (R)
Buster Lewis (R,C)
David Connolly (R)

Dennis Cross (R)
Doug Ayer (R)
Elizabeth Harralson (R,C)
Farris Hotchkiss (R)
Ham Smith (R)
James Keane (R,C)
Jim Farrar (R)
Judy Schram (C)
Larry Boetsch (R)
Lisa McGuire (R)
Marjorie Connolly (R)
Mary Doyle (R,C)
Mary Webster (R)
Melissa Cox (R,C)
Pat Gibson (R)
Patrick McGuire (R,A)
Peter Fyfe (R)
Roger Crockett (R)
Sharon Massie (R,C)
Shay Peters
Elizabeth Grist (R) student
Grace Pelosky (R) student
Michael McLaughlin (R) student

MUSIC AND CHORAL GUILD

David Sorrels
Jonathan Clawson,
David Cox
Jay Crawford
Michael McLaughlin
Carol Dent
Mary Doyle
Tim Price
David Gates
Levi Lebsack
Pat Gibson
Margaret Haberman
Julia Littlefield

Anne Lamont-Schroer
Cecile West-Settle
Grace Pelosky
Demmanuel Gonzalez
Anne Sauder
Rob Dee
Marina Pratt
Alex Brown
Mary Etta Randolph
David Connolly
Marjorie Connolly
Catharine Gaylard

USHER GUILD 2020

Ushers 8:00

Holt Merchant*
Paul Robblee

Ushers 10:30

Anna Crockett*
AP Smith
Barton & Gail Dick
Bill Stearns
Bob Glidden
Brant Hellwig
David Hansen
David Wade
Don Ellis
Ed & Marlys Craun
Farris Hotchkiss
Frank Settle
Ham Smith
James Keane
Jerry Nay
Jim Farrar
Keith Gibson
Lynwood Dent
Steve & Peggy Riethmiller
Peter Fyfe
Robert Crockett
Tom Vinson
Willy Nelson
Wade Branner (Sub only)

COMPILED DID YOU KNOW...

Memorial Committee: Carole Elmore:

Did you know...

The church tower bell was a gift from Sara Henderson Smith, wife of Francis Henney Smith (considered father of Grace Church. He was superintendent of VMI for 50 years and oversaw the reconstruction of VMI after its destruction during the Civil War.) The bell was in memory of her first born daughter, Anna Smith (May 1889- May 1896). The bell weighs 1850 pounds.

Did you know...

All the stone needed to build Grace Church was given by Professor and Mrs. James J. White from their quarry.

Did you know...

The young Grace Church struggled monetarily for several years. In 1889 the Ladies' Aid Society of the church raised \$557.91 to pay for the rectory debt, cost of music, and the entire cost of fuel for a year of heating and lighting the church. They were also instrumental in having Mary Custis Lee's name added to the Lee window behind the altar.

Did you know...

Not until 1970 was a woman elected to the Vestry. Mrs. William (Varney) Badgett was elected to serve. She was also very active with the youth of the church. In 1972 she started the first Girl Scout Troop in Rockbridge County.

Did you know...

There is a plaque in the church saying "This Chancel is lighted to the memory of Henry Norgrove of Oxford, England and Matilda, his wife. They were the first Episcopalians to come to Rockbridge County" In the Nave there is a window commemorating them and another window in memory of their sons- Edward W. Norgrove (May 7 1863) and William Norgrove (May 4, 1863) killed in battle less than a week apart in the Civil War.

Taizé Committee: Barbara Luton:

Did you know...

There are 44 lit for each Taize Service on the 2nd Sunday of the month at 5 p.m. This is a quiet celebration of the Eucharist with readings, prayers, silence and music in the Taize tradition.

Did you know...

The centerpiece of our Meditation Garden located behind the church is a labyrinth created by local stonemason Michael Berry-Rec and patterned after the labyrinth at Chartres Cathedral in France. Labyrinths have been forms of walking prayer/meditation for generations.

