

The Church of the Holy Spirit (Episcopal)

Our Parish Mission Statement

*We proclaim Jesus Christ as Savior and Lord,
welcome all people and serve one another in love.*

2023 ANNUAL REPORT

PRESENTED TO THE
ANNUAL PARISH MEETING
January 28, 2024



No matter where you are on your journey with God or toward God, you are welcome at this table.

No matter where you have been, believe that God has brought you here.

No matter how you hunger and thirst, share with us in this meal of God's love and the life of Jesus.

RECTOR

Rev. Patrick C. Ward

WARDENS

Celia Calhoun
Brenda Ridgeway

CLERK

Priscilla Isner

TREASURER

Chris Crighton

VESTRY MEMBERS

Nancy Boccia
Dianne Fromm
John Harter
Jennifer Marlin
Ann Pike-Paris
Michele Puzo
Jack Sasso
Betty Suraci

STAFF

Office Assistant	Debbi Manning
Space Use Manager	Arline Consiglio
Minister Of Music	Joan Kirchner
Property Supervisor	Wayne Currey
Weekend Custodian	Matthew Harman

Front Cover Art by Brian Schnetzer

Back Cover Art by Dan Joy

Edited by Celia Calhoun, Brenda Ridgeway, and Anne Koehler

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CHS 2023 ANNUAL REPORT – PART I

Information for January 2024 Annual Meeting

WARRANT

The Annual Meeting of The Church of the Holy Spirit (Episcopal), in the County of Barnstable, Town of Orleans, Commonwealth of Massachusetts, will be held in the Parish Hall and by Zoom at 11:30 a.m. on Sunday, January 28, 2024, to act on the following:

- 1) To receive and approve the Minutes of the Annual Meeting of The Church of the Holy Spirit on Sunday, February 12, 2023;
- 2) To elect:
 - one (1) Warden for a two (2) year term;
 - one (1) Warden for a one (1) year term;
 - one (1) Parish Treasurer for a one (1) year term;
 - one (1) Parish Clerk for a one (1) year term;
 - four (4) members to the Vestry for two (2) year terms each;
 - one (1) member to the Vestry for a one (1) year term
 - one (1) Diocesan Convention/Deanery Delegate for a two (2) year term.
- 3) To receive the Fiscal Year 2024 Budget adopted by the Vestry;
- 4) To receive all Reports that are presented.

In the event that a weather emergency requires the cancellation of the in-person meeting, it shall be held by Zoom on the same day, Sunday January 28, 2024 at 11:30 a.m.

In Witness Whereof, I do hereby set my signature this 10th day of January 10, 2024.

Priscilla C. Isner

Priscilla C. Isner,
Parish Clerk

MINUTES OF THE ANNUAL MEETING HELD ON FEBRUARY 12, 2023

(In person and on Zoom)

THE CHURCH OF THE HOLY SPIRIT (EPISCOPAL)

Orleans, Massachusetts

We proclaim Jesus Christ as Savior and Lord, welcome all people, and serve one another with love.

WELCOME, WARRANT, AND INVOCATION: Celia Calhoun, Warden, welcomed everyone. Registrars were Ann Pike-Paris, Hanna Schneider and Kathy Goddard, with Nancy Boccia counting Zoom attendees. The Rev. Patrick Ward gave the Invocation and Priscilla Isner read the Warrant and called for the Quorum: Ann Pike-Paris reported 118 parishioners being present in the room and on Zoom.

QUORUM AND APPOINTMENT OF TELLERS: Celia Calhoun called the meeting to order and declared the Annual Meeting in Session and appointed Tellers: Tom Dewing, John Harter, Page McMahan, and Michele Puzo; and the Clerk appointed for the meeting was Priscilla Isner.

MINUTES OF THE 2023 ANNUAL MEETING: Priscilla Isner called for a motion to receive and approve the Minutes of the Annual Meeting held on February 13, 2023; proposed by Steve Koehler, seconded by John Harter, which passed.

REPORTS:

The following gave their reports:

- Chris Crighton: Treasurer's Report for 2022 and the 2023 Budget
- Brenda Ridgeway: Report of the Wardens
- Patrick Ward: Report of the Rector

(All reports are included in *The Church of the Holy Spirit 2022 Annual Report* available in the church office files and on the church website at <https://holyspiritoreans.org/wp-content/uploads/2023/02/CHS-Annual-Report-2022.pdf>.)

Bill Gardiner proposed a motion to receive the Fiscal Year 2023 Budget as adopted by the Vestry. Bob Hubby seconded, and the motion has passed.

Liz Tunney proposed a motion to receive the reports that were presented in the annual report, Kate Paradise seconded, and the motion passed.

NOMINATING COMMITTEE REPORT: As Chair of the nominating committee, Tom Dewing presented the nominating committee report and placed these names in nomination:

Vestry

Brenda Ridgeway	Warden	2nd 2-year term
Gordon (Chris) Crighton	Treasurer	4th 1-year term
Priscilla Isner	Clerk	2nd 1-year term
Dianne Fromm	Vestry member	1st 2-year term
Jennifer Marlin	Vestry member	1st 2-year term
Ann Pike-Paris	Vestry member	2nd 2-year term
Elizabeth Suraci	Vestry member	1st 2-year term

Diocesan Convention and Deanery

Katherine (Kate) Paradise

Delegate

2nd 2-year term

Cynthia Murray

Alt. Delegate

2nd 2-year term

Brenda Ridgeway, Warden, called for additional nominations from the floor or on Zoom for the open positions. There were none. She closed nominations and asked for a motion to instruct the Clerk to cast one ballot electing the slate of candidates as presented. Ike Cole so moved, Rich Weeks seconded, and the motion passed. The Clerk cast her ballot.

DEPARTURE OF OUTGOING OFFICERS/VESTRY MEMBERS: Patrick Ward offered a prayer; gifts presented to Hanna Schneider, Kathy Goddard and Tom Dewing.

INSTALLATION OF NEW OFFICERS/VESTRY MEMBERS: Patrick Ward offered a prayer; installation of Dianne Fromm, Jen Marlin and Betty Suraci to the Vestry.

OPPORTUNITY FOR COMMENTS: Brenda Ridgeway asked for comments. Angella Graham asked for an explanation of the position of Assistant Priest. Patrick answered that he is looking for a half time person who understands community, is flexible and has deep faith. Rick Paris commented that he is glad Patrick is here!

BENEDICTION: Offered by Patrick Ward

ADJOURNMENT: Celia Calhoun called for a motion to adjourn the meeting, seconded by John Harter and unanimously passed. Ended at 12:46

Respectively submitted,
Priscilla C. Isner, Parish Clerk

TREASURER'S REPORT FOR 2023

Operating Account

Overview: 2023 was a year of growth, recovery and optimism for our parish. Although COVID will never go away, we adapted to its presence in our lives and learned to live with it. Our new rector took hold of the reins and led us in new directions in 2023 while affirming all the lay ministries in which we are engaged. Our finances prospered as new members joined our family. Our income exceeded expectations by a wide margin, while our expenditures exceeded our planning figure by far less. The result was a five-figure surplus at the end of the year. Although the draw on our investments remained unsustainably high, we did reduce it to 6.3%. It should be noted that our budget had included funds for hiring a second clergyperson, which did not happen.

Income: full-year operating income was \$686,645, over \$45,000 above expectations and \$49,000 above 2022. Pledge, unpledged income, loose plate, holiday giving, and fund raising events were all higher.

Expenditures: we spent almost \$11,000 more than budgeted, which was more than balanced out by our income overage. The single biggest spending category to exceed budget was our property upkeep, as deferred maintenance issues continued to crop up. An electric rate increase didn't help. We are confident, however, that we are making progress against the backlog.

Non-Operating Accounts

The Church of the Holy Spirit maintains 28 non-operating funds. These may be:

- Restricted (given by donors to the church for specific, temporarily or permanently restricted purposes), a category which includes our endowment funds;
- Designated (set aside by the Vestry for specific goals).

They may be held or spent over several years, unlike the operating account which is focused on annual spending for salaries, benefits, and immediate operating needs. These funds are held in checking accounts, a money market account, and in large part at our Diocese's Diocesan Investment Trust (see below).

Checking and Money Market Accounts

The church holds funds in checking accounts and a money market account, all at the Cape Cod Five Cents Savings Bank, which include the operating balance as well as the cash portion of the non-operational funds mentioned above. At the end of 2023 the total balance in these accounts was \$127,427.

Diocesan Investment Trust

Our invested funds are managed by the Trustees of Donations to the Protestant Episcopal Church, generally known as the Diocesan Investment Trust (DIT). Thirteen of our non-operating funds hold positions in this investment portfolio, which are outlined in the attached DIT report. These positions are invested in two funds at the DIT, with goals of 65% in the Stock Fund and 35% in the Income Fund.

This year the DIT experienced quite a few ups and downs as market volatility led to an unsettled investment landscape. In the end, though, the DIT finished strong, with a gain of over 9 percent in the fourth quarter and over 16 percent for the year. When our substantial withdrawals are factored in, our portfolio still grew by over \$300,000, or 6.2 percent.

2023 Outreach

The 2023 Outreach Donations Report can be found on p. 42, following the report of the Outreach Committee. It lists Outreach donations from our operating budget, non-operating funds, and from our other organizations and committees.

Respectfully submitted,
Chris Crighton, Treasurer

OPERATING BUDGET FOR 2024

The 2024 operating budget was approved by the Vestry at its January meeting, and is included in the attached pages along with the 2023 actual figures.

Overview: the 2024 operating budget projects an operating deficit of just about \$2,400. This figure is achieved only by drawing at the high annual rate of 5.9 percent from our invested funds. While this is a good decrease from last year's 6.3 percent, the decreases must continue.

Income: operating income is expected to be around \$677,700. This is due in large part to the overwhelming response to our stewardship campaign, which saw an increase of over 18 percent in the amount pledged.

Expenses: operating expenses will increase by about \$28,000. These increases will occur across all expenditure categories.

As I finish my final year as your treasurer, I cannot say "thank you" often enough to all those who kept my head screwed on straight over the last four years. The Finance Committee was always ready with

advice and alternate viewpoints; the wardens and rector stuck with me even when I made no sense at all; and Buildings and Grounds – that would be Brian, Dave, and Ann – were always there to patiently answer my questions, including the ones I had asked twice before. But finally, I must thank you, our parish family. I will admit that sometimes in the last four years I have been tempted to allow some disappointment to sneak in. But your response to this year's stewardship campaign has just blown me away. THANK YOU!

Respectfully Submitted,
Chris Crighton, Treasurer

BUDGET FOR 2024

Church of the Holy Spirit					
				Actual	Approved
Updated 1/17/24				2023	2024
OPERATING BUDGET					
Income					
5000 Operating Income					
		5010 Pledges		275,954	313,585
		5015 Prior year pledges		3,075	3,500
		5020 Unpledged income		49,310	44,000
		5030 Loose plate		14,033	7,000
		5040 Holiday giving		3,246	1,000
		5050 DIT withdrawal		284,484	266,723
		5060 Parish hall use		8,405	10,000
		5070 Fund raising events		30,323	13,500
		5080 Galley West		724	
		5085 Solar array Income		16,953	18,000
		5090 Bank interest		434	0
		Total 5000 Operating income		686,941	677,308
Expense					
6000 Personnel					
		6001 Payroll			
		6010 Rector stipend		104,779	109,285
		6020 Assisting priest stipend		0	0
		6030 Minister of music		43,636	46,856
		6050 Personnel adjustment		4,840	
		6055 Office assistant		27,100	26,802
		6060 Property supervisor		40,487	44,621
		6065 Weekend custodian		7,175	15,473
		6070 Child care		1,576	2,000
		6080 Employer FICA		16,686	18,000
		6085 Payroll expense		1,547	1,650
		Total 6001 payroll		247,826	264,687

Church of the Holy Spirit							
						Actual	Approved
			Updated 1/17/24			2023	2024
			6200 Personnel benefits				
			6210 Rector travel			656	1,000
			6215 Assisting priest travel			0	
			6220 Clergy pensions			17,710	21,589
			6230 Clergy medical insurance			17,562	18,000
			6235 Clergy dental insurance			1,114	1,200
			6240 Continuing education			0	1,000
			6250 Staff pensions			7,585	8,200
			6260 Staff health insurance			43,092	45,000
			6270 Staff IRP (disability)			574	625
			6275 Staff life insurance			423	430
			6280 Sabbatical account			0	1,600
			Total 6200 Personnel benefits			88,716	98,644
			6300 Outside contractors				
			6310 Bookkeeper			10,669	11,075
			6320 Supply clergy			2,400	3,500
			6330 Supply organist			1,200	1,000
			6340 Contract Cleaning			5,985	6,404
			Total 6300 Outside contractors			20,254	21,979
			6499 Search Expense			0	
			Total 6000 Personnel			356,796	385,310
			7000 Office/administration				
			7010 Office/administration			6,401	6,500
			7020 Postage			1,987	2,000
			7030 Office equipment/maintenance			5,368	6,000
			7040 Diocesan affairs			583	600
			7050 Audit			5,816	11,000
			7055 Personnel			510	500
			7060 Stewardship			1,216	1,300
			7065 Solar loan interest			5,818	6,600
			7070 Communications			10,672	11,000
			7075 Appreciation			0	225
			Total 7000 Office/administration			38,371	45,725
			7400 Mission				
			7410 Church school			1,959	2,500
			7415 Youth Group			1,087	1,000

Church of the Holy Spirit							
						Actual	Approved
Updated 1/17/24						2023	2024
			7420 Adult education			1,046	500
			7430 Advertising			5,045	5,000
			7445 Free shop			204	200
			7450 Membership & growth			893	900
			7460 Outreach			40,000	40,000
			7465 Discretionary fund			0	0
			7470 Peace and justice			185	200
			7475 Health ministries			223	2,300
			7480 Altar guild			891	1,000
			7485 Worship			1,186	750
			7490 Music/choir supplies			1,319	2,000
			7495 Flowers			(1,463)	1,000
			Total 7400 Mission			52,575	57,350
			8000 Diocesan assessment			59,967	69,685
			8500 Property expenses				
			8510 Operating supplies			7,858	8,500
			8520 Repair & maintenance buildings			38,895	15,000
			8525 Maintenance capital equipment			0	3,500
			8530 Grounds maintenance			19,322	16,000
			8535 Snow & trash removal			2,838	2,400
			8540 Pest control			1,783	1,750
			8550 Seaside alarm systems			1,572	1,750
			8555 Natural gas PH, church, rectory			8,345	10,000
			8560 Electricity PH, church, rectory			18,410	19,000
			8565 Water			859	1,000
			8570 Furnace/boiler/AC maintenance			8,946	6,500
			8575 Elevator maintenance			7,925	5,500
			8580 Rectory improvement			0	2,500
			Total 8500 Property expenses			116,753	93,400
			9000 Insurance				
			9010 Commercial package/umbrella			24,330	25,000
			9020 Workers' compensation			3,046	3,220
			Total 9000 Insurance			27,376	28,220
			Total expense			651,838	679,690
			Net Income			35,103	(2,382)

Church of the Holy Spirit							
						Actual	Approved
				Updated 1/17/24		2023	2024
				CAPITAL IMPROVEMENTS BUDGET			
				Replacement of eight HVAC units (two systems) in the Parish			60,000
				Repave and paint the parking lot			19,500
				Total			79,500

CHS PORTFOLIO (DIT) REPORT

1 January – 31 December 2023

Fund Name	1 January 2023	31 December 2023	Additions/ Transfers	Withdrawals	% Gain/Loss YTD
Endowment	\$ 1,311,656	\$ 1,444,974	\$ -	\$ 87,436	10.2%
General	\$ 349,690	\$ 384,724	\$ -	\$ 22,792	10.0%
Frances Nickerson Endowment	\$ 1,737,906	\$ 1,855,244	\$ -	\$ 185,257	6.8%
Chapman Bequest	\$ 913,553	\$ 1,010,990	\$ -	\$ 58,300	10.7%
Galley West	\$ 6,749	\$ 8,108	\$ -	\$ -	20.1%
Hagenbuckle	\$ 16,938	\$ 18,125	\$ -	\$ 2,000	7.0%
Memorial	\$ 19,720	\$ 23,395	\$ -	\$ -	18.6%
St. Fiacre	\$ 58,974	\$ 67,306	\$ -	\$ 2,367	14.1%
Capital Improvement	\$ 10	\$ 11	\$ -	\$ -	13.4%
Angelica	\$ 39,212	\$ 46,691	\$ -	\$ -	19.1%
Scholarship	\$ 5,396	\$ 6,406	\$ -	\$ -	18.7%
Seale Varga Communications	\$ 58,666	\$ 69,500	\$ -	\$ -	18.5%
Badger/Morgan/Heed	\$ 295,418	\$ 334,965	\$ -	\$ 15,796	13.4%
Totals	\$ 4,813,889	\$ 5,270,439	\$ -	\$ 373,948	9.5%
Net Increase		\$ 456,550			

The Endowment, General, Nickerson and Chapman (75%) funds support the operating account.

The Chapman Bequest also supports the Capital Improvements fund (25%).

The Galley West fund belongs to the Galley West Artists' Gallery. We administer it for them.

The Hagenbuckle fund provides camp scholarships for special needs children.

The Memorial fund is used as the Vestry may direct.

The St. Fiacre fund supports the gardens and trees within the gardens.

The Capital Improvement fund supports repairs and additions to the property which would be eligible for depreciation in a commercial setting.

The Scholarship fund provides \$1,000 scholarships to deserving graduates of Nauset Regional High School.

The Seale Varga fund supports the parish's communications and media activities.