Vestry: Steve Shultis:

Did you know...

The Grace Vestry meets monthly on the 4th Monday of the month at 5:00 pm. Usually these meetings occur in the Parish Hall but are currently via Zoom.

Did you know...

Wholly Conversation is an informal meeting of the Vestry to discuss various topics selected by the wardens and the rector. The location is the Parish Hall or via zoom and these meetings are scheduled for the 4th Monday of the month.

Did you know...

Vestry terms are for three years. 4 individuals per class. 12 total.

Worship Committee: Joanne Robblee:

Did you know...

The earliest record of candles in an Anglican church -- the Episcopal Church is an Anglican church -- is from the reign of King Edward VI. He called for two lights to be placed on the altar to symbolize that Christ is the light of the world.

They are lit and extinguished in a particular order so that the Gospel side candle is never burning alone. The Gospel side of the church is the left side as you are facing the front. So the candles are lit from right to left and extinguished from left to right.

Did you know...

Anointing with oil: Sacramental use of oil as an outward sign of God's active presence for healing, initiation, or ordination. Anointing with oil by smearing or pouring may accompany prayers for healing (unction) and the laying on of hands in the rite for Ministration to the Sick (BCP, p. 453). The signing with the cross of the newly baptized may be done by anointing with the oil of chrism, which signifies that the person is "sealed by the Holy Spirit in Baptism and marked as Christ's own forever." (BCP, p. 308). The oil for anointing may be scented, with different fragrances used in services for healing, initiation, or ordination.

Did you know...

All things come of Thee, oh Lord, and of Thy own have we given Thee.

We find these words in the Old Testament of the Bible; 1 Chronicles, chapter 29, after God has decreed that a temple be built. New International Version 29 Then King David said to the whole assembly: "My son Solomon, the one whom God has chosen, is young and inexperienced. The task is great, because this palatial structure is not for man but for the LORD God. 2With all my resources I have provided for the temple of my God—gold for the gold work, silver for the silver, bronze for the bronze, iron for the iron and wood for the wood, as well as onyx for the settings, turquoise,[a] stones of various colors, and all kinds of fine stone and marble" 6Then the leaders of families, the officers of the tribes of Israel, the commanders of thousands and commanders of hundreds, and the officials in charge of the king's work gave willingly. 9The people rejoiced at the willing response of their leaders, for they had given freely and wholeheartedly to the LORD. In verse 14, David says: "But who am I, and who are my people, that we should be able to give as generously as this? Everything comes from you, and we have given you only what comes from your hand."

Flower Guild: Claudia Ellis & Elizabeth Boetsch

Did you know...

After someone signs up to donate flowers for a particular day, someone will call them to discuss their interest. Is it a special occasion, or are there particular colors requested, etc.? We, also, go by the church calendar for specific colors or styles. When that is determined we think about garden flowers or florist flowers and order what is needed. For special seasons, Christmas and Easter, we rely on tradition, but we try to add our own touch. Sometimes the touches are small and not too obvious.

Usually, on Monday morning, someone will take the flowers apart and make several arrangements which are then delivered to the donors or various members. We are fortunate to have eleven members with so much creativity and interest in arranging the flowers, and we all look forward to seeing what each other comes up with.

Did you know...

Lent is a more solemn season of preparation for the Easter Triduum. Any decoration of the **Church** is supposed to be more subdued than normal with a few exceptions like Laetare Sunday, the fourth Sunday of Lent. **Flowers** are specifically banned as decorations around the altar for nearly all of **Lent**.

Altar Guild: Jane Brooke

Did you know...

Water used during the washing of the priest's hands at Mass, is not allowed to be disposed of in regular plumbing. Episcopal churches will usually have a special basin (a Sacarium) that leads directly into the ground for the purpose of proper disposal.

Did you know...

That the corporal (the “placemat” under the chalice) takes its name from the Latin *corpus* (meaning body)?

Did you know...

That the custom of covering the altar with a cloth for the Eucharist can be documented as early as the second century?