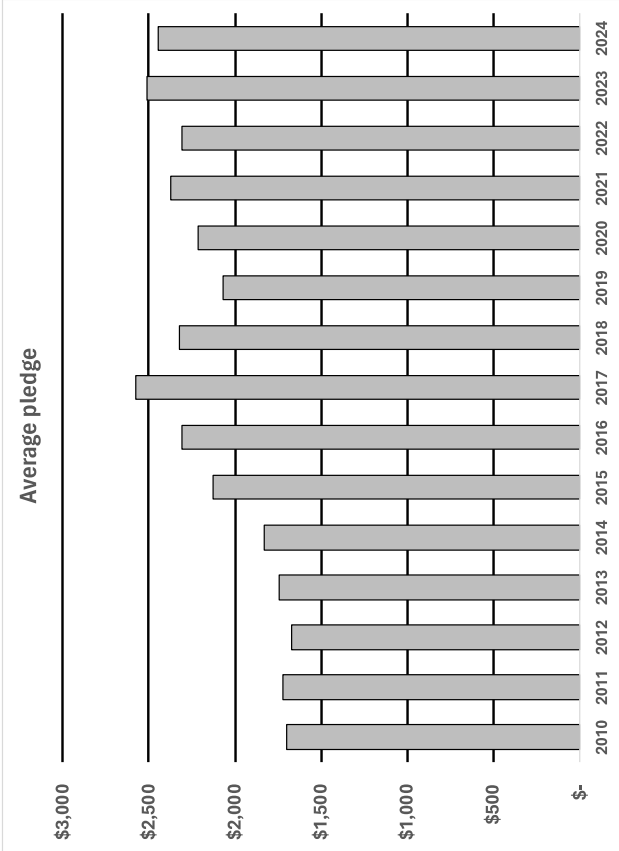
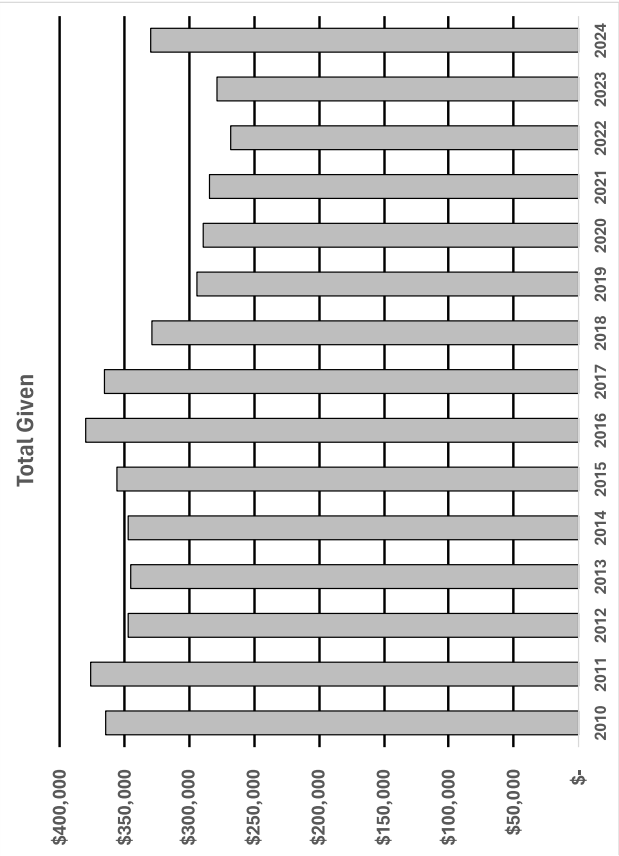
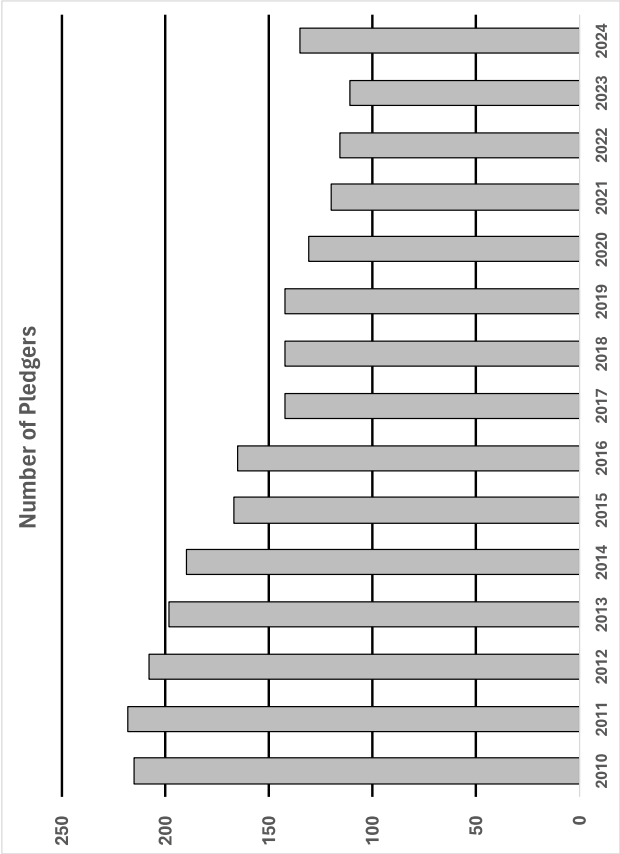
The Badger/Morgan/Heed Fund supports Outreach.

Pledge History

2023 vs 2024

Level	2023	2024
\$10,000+	5	4
\$5,000-\$9,999	9	12
\$1,000-\$4,999	69	81
<\$1,000	28	38
Σ pledges	111	135
Total	\$278,659	\$330,089
Average	\$2,510.44	\$2,445

New	14	31
Increased	40	51
Unchanged	50	48
Decreased	7	5



REPORT FROM THE WARDENS

In the life of The Church of the Holy Spirit, 2023 has been a busy and fruitful year! Our rector, The Reverend Patrick C. Ward has completed his first full year with us, and we have benefitted from his guidance, wisdom, and love. We have also enjoyed getting to know Patrick and his husband Roger while participating in the various activities in the life of the church.

A highlight of our year was our Celebration of Ministry held on Friday, March 24. The Church of the Holy Spirit officially received The Rev. Patrick C. Ward as our Rector. The Right Reverend Alan Gates celebrated, and the Reverend Bill Rich, a mentor and friend to Patrick, shared a message of promise and hope. Following the impressive service and exchange of gifts, we all experienced a joyous reception in the Parish Hall.

May was an especially busy month at CHS. The first week was spent setting up and conducting an extremely successful Rummage Sale. We welcomed many of our newer parishioners as they helped organize and sell the many wonderful items. Saturday, May 20th, marked the wedding ceremony of Patrick and Roger, and on Sunday, the entire congregation celebrated with them during coffee hour. On May 28th, we observed Pentecost and our 90th birthday with an outdoor prayer walk around the church campus, "beating the bounds", and a picnic lunch following our morning worship service.

Our hillside beautification has continued under the direction of Peter Jensen. Beautiful plantings were added and cared for during the summer months by our amazing group of garden volunteers. The church's grounds have received the official designation as part of Pollinator Pathway Cape Cod. Throughout the year, Peter has led several informative sessions with parishioners and the community to assist us in caring for our beautiful grounds as well as our own properties.

Our Stewardship and Sustainability committees combined under Patrick's leadership and met early in the year and often. They adopted our very effective theme--Love With Us--and conducted a very successful campaign. The Vestry, as well as many individual members have read and discussed *Invite, Welcome, Connect*. Many of us gathered with Patrick for a meal in a fellow member's home this fall. As a result of these endeavors and others, we have welcomed many new parishioners into our family this year. We have much work left to do, but the positive climate and new faces are a very welcome first step.

At the end of June, Food 4 Kids was celebrated with a party for its ten years of service feeding the children of our communities during the summers. Ruth Campbell (founder) and the current staff and leadership were honored, but this program would not happen without the numerous volunteers from CHS and the community who show up each day to prepare and pack the meals and then deliver them. The summer was a busy one, serving approximately 44,000 meals at fourteen child/teen-centered programs from July to August. During the fall months, Food4Kids and the Vestry have been working together to transition the leadership of this ministry from almost entirely volunteer-led to one with a paid Program Director.

May stands out as a busy month at CHS, but so were November and December. Another tremendously successful Holiday Bazaar was held the first Saturday in November. Many of us met with the Habitat for Humanity community at Brewster Baptist Church on November 6 to kick off the construction of our CHS-sponsored home being built in Brewster this winter and spring. The 45th Annual Antiques Show and Sale was held on the weekend following Thanksgiving, marking the return of the CHS Cafe. The Parish Hall was no sooner cleared of antiques, and the Holiday Arrangements crew was poised for a week of creating and selling their masterpieces. On December 17, the Free Shop celebrated its 50th birthday with a fabulous fashion show and potluck lunch. These celebratory events were all so positive, not only in terms of the income they produced, but also the community goodwill and spirit they engender.

As we come to the end of another program year, we want to express our deepest thanks to Joan Kirchner, the Bella Donnas, and the choir for enriching our worship and our lives with the presence of music. We thank Debbi Manning who managed the office efficiently and with her warm presence at every stage of the journey, and to Wayne Currey and Matthew Harman, who maintain our beloved campus. We offer a special thanks to the Buildings and Grounds team for making numerous improvements to our campus to produce a safe and comfortable environment.

The Nominating Committee has once again done an impressive job bringing forward a strong leadership slate for the next year, and we thank them for their work. We express our special thanks to Chris Crighton as he has reached the end of his term of service as Treasurer. We thank Priscilla Isner, John Harter, and Dianne Fromm for being willing to tackle new responsibilities as warden, treasurer, and clerk, respectively. We also thank Michele Puzo, Jack Sasso, and Nancy Boccia for their willingness to "re-up" for another term, and to Sarah Gregory and Earle Bailey for agreeing to be nominated to serve on our new Vestry.

We would be remiss to focus only on the highlights of the past year. We wish to extend our warmest thanks to every one of you who volunteers in some capacity here at The Church of the Holy Spirit. Together we are able to find so much joy in serving.

Thank you all for your continued support and prayers.

Respectfully Submitted,
Brenda and Celia
Brenda Ridgeway and Celia Calhoun, Wardens

REPORT FROM THE RECTOR

On Pentecost Sunday, May 28 of this past year (just about six months into my time with you), 154 of us gathered to share Holy Eucharist and to mark the 90th anniversary of the founding of The Church of the Holy Spirit here in Orleans. After church we went outside into a beautiful late spring morning. We were led around our property by members of our church school, who "beat the bounds" of our lot at five prayer stations with willow branches in an updated version of an ancient English "Whitsunday" practice. Then we all sat down at tables on the Monument Street lawn to eat together.

You may recall that in the jam-packed second chapter of The Book of Acts, at Pentecost the Holy Spirit alights upon the heads of the disciples as tongues of flame. After all of that flashy drama, though, the Holy Spirit makes herself known thereafter in practices the disciples adopt: "They devoted themselves to the apostles' teaching and fellowship, to the breaking of bread and the prayers" (2:42). Growing numbers of people in Acts seem to understand the appeal of this new manner of living, which counters the harsh and unforgiving dominant culture in which the new church is embedded.

This is our story too. And in 2023 we marked two other anniversaries – 10 years of Food For Kids in June and 50 years of our Free Shop in December – signaling abiding faith and a willingness to follow when the Spirit guides us into prayers and actions which build up a transaction-free Kingdom of God's love here in Orleans. Past the worst of the COVID pandemic, as a parish we resumed joyfully the holy act of sharing meals with friends and strangers, from January's Twelfth Night Pageant & Potluck through the "Seven Deadly Sins" Lenten Soup Suppers and thirteen "Invite/Welcome/Connect" gatherings at parishioner homes in Orleans and surrounding towns. We marked the formal beginning of my ministry with you on Friday, March 24 with a service of institution, celebration of all of our ministries, and a lavish potluck party. On Easter Sunday, a team led by the Thompson family miraculously produced an eggs benedict brunch for more than one hundred of us.

I am not suggesting that we remember 2023 together as simply a series of terrific meals and parties. What I am asking you to think about now in remembrance and thanksgiving is the degree to which all of this activity flows from the altar and manifests the love of the one who ate with outcasts and asked us to eat and drink in remembrance of his eternal love.

That love is at work among us. Average Sunday attendance is up by about 13% from 2022. What that number doesn't quite capture are the number of new faces among us each Sunday, the willingness of so many parishioners (often more than 70) to attend "after church" education programs on topics such as Matthew's Gospel or the history of our All Saints and All Souls celebrations, or the quality and sincerity of the welcome so many newcomers are receiving from longer-term parishioners. With only a few days' notice, about eighty of you attended a hastily organized evening peace vigil in October after the beginning of the Israel/Hamas war.

A lively and living church does not just "happen" by chance or even because of a new rector. A number of us, including officers, vestry and volunteers – this past year read and began to implement this a series of "best practices" outlined in the book *Invite/Welcome/Connect*. Not simply a new "church growth program," IWC is about the work of an inclusive, curious and impartial Spirit that seeks to inspire new ways in which all of us can interact and learn about each other, whether we are "long-termers" or brand new. IWC is work that will continue across the years to come, involving everything from liturgical practice to campus signage to website design.

In the pages that follow here you will read more about highlights and milestones of this past year. About continuing ministries such as Buildings and Grounds, Pastoral Care, Outreach, and Church School, as well as new or revived ministries such as Habitat for Humanity or our new Sustainability team. I won't here begin to call out the names of those whose generosity, creativity, passion and wisdom make these ministries happen. More than forty parishioners have contributed to this annual report. Please read on to meet them! And please keep each of them, as well as our entire church family, in your prayers.

I do here wish to thank Anne Koehler and Celia Calhoun for the hours of organizing and editing which have resulted in the report you are reading now.

I also want to thank my colleagues on staff. More than a church musician, Joan Kirchner is a music minister whose multiple gifts deepen our spiritual life each week. Debbi Manning's professionalism, wisdom, focus, and good humor ensure that our office runs smoothly, that messages are relayed, and issues resolved, and that leaflets appear every Sunday. Wayne Currey and Matthew Harman, respectively our weekday and weekend sextons, ensure that setup and breakdown and cleaning and so many other forms of help and assistance are here when we need them, with warmth and generosity.

I'll end here on a personal note. At the very beginning of 2023, Roger and I were planning our May 20 wedding, a date selected months before I had accepted your wardens' call to become your next rector. In those days just after the beginning of the New Year, together we realized that our previous plans for an "off-Cape" wedding no longer made sense. After two months of living among you, we knew this was our home and that The Church of the Holy Spirit was the only possible place to ask for God's blessing on our marriage. For your wide and deep welcome to us this year, for your sharing in the joy of our wedding weekend, for your gifts and prayers, and for your continuing presence in our lives, we are thankful beyond our capacity to express.

Faithfully and fondly,

Patrick

NOMINATING COMMITTEE REPORT

Please find below the 2024 Slate of Candidates for The Church of the Holy Spirit.

Vestry

Celia Calhoun	Warden	2 nd	2-year term
Priscilla Isner	Warden	1-year term (completing unexpired term)	
John Harter	Treasurer	1 st	1-year term
Dianne Fromm	Clerk	1 st	1-year term
Earle Bailey	Vestry member	1 st	2-year term
Nancy Boccia	Vestry member	1-year term (completing unexpired term)	
Sarah Gregory	Vestry member	1 st	2-year term
Michele Puzo	Vestry member	2 nd	2-year term
Jack Sasso	Vestry member	2 nd	2-year term

Diocesan Convention and Deanery

Cristina (Cris) Harter	Delegate	1st	2-year term
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Continuing in Office: (for information only)

Vestry

Jennifer Marlin	Vestry Member	1 st year, 2 nd term
Ann Pike Paris	Vestry Member	2 nd year, 2 nd term
Elizabeth Suraci	Vestry Member	2 nd year, 1 st term

Diocesan Convention and Deanery

Kate Paradise	Delegate	2 nd year, 2 nd 2-year term
Cynthia Murray	Alt. Delegate	2 nd year, 2 nd 2-year term

Cape Cod Council of Churches

The Rev. Bill Heuss	Delegate	Appointed
Margaret Anne Heuss	Delegate	Appointed

Members of the 2023 Nominating Committee: Jamie Thompson, Nominating Committee Chair, with Ike Cole, Chris Crighton, Tom Dewing, Page McMahon, Rev. Patrick C. Ward

Biographies for Individuals Placed in Nomination

Warden

Celia Calhoun is nominated to serve a second two-year term as Warden. Celia had a career in computing from 1965 to 1997, and visited CHS frequently from 1982 through 1996, when she and her husband moved here permanently. She served as Clerk to the Vestry for many years and was elected Senior Warden in 2009 for two years. Celia was then employed as Rector's Assistant, followed by Interim Administrative Assistant. She was co-mentor of the EfM group from 2007 until 2015 and managed the Lay Pastoral Care Committee from 2018 to 2022. She has been involved with the database for several years and now acts as back-up for Anne Koehler. Celia has also been Deanery Representative and Diocesan Convention Delegate for 4 years. She was elected as Warden in 2022 and is honored to be nominated to serve a second term.

Priscilla Isner is nominated to complete one year of a two-year term as Warden. Priscilla is currently serving her second term as Clerk of the Vestry and has also served two years on the Vestry. Priscilla has been an Episcopalian her entire life, which began when she was baptized and confirmed at St John's, Staten Island, NY. She attended Trinity Episcopal Church, in Wrentham, MA for about 30 years before moving to Cape Cod and joining CHS 7+ years ago. A few of the activities Priscilla has been involved with over the years: Choir, Church School Teacher, Altar Guild, Vestry, representative to Diocesan Convention, and assisting with church fairs and rummage sales. At CHS, she is part of the Flower Guild, has co-chaired the Holiday Bazaar and is still involved with the Holiday Bazaar. She is co-chair of the Pastoral Care Ministry. She is married to Michael, and they have 3 children and 4 grandchildren. Priscilla was an RN at Boston Children's Hospital, with a specialty in Pediatric Cardiovascular Surgery, for 30 years and is now retired. Beyond CHS, she is a volunteer at The Cape Cod Foundation.

Treasurer

John Harter is nominated to serve a first one-year term as Treasurer. John has been a member at CHS since 2015. He was raised in the church with regular attendance at church school, youth group, choir, bell choir, and mission trips. Trained in accounting at GE, John went on to law school with a practice outside Massachusetts. Previously ordained and installed as an elder and deacon in the Presbyterian Church USA, John also served as Moderator of the Presbytery of Southern New England (a part of the bishop's job in PCUSA). He previously served as a church treasurer for six years, serving on all financial committees, including stewardship. John also served on several diocese-level financial committees in the Presbyterian Church. At CHS, John has just completed 4 years of service on Vestry and served as Stewardship Chair for '22. He currently serves on the Finance Committee and as Assistant Treasurer.