Did you know...

That the linen on top of the altar is called the *fair linen*? The BCP directs that at the Eucharist the altar is spread with a clean white cloth during the celebration.

Historically in the early church, a small table was brought out and put in place for the liturgy of table. A white cloth was put in place on the table at this time.

Did you know...

The consecrated bread of the Eucharist – the host, derives from the Latin term, *hostia*, ‘victim,’ which reflects an understanding of the Eucharist in sacrificial terms relative to Christ’s death on the cross. The individual wafers of the Eucharist may be referred to as “hosts.” Many parishes use a large host that is broken by the celebrant at the fraction. This “Priest’s Host” may be decorated with Christian symbols that are pressed into the large wafer. It is typically placed on the paten (silver dish) prior to the service.

Music: Martha Burford

Did you know...

Four Sundays before Christmas, Advent begins the liturgical new year. The first two weeks especially emphasize the theme of painful longing and waiting for the birth of Christ. Holding to the calendar is a means of discipline as well as educating the

congregation about the reasons that led to the birth of Christ. Those themes are expressed in well-known Advent hymns such as "Come, O Long Expected Jesus," "There's a Voice in the Wilderness," and, of course, "O Come, O Come, Emmanuel." In our culture of instant gratification, the need to await actively for the coming of Christ is part of the Advent season.

Did you know...

When you say or sing "Holy, Holy, Holy, Lord God Almighty; the whole earth is full of your glory" what part of the Eucharist are you participating in? Yes, the Sanctus with "heaven and earth." Does it surprise you that those words are uttered during Kedusha in Jewish liturgy and the words are words uttered in Isaiah 6:3.

Did you know...

That the words of "Come, thou fount of every blessing," were written by Robert Robinson? His conversion happened one night when he went to an evangelist meeting with some friends to heckle the preacher. Instead, he heard God calling him to serve. He wrote the hymn text in 1758, when he was 22 years old, for his congregation's Pentecost celebration.

Did you know...

That many hymns are metrical (rhythmically metered) paraphrases of psalms? And, have you ever thought about this? Isaac Watts' famous, "Joy to the World," is really a paraphrase of Psalm 98, and doesn't really refer to the birth of Christ. Watts titled the hymn, "The Messiah's Coming and Kingdom." Do you wonder if we should sing it during Advent, as it engages the language of Psalm 98 and the Lord's coming?

Did you know...

That the little numbers and letters at the bottom right of hymns stands for the meter of the lines? CM-common meter consists of four lines that alternate iambic tetrameter-iambic trimeter, (8.6.8.6...) SM-short meter is 6.6.8.6. Other hymns, such as "Love Divine all loves excelling" can be trochaic or iambic 8.7.8.7.D.



Worship Committee: Joanne Robblee

Did you know...

Tippet is a scarf-like narrow piece of clothing, worn over the shoulders. Tippers evolved in the fourteenth century from long sleeves and typically had one end hanging down to the knees.

Did you know...

Alb is long white robe symbolizes the garment of the newly baptized, also the purity of the soul required for communion, and the garment in which Pilate clothed Christ

Did you know...

Cincture is used as a belt to gather the alb at the waist. It is most often white, but can be the color of the day or liturgical season. If a stole is worn it is slipped through the knots on the cincture. This helps the stole to be stabilized.

Did you know...

Stole is a long narrow strip of cloth, worn about the neck and down the front of the priest, usually over the alb. The stole is an article of enormous importance as it indicates the state of the ordained office. Like the cincture, the stole can be the color of the day, or liturgical season.

Acolytes & Christian Education: Sharon Massie

Did you know...

The acolytes can tell you how many total lights are in the chandeliers in the nave?

Did you know... The Elise, Emma, John Brooke, their mother, Erika, and their grandfather, George, have all served as acolytes as youth at Grace/RELee?

Did you know...

That adults can be acolytes too?

Did you know....

The implement used to light the altar candles is cleverly called the candle lighter. Some folks call it the "acolighter."