Clerk

Dianne Fromm is nominated to serve her first year as Clerk to the Vestry. Dianne states that she was born into a family which valued service to others and to God above all else. For generations they were professors, ministers, doctors, and foreign missionaries. She was the oldest of four, and her family moved with her father's work from Chicago to Dallas, Denver, Philadelphia, Los Angeles, and New Jersey. She attended college in Michigan and later traveled all over as a young Army wife. She was fortunate to spend three years living in Germany. She ended up in New Jersey with a hearing-impaired daughter who needed an enormous amount of care. She made some overdue changes in her life, becoming a single, working mother of two. Later, she moved to Ridgewood, New Jersey, where new husband Doug was the minister of The Upper Ridgewood Community Church, spending twenty-five years there. She raised her, now, three children there and spent most of those years as a primary teacher in the Upper Saddle River Public Schools.

Twelve years ago, Dianne and Doug retired and moved to their home in Orleans. After attending Doug's church for all those years, he suggested that Dianne choose their new church. They walked into CHS on a December Sunday in 2012, and Dianne was immediately at home. Doug was delighted!

Dianne has served as a Eucharistic Minister, member of Galley West Art Gallery, and member of the Vestry. She is a substitute teacher for Brewster, Orleans, and Eastham. She serves on the Board of the Orleans Housing Authority and the Board of Orleans Improvement Association. In that capacity, she is co-chairing (again!) the 2024 OIA Garden Tour in June. Her children are, of course, her greatest joy. They visit, or Dianne and Doug go to them as often as possible. Gardening, painting, reading, entertaining, and traveling round out her interests. She feels that life is full and good, and she continually thanks God for leading her to their spiritual home and community at The Church of the Holy Spirit. Dianne is thankful for an opportunity to serve.

Vestry

Earle Bailey is nominated for a first two-year term on the Vestry. Born and raised in Bergen County, New Jersey, Earle was baptized as a baby in the Methodist Church and then again at 7 years old in the Roman Catholic Church. He attended parochial schools and served as an acolyte while growing up. He developed and instituted the "Folk Mass" at his parish following the liturgies of the "new Mass". He

spent three years at the University of Bridgeport in Connecticut, studying theater and philosophy and working at the campus FM radio station. He left the university without a degree but with a career in broadcasting. This year will mark 50 years as a professional radio show host, having worked both as a Classic Rock presenter and as a news anchor/reporter. For the past 23 years, Earle has been employed by SiriusXM Radio.

While living and working in Philadelphia, Earle met and married Donna 35 years ago. They came to live on Cape Cod 7 years ago after 17 years living near Annapolis, Maryland. There, they actively participated in Mother Elizabeth Ann Seton Roman Catholic Community (Parish) where their ministries included serving as lectors, Eucharistic Ministers, and Eucharistic Visitors.

After moving to Eastham, "we felt as though we were wandering in the desert" when it came to continuing active ministries and participation in the Church. And then Covid hit. In December of '22, their friend Kate Paradise invited them to Christmas Eve Eucharist with the new priest at The Church of The Holy Spirit. Patrick said that "no one should be made to feel unwelcome at a church", and everyone has actively worked to prove that point since then. They felt their spirit lifted by the liturgies, empowered to continue their ministries, and to commit themselves to whatever and wherever this Christian Episcopal Community presents and leads them.

Nancy Boccia is nominated to serve a one-year term on the Vestry. She feels honored to serve on the Vestry for an additional year. "The past few years at The Church of the Holy Spirit have been so rewarding, and it is wonderful to be part of this church community. The future is exciting and holds no boundaries. Our work has just begun, and I can't wait to see what this year brings."

Since joining the vestry, Nancy has deepened her commitment to furthering the goals and mission of the church, as well as her own personal goals of increasing her faith through service. She is a member of the Pastoral Care Team, assists with AV, and with a great team, plans and executes the annual holiday bazaar. Every task is a joy. Nancy truly feels that God led her to this community.

When not busy with church activities, Nancy continues to work as a consultant to Harvard University after retiring from there in 2013. She also volunteers for and is a board member for the Pura Syndrome Foundation, a foundation dedicated to research and a cure for this rare disease.

She has been married to her wonderful husband, Carlo, for almost 40 years, and they have a combined family of 5 children and 7 grandchildren. She loves to laugh, dance, garden, travel, cook, kayak, read and spend time with her newest Bloodhound, Jasper.

Sarah Gregory is nominated for a first two-year term on the Vestry. She is a lifelong Episcopalian, having been baptized, confirmed, and married in the Episcopal Church. Born in New Paltz, New York, Sarah's family relocated to New Jersey where Sarah was raised and where she met the love of her life, Rich.

Sarah and Rich were married at St. Peter's in Essex Fells, NJ, and have been married for 27 years. Sarah has a B.A. in political science and J.D. in law. Sarah began her professional career in private practice, representing clients in commercial real estate and secured lending matters. She then moved in-house at Bed Bath & Beyond, where she was employed for 23 years, retiring from her position as Vice President--Compliance and Legal Counsel in 2021.

Prior to moving to the Cape, Sarah and Rich both participated in various roles as members of Trinity Episcopal Church in Cranford, NJ. Sarah was financial secretary and chaired the flower guild. She was a member of Trinity's finance committee, environmental committee, and the women's education group. She was also on the Board of Directors of Trinity Episcopal Day School, a preschool under the auspices of Trinity Church. Sarah is a lector and lay eucharistic minister.

Sarah and Rich relocated to Orleans in January 2023 (with pets Reilly and Brandy). After many years of vacationing in Orleans, including 12 years as part-time residents, they are delighted and grateful to live in Orleans full time. Sarah's love of the outdoors is fulfilled with all the Cape has to offer. She is particularly excited to begin kayaking around Orleans' waters. She is also a tennis enthusiast (although not a very good player) and has recently joined the world of pickleball.

She and Rich feel blessed to be members of CHS. They felt warmly welcomed from their first visit. They also value CHS's outreach ministries, including Food 4 Kids. Helping others is good for the soul; and she believes such outreach work to be a central directive of Jesus. She hopes to continue to contribute to, and promote, these ministries.

Michele Puzo is nominated to serve a second two-year term on the Vestry. Michele was raised at the gateway to the Cape Cod National Seashore in Eastham. Her house literally was where the Cape Cod National Seashore sign is today. She is a true Cape Codder, passionate about her roots and protective of our environment and people. Nursing is her profession, having graduated from The Faulkner Hospital School of Nursing in Boston and specializing in Geriatrics. She was Director of Nursing services with EPOCH Senior Living which required her to be responsible for 100+ residents and 30+ nurses. After retiring, she continued to work per diem in the local facilities and found it challenging during the pandemic. In 2017 her husband Charlie died, and she felt blessed with the support of the church during a difficult time. In her spare time, she enjoys traveling to see her 4 grandchildren. She has been attending CHS since 2009 and continues to support and be part of the church family. Michele has co-chaired two fundraisers, serves on the Hospitality committee overseeing Coffee Hour and Pastoral Fare, volunteers at the Holiday bazaar, and is a member of the Health Ministry. Her volunteer work beyond CHS involves The Family Pantry.

Jack Sasso is nominated for a second two-year term on the Vestry. Jack was born and raised in Waterbury, CT one of four boys raised in the Roman Catholic church. He attended K-8 at St. Mary's Catholic School and Kaynor Technical High School in Waterbury, CT and graduated from University of Hartford. Marriage and two children brought him to South Windsor, CT where he worked for IBM for 30 years in the Hartford CT branch as a Field Engineer, Manager, and Advisory Systems Engineer.

Jack met Sue in 1983, and they were married in 1984, with the bishop's consent, at St. John's Episcopal Church in Vernon, CT. A lifelong Episcopalian, Sue invited Jack to start worshipping with her, and he felt at home with the liturgy. When they moved to Orleans in 2004 on a fulltime basis, Jack and Sue regularly attended the early Sunday service. A couple years later, Jack was officially received into the Episcopal Church by Bishop Gayle Harris. He has gradually become involved in church committees and ministries, initiating the parish recycling program, becoming a member of the former Peace and Justice Committee, helping with the Overnights of Hospitality, and serving meals at the Homeless Shelter in Hyannis. Jack was on the CHS Vestry during our prior Rector search and has been an usher and LEM for years.

Jack's hobbies include golf, cooking, pottery, reading, and leading picnics on the Outer Nauset Beach. He feels honored to be nominated again to serve on the Vestry during what he believes is a critical time for CHS and all churches, in general. He looks forward to more opportunities to meet and get to know more members and to be a part of CHS's future.

Diocesan Convention and Deanery Delegate

Cristina (Cris) Harter is nominated for a two-year term. Cris is originally from Amsterdam, NY where she was brought up Catholic and attended Catholic schools from kindergarten through undergraduate school. After marrying John in 1978, Cris joined the First Reformed Church in Schenectady, NY where she was a member of the handbell choir, a deacon, and a member of the Women's Guild. In 1995, John and Cris moved to Stamford, CT and joined the First Presbyterian Church (FPC), where Cris was on the Presbytery, served as a deacon, and contributed on numerous committees, including serving as President of the Highland Green Foundation, FPC's 501.c3 charitable entity. The Harters built their Orleans home in 2002 and moved permanently to the Cape in 2015. Joining CHS shortly after, Cris has served on the Flower Guild, the Welcoming Committee and the Holiday Bazaar Committee. Cris has an MBA and worked for GE Capital for 35 years. She is involved in several volunteer activities in Orleans most notably, Treasurer of the Centers for Culture and History in Orleans. She loves to make Nantucket baskets, sailor's valentines and greeting cards. Cris and John's pride and joy is their English Cocker Spaniel, Lily.

REPORT FROM THE MINISTER OF MUSIC

Adult Vocal Choir

Mission: To provide musical leadership for all corporate worship services, enabling choir members and congregation to experience the bond and joy of worship through song.

Major Accomplishments/Activities in 2023

- Provided a consistently high level and variety of anthems throughout the church year
- Provided excellent music for major church festivals and special events:
 - Patrick's Celebration of Ministry
 - Patrick & Roger's wedding
 - Parish funerals
 - Holy Week and Easter services
 - Multiple Christmas Eve services
- Outreach to the parish and beyond through participation in music

Responsibilities/Challenges

- Scheduling music appropriate to available members due to travel, illness, etc.
- Maintaining choral library to adequate numbers
- Non-confrontational education that live music is not background for chatting

Director: Joan Kirchner

Members:

- Basses: Bill Boggess, Ike Cole, Greg DeLory, Scott Harman (seasonal), Brian Ridgeway (seasonal), Rich Weeks
- Tenors: Dave Blanchet, Chris Crighton, Steve Koehler, Norm Stubbendick
- Altos: Laura Baksa, Joy Blanchet, Fay Cole, Arline Consiglio, Diana Crighton, Celia Calhoun, Peggy Gerber, Ginny Lucil, Page McMahan
- Sopranos: Ellen Adamson, Katherine Atwater, Jean Collins, Meredith Despins (seasonal), Clare Hemmenway, Vicky Hutchens, Anne Koehler, Diana Landau, Dilys Smith, Andi Stubbendick, Donna Tavano, Joyce Wood (seasonal)

Belladonnas Bell Choir

Mission: To use the resource of our existing bell equipment and provide an opportunity for musical participation beyond singing.

Major Accomplishments/Activities in 2023

- Provided bell anthems monthly during program year
- Participated in the Cape Cod "Spring Ring" of massed bell choirs
- Participated in October skill-building workshop

Responsibilities/Challenges

- Learning new techniques
- Expanding current two-octave library

Director: Joan Kirchner

Members: Ellen Adamson, Joy Blanchet, Fay Cole, Jean Collins, Clare Hemmenway, Ginny Lucil, Diana Landau, Andi Stubbendick, Donna Tavano

CHS 2023 ANNUAL REPORT – PART II

Reports from Committees and Groups

(Alphabetically by group)

ADMINISTRATION

AV Technical Team

Mission: The AV Team is primarily responsible for providing our CHS worship services to our YouTube audience. This audience consists of parishioners who are unable to be present at the service and members of our parish who reside at The Terraces in Orleans, as well as anyone from the public wishing to view a service at their convenience.

Major Accomplishments/Activities in 2023

- The addition of several new members joining the team to provide services at The Terraces as well as training to stream the services on YouTube.

Responsibilities/Challenges

- The Team sets up the microphones at each service and monitors the sound levels in the sanctuary and the sound levels on YouTube. They also provide support for functions using the sound system in the Parish Hall.
- In the sanctuary, there are two cameras – one over the central aisle in the north transept leading to the altar and the second over the altar near the organ. A third free-standing camera is available to be used in the church or in the parish hall for special events (i.e. the annual meeting).
- The Team also provides support for groups using Zoom in the Fireplace Room. The church computer connects to the sound and video equipment easily for those meetings which include members via Zoom. Debbi Manning is responsible for the church's Zoom schedule.
- Finally, a member of the AV Team travels to The Terraces each Sunday with a computer, bulletins, and Communion to facilitate worship there on the large screen tv in the Library.
- Our greatest challenge is to attract more members to our team. Many of our members have multiple duties on a given Sunday. Another challenge lies in the management of our YouTube account to increase our presence there. Our present AV staff has no expertise in this area.

Members: AV Committee: Brenda Ridgeway – Chair (3 yrs), Nancy Boccia (3 yrs), Jennifer Marlin (3 yrs), John Harter (2 yrs), Dianne Fromm (in training)

The Terraces Ministry: Nancy Ludewig (3 yrs+), Brenda Ridgeway (3 yrs), Nancy Boccia (3 yrs), Jennifer Marlin (3 yrs), Cynthia Murray (2 yrs), Sue Sasso (2 yrs), Priscilla Isner (1 yr), Earle & Donna Bailey (1 yr)

Database and Online Giving

Mission: Our mission is to create, maintain, and optimize a secure database to facilitate many aspects of our life together, including communication, financial stewardship, pastoral care, and the acknowledgement of key dates in our lives. The online giving platform works in tandem with the database.

Major Accomplishments/Activities in 2023

- Communication: Published periodic updates of our Parish Directory; facilitated snail-mail to targeted groups

- Financial Stewardship: Issued Giving Statements quarterly, most via email. Thirty-six people used online giving to contribute \$52,613 toward a general offering and other special donations. Assisted the Stewardship Team with targeted mailing.
- Pastoral Care: Began adding emergency contact information to assist the Rector and Pastoral Care Team

Responsibilities/Challenges: Ensuring information for each member is complete, accurate, and up to date, which relies on others to provide it

Managers: Anne Koehler (6 yrs), Celia Calhoun (10+ yrs)

Parish Office

Mission: To run the CHS office as efficiently as possible with proficiency and kindness.

Major Accomplishments/Activities in 2023

- Helped parishioners and non-parishioners with requests and issues
- Space Usage: Coordinated with parishioners and outside organizations
- Website Calendar: Kept updated
- Bookkeeping: Worked with the CHS Treasurer to keep books current
- Bulletins/Announcements: Published weekly or as needed
- Uploaded Bulletins, Announcements and Together to website
- Created and scheduled Constant Contacts
- Oversaw copy machine, computers, and office supplies
- Oversaw licenses and permits with local and state authorities
- Kept current relationships with appropriate vendors and suppliers
- Columbarium and Memorial Garden: Kept up to date
- Office files: Kept organized and updated
- Coordinated with Property Manager concerning campus issues
- New carpet installed in complete office suite; Patrick's and Debbi's offices painted

Responsibilities/Challenges

- Interruptions: Although interruptions are a challenge, the larger picture is – CHS is about the people, not the task

Members: Ann Anderson (14 yrs), Arline Consiglio (7 yrs), Debbi Manning (15 yrs)

Sustainability

Mission: Our mission is to ensure the financial sustainability of our parish beyond the traditional annual stewardship campaign through prudent financial planning, fostering a culture of giving, and cultivating diverse revenue streams. We aim to sustain our church's operations, empower our ministries, and fulfill our commitment to serve and support our congregation and our broader community for generations to come.

Major Accomplishments/Activities in 2023

- Built a new team around the concept of a year-round focus on sustainability and stewardship.
- Sponsored a successful pledge campaign on the theme “Love with Us”, including parishioner testimonials, small group home gatherings, tailored mailings, and strong rector support.
- Recorded 133 pledges of financial support for 2024, including 26 new pledges, a substantial increase over the prior year.
- Began to collect ideas for action in the future.

Responsibilities/Challenges

- Create a framework for long-term giving and a planned giving program.
- Follow on to the success of our 2024 pledge campaign with a renewed program for 2025.
- Consider how to best support the Capital Improvements fund that has funded so many needed physical plant improvements over the last three years.

Members: This is a new team, so all members have served one year: Nancy Boccia, Celia Calhoun, Chris Crighton, Tom Dewing, Sarah Gregory, John Harter, Priscilla Isner, Steve Koehler, Brenda Ridgeway, Brian Ridgeway.

Vestry

Mission: Responsible for the Parish under the Canons of The Episcopal Church, including the finances, property management and human resources; sets policies and works with the Rector to create a vision and plan of action that reflects God's dream for the congregation. *[Extract from the Vestry Resource Guide from the Episcopal Foundation.]*

Major Accomplishments/Activities in 2023

- The Vestry held business meetings 11 times this year (no August meeting), at 7 pm on second Thursdays, meetings are open to all.
 - Members are assigned an “Affinity Group” of parish groups with whom to maintain contact, and to provide an information flow.
- Held a Friday evening / Saturday Retreat with new members in early March.
- Supported the Rector in all his suggestions for ways to encourage new people, through the *Invite Welcome Connect* program and many other actions, resulting in increased numbers attending services.
- Supported the B&G Committee in spending considerable money to bring the premises up to date, after a long period of deferred maintenance.
- Supported the Stewardship Committee in a much more in-depth campaign which was successful in increasing the number of pledges, after years of falling numbers.
- The 4 Officers (2 Wardens, Treasurer and Clerk) and the Rector met bi-weekly throughout the year to maintain communication and make timely decisions and to support the Rector with all parish tasks.

Responsibilities/Challenges

- Takes time to get new members up to speed following the election of new people to the Vestry. The Retreat helps to provide cohesion.
- A lot goes on in our parish: challenging to keep up and to provide oversight.

Members: Nancy Boccia, Dianne Fromm, John Harter, Jen Marlin, Ann Pike Paris, Michele Puzo, Jack Sasso, Betty Suraci

Officers: Co-Wardens: Brenda Ridgeway, Celia Calhoun, Treasurer: Chris Crighton, Clerk: Priscilla Isner

Rector: The Rev. Patrick C. Ward

ARTS

Art Gallery in The Reception Room

Mission

- To provide a venue for CHS artists and crafters to exhibit and or sell their “gifts/talents”
- To continue the tradition of art by the Founders of this church

Major Accomplishments/Activities in 2023

12 shows in total:

- 11 solo shows: Dianne Fromm, Cris Harter, Kimball Guild, Donna Tavano, Pia MacKenzie, Food 4 Kids, Greg DeLory, Ellen Adamson, Cheryl Kyle, Bill Wahlquist, Janet Winter
- 1 group show: Ellen Adamson, Ragnhild Bjerke, Jean Collins, Dianne Fromm, Cris Harter, Anne Kilguss, Kimball Guild, Sue Sasso, Brooke Eaton Skea, Gail Binney Sterne, Norm Stubbendick, Donna Tavano, Janet Winter

Responsibilities/Challenges

- Encourage and inform parishioners (old and new) to “sign up” – show their art/craft for one month in the gallery
- Educate parish as to location and difference between CHS Gallery and Galley West Art Gallery

Curators: Sharyn Loughton, Gail Binney Sterne

Galley West Art Gallery (GWAG)

Mission

- Provide a venue for Lower and Outer Cape Cod artists to show and sell their art in all media.
- The gallery operates to a break-even-no-profit goal by having no paid staff and having artists and other volunteers provide the time and talent needed to operate the gallery.

Major Accomplishments/Activities in 2023

- 2023 was our 2nd full year. Four shows included art by 46 artists, 21 for the first time.
- Impacted by the economy, our sales were not what we planned. With focused expense management, we expect to end 2023 with a small loss covered by seed money provided from Galley West DIT.
- We learned more with each show ... how to market the gallery, educate the artists on the importance of using their own social media to draw visitors to the gallery, creative ways to display the art in the gallery, and how to translate these lessons into new marketing and sales practices in 2024.

Responsibilities/Challenges

- Creating ways to market and attract more people to this “off the beaten path” gallery.
- Find a new volunteer bookkeeper – current person will retire in January 2024. Please contact Sue Sasso to learn more about the bookkeeper role.
- Hold a special event during each show with some family focused activities.
- Continue to attract talented Lower and Outer Cape artists to enter shows and encourage them to help with operational tasks.
- Encourage more participation and support from CHS members as participating show artists and/or to assist with gallery operational tasks.

Members: Sue Sasso – acting Business Director, Sharyn Laughton – Gallery Artistic Director, Ruth Courtnell – Bookkeeper (retiring)

Gallery artists and members of our leadership team who provide marketing, social media, advertising, show management, and other important components of the gallery operation: Ellen Adamson, Debbie Winnick, Thomas Hoffmann, James Cooley, Lee Glickenhau, Louis Yarmosky

Kimball Guild

Mission: The Kimball Guild, the oldest continuous guild of CHS, continues the legacy of Florence Kimball's genre of art in hammered aluminum.

Major Accomplishments/Activities in 2023

- Showed and sold non-religious items in the Galley West Gallery, quite successfully!
- Offered wares, including religious items (crosses, etc.) for sale in the CHS Gallery
- All appropriate sales monies given to CHS: a percentage from Galley West Gallery and all from the CHS Gallery and Kimball Guild

Members: Ellen Adamson, Jane Affleck, Carol Fitzgerald, Roger Lovejoy, Susan Owens, Georgia Schneider, Donna Tavano

BUILDINGS & GROUNDS

Buildings and Grounds

Mission: We are a team dedicated to maintaining what God has lent to us at CHS. We volunteer our time and talent to love CHS as effective environmental stewards.

Major Accomplishments/Activities in 2023

- Solar Field Terraces planted
- New CHS signage at Monument Rd & Route 28
- Campus-wide new split rail fencing
- Continued grooming of grounds with removal of old plant materials
- Garden parties continued with over 460 volunteer hours
- West church entrance and Sacristy doors replaced
- Campus gutter systems repaired and cleaned
- Campus-wide roofs showing moss and lichens cleaned and treated
- Administration building carpet replaced and thanks to Michael Isner, Debbi's and Patrick's offices repainted
- Ongoing door and windows repaired, as needed
- Kimble House basement cleaned and sealed with foam. New electrical duplex plugs installed
- Parish Hall floors refinished
- Parish Hall ADA door installed
- Replaced failed HVAC condenser along Izzy's Alley

Responsibilities/Challenges

- All Buildings & Campus Systems
 - Responsible under the direction of the Rector for a 4+ acre site including all buildings, HVAC systems, plumbing and lighting systems, safety and ADA compliant issues, parking lot maintenance, solar field development and maintenance, building remodeling, renovations, environmental stewardship, and grounds maintenance.

- Maintain a five-year plan in Excel for repairs and replacement of major systems for budget planning considerations. Prepare annual feeder to treasurer/vestry for budget development.
- Grounds
 - Manage professional landscapers for maintenance.
 - Organize, and conduct frequent (based upon need) grounds clean up with volunteers from March-November, typically 1-2x/month.
 - Inspect signs, fencing, parking lot and all outdoor areas for maintenance and repair.
 - Manage yard maintenance and Terrace Hillside at Rectory.
- Projects planned for 2024
 - Replace failing HVAC parish hall systems March/April period.
 - Repair, Recoat, Re-stripe our parking lot to avoid surface failure
 - Continued maintenance and repairs of all buildings as needed
- Challenges include
 - Managing all the above as volunteers responsible for prudent management of ~\$100,000+ in direct annual costs of the operating budget at CHS.
 - Complicated replacement of Parish Hall HVAC units and a couple of furnaces in the church over the next 2-4 years
 - Securing adequate funding to accomplish what is needed

Members: Brian E. Ridgeway, Chair (5 yrs), Ann Pike-Paris, Co-chair (10+ yrs), Dave Blanchet (5 yrs) Ike Cole (10+ yrs), Rich Gregory (1 yr), Jay Haun (8+ yrs), Susan Hitchcock (4 yrs), Steve Koehler (8+ yrs), Dan Lowery (1 yr), Wayne Currey, Property Supervisor (10+ yrs)

Recycling

Mission: *Recycle – Reuse – Repurpose – Reduce*

The mission of the CHS recycling team is to greatly reduce the number of items going into our landfills. The major items being recycled at CHS include plastics, paper, cardboard, metal cans, and glass. We encourage all members of CHS to be good stewards of the earth and recycle accordingly. Our fragile environment needs our help for now and generations to come.

Major Accomplishments/Activities in 2023

- During 2023 there were 6 CHS members on the Recycle Team, each assigned to specific months: Chuck Dow, Georgia Schneider, Jack Sasso, Mike Isner, Susan Hitchcock, and Tom Dewing,
- Recycled items were picked up several times a month, or as needed, following major events, from different recycle locations on the CHS campus. Team members took these items to their respective town transfer stations.

Responsibilities/Challenges

- Certain events at CHS may impact the amount of recycling needed. The recycle team needs to know when these events are scheduled so we can act accordingly.
- This is an easy but important ministry to CHS and the environment. Additional recycle team members are always welcome. Ideally, 12 volunteers would mean each would only be on duty for 1 month a year. If you are willing to participate, please contact Jack Sasso at jacksasso@hotmail.com.

Members: Tom Dewing (12 yrs.), Chuck Dow (4 yrs), Susan Hitchcock (4 yrs.), Mike Isner (4 yrs.), Jack Sasso (12 yrs.), Georgia Schneider (12 yrs).

CARE

Health Ministry

Mission: Health Ministry's goal is to empower and encourage whole person health through increased knowledge, personal responsibility, and interdependence among God's people.

Major Accomplishments/Activities in 2023

We provided support to the congregation by:

- Monthly submissions to Together on Wellness/ Health-related topics and local resources
- Maintenance of First Aid Kits & AEDs
- Creating and stocking newly added "Aid Boxes" at church entrances

Responsibilities/Challenges

- The Health Ministry is a small group of members with backgrounds in health-related fields. We started in 2007. Our focus has shifted over the years, from our origins in Parish Nursing to our focus now on advocacy and education.
- We've chosen to meet this year more informally and as needed. We welcome questions and suggestions on ways we can contribute moving forward to best serve the congregation and local community.

Members: Serving 8-10 years: Diana Crighton, Margaret Anne Heuss, Virginia Lucil, Kate Paradise, Ann Pike-Paris, Michele Puzo; Meg Nemitz – Chair (4 yrs)

Pastoral Care

Mission: Our mission is to provide pastoral care to the parishioners who are hospitalized, reside in nursing homes or assisted living facilities or are house bound.

Major Accomplishments/Activities in 2023

- Celebrated Peter Blank's many years of visiting parishioners in nursing homes every Sunday as he retires from the pastoral care committee
- Maintain a database of parishioners in need of pastoral care
- "Thinking of you" notes written monthly
- Eucharistic Visitors scheduled every Sunday
- Pastoral visits as needed
- Prayer shawls given to parishioners in need
- Altar flowers delivered
- YouTube Sunday services provided at The Terraces
- Intercessors prayer list maintained
- "How to Pray" instructional classes given by Patrick

Responsibilities/Challenges

- Learning about parishioners in need of pastoral care
- Maintaining a consistent monthly visiting schedule
- Meetings: Monthly, the second Tuesday at 2:00-3:30 pm in the Fireplace Room and Zoom

Members: Priscilla Isner and Nancy Boccia (Co-chairs) with Peter Blank, Celia Calhoun, Jean Collins, Margaret Anne Heuss, Nancy Ludewig, Elizabeth Merritt, Brenda Ridgeway, Rev. Liz Tunney, Rev. Patrick Ward.

COMMUNICATION

Communications Task Force

Mission

- Standardize internal and external communication processes at Church of the Holy Spirit.
- Clarify, standardize, and document a scalable process for Event Management for events that are open to the public.
- Develop more consistent branding across all internal and external communications

Major Accomplishments/Activities in 2023

The Communications Task Force began its work in June 2022 and concluded its work in May of 2023.

- Rolled out a standardized Event Management Process template.
- Provided Event Managers with access to expanded marketing opportunities.
- Provided process coaching to Event Managers
- The Holiday Bazaar Co-chairs leveraged learning from the Bazaar in 2022 to improve the process results in 2023.
- Work regarding branding has gone forward under the direction of the rector.

Responsibilities/Challenges: Coaching Event Managers to work with the Event Management Template

Members: Nancy Boccia, Celia Calhoun Kate Paradise, Brenda Ridgeway, Sue Sasso, The Rev. Gail Smith, and The Rev. Liz Tunney, who facilitated the group.

Together

Mission

- Our *Together* newsletter was started in 1951 by our second Rector, Rev. S.C. Vern Bowman (1950-1956) as a weekly publication vehicle to keep parishioners informed of parish events and news and a way for parishioners to share things with each other. He then changed it to a monthly or seasonal publication, and except during Covid time when we had a weekly communication, "Being Together Apart," monthly *Together* newsletters have been published.
- As noted in our booklet "The First Fifty Years," Rev. Bowman chose this title because "Together" refers to the congregation "so widely dispersed and so seldom together except in spirit."

Major Accomplishments/Activities in 2023

- Twelve monthly newsletters were delivered on time. Each included timely articles and events with photos for many of the articles.
- The newsletter is delivered via email to about 340 individual email addresses with an average 66% open rate, which is at least 20% better than the industry average. We also send hard copies to members who do not have email access.
- We changed the publication date to the Thursday after monthly Vestry Meetings to give our Wardens and Rector additional time to write their reports.

Responsibilities/Challenges

- Keeping the editions informative without making them so long people do not want to read them.
- Discover ways to engage the more than 100 people in our contact list who do not open our newsletter each month.
- Begin to train someone to assume some parts of creating each newsletter.

Ministry Team

- Sue Sasso – Editor
- Every parish ministry contributes articles and Kate Paradise, parish photographer, and other members supplement the text with wonderful photos.
- With the help of the Rector and Wardens reviewing and proofreading each issue, we keep everyone informed.

Website and Social Media

Mission

- Standardize internal and external information for placement on social media and the website.
- Develop and ensure consistency in branding across internal and external communications – including print advertising.

Major Accomplishments/Activities in 2024

- Increase in traffic on Facebook – those liking the page at 653; with number of followers at 699; in 2023 the page reached 9000+ people.
- Significant increase in numbers attending parish events (via Facebook and Chronicle ads).
- Changes to website are being handled by office and volunteers resulting in more timely updates and cost savings overall (note – changes of a more complex nature will continue to be handled by webmaster, ColeWebDev).
- Utilization of website as resource for photos, listen/watch sermons, links to YouTube channel, and the secure portal for pledges and donations.
- Website and the YouTube channel are invaluable resources for those unable to attend services in-person.
- Increase in those who say the website brought them through the doors for services.

Responsibilities/Challenges

- Consistency in funneling information across multiple methods of social media continues to be a challenge – progress for sure, and always space for improvement.

Manager: Kate Paradise

EDUCATION

Book Discussion Group

Mission: The Book Discussion Group selects books to enlighten and inspire us. Our discussions reflect our individual experiences of spirituality and how we can live out what we learn.

Major Accomplishments/Activities in 2023

This year we read and discussed Cole Arthur Riley's *This Here Flesh*, Edward Sri's *God with Us, Not in God's Name* by Jonathan Sacks, and *Why Gather?* by Martha Tatarnic. Each Sunday after the service, we can attend our Rector's interesting forum and then meet for a discussion of our current book. We are delighted to have gained new members again this year. Please join us!

Attendees: Brooke and Brian Skea, facilitators; with Linda Belford, Peter Blank, Ragnhild Bjerke, Celia Calhoun, Sally Dewing, Tom Dewing, Jay Haun, Clare Hemmenway, Bill Heuss, Margaret Anne Heuss, Cheryl Kyle, Nancy Ludewig, Jen Marlin, Page McMahan, Meg Nemitz, Dilys Smith, Liz Tunney.

Church School & Youth Group

Mission: To welcome, support and engage youth and families in learning about the word of God. Within this teaching is embedded love, respect, and acceptance of all people.

(Currently the Youth Group is comprised of all of the students in the Church School, so we chose to complete this mission statement together.)

Major Accomplishments/Activities in 2023

- We had several successful events that combined current youth and families with not only parishioners but also community youth who had not attended church functions before. These were youth group and church school-sponsored events. Some of them were: pumpkin carving, gingerbread house decorating and Advent wreath making.
- We had a new shared event with our Columbian youth and learned about the Day of The Dead and joined it with All Saints and All Souls Day traditions. This was following the death of Jeff Scott who had been a middle and high school class teacher in the past. He was so very dedicated to his daughter and our church community. We will miss him.
- Worked together to create a new schedule giving time downstairs for classes as well as creation, while dedicating one Sunday a month as a youth Sunday where students participate during the service in various ways--reading, aiding ushers, bringing up the gifts, ringing the bell)
- Spent wonderful time at the Barbara C. Harris Camp in NH, both aiding in their spring clean-up and for a fall leaf peeping and exploration of NH! These events were attended by almost all of the church school families.

Responsibilities/Challenges

Responsibilities:

- Sharing Godly Play stories with children between 5 years of age and 11 years of age. Godly play is storytelling combined with thoughtful questions and dialogue about the story and how it might relate to where the children are and what they have experienced in their lives. The stories are followed with free play, creation (artistry), and a shared snack.
- The middle/high school group curriculum is similar to Godly Play, except that they learn how to look up readings in the Bible and then discuss them. The “Sunday Paper” is used as well as articles from “Faith Lens”. This class also has a creation section following or during the discussion. Young people are beginning to discover ways that the Lord’s message can guide their lives.

Challenges:

- How to continue our small classes while hopefully drawing new youth and families into our church and church school/youth group!
- Creating church school and youth events that appeal to varied ages since we are such a small group.

Members: There are no chairs, we work together

Ruth Campbell – Godly Play teacher for kindergarten- 5th grade

Hanna Schneider – Middle/ High School class leader

Matt Thompson – Youth group leader

Jamie Thompson – Nursery Care and Door-Keeper

Brooke Eaton Skea- Sub for Middle/High School class and general experienced support

Glimpse of the Gospel

Mission: Our mission is to provide a weekly opportunity to share in lively discussion of the living word, helping each other with questions and personal perspectives on the day’s Gospel reading.

Major Accomplishments/Activities in 2023

On Sunday morning at 8:45 in the Fireplace Room there is an opportunity to join a discussion of the readings that we will hear during the service. All are welcome. As the group's title suggests, the focus is on the gospel. Upon request a weekly email of the readings is distributed in advance so participants can read, study and reflect before participating. People may also join the discussion via Zoom, which is handy and often occurs. Patrick attends as he is able for part of the meeting. Each week a dozen or so attend.

Administrator: Tom Dewing

FUND RAISING EVENTS

Antique Show and Sales

Mission: The antique show has been an annual fundraising event for forty-five years to help increase our financial solvency and to provide outreach activities to our community. The event highlights The Church of the Holy Spirit by producing a high-quality antique show with specialty dealers from the New England area. Customers come from Cape Cod as well as off-Cape. Many have never been to our church.

Major Accomplishments/Activities in 2023

- Met a financial goal similar to years past without the use of parish solicitation that had been done in previous years
- Used new signs designed by Brian Schnetzer to advertise the show in multiple neighborhoods on the Cape
- 15 volunteers from our parish participated
- Arranged for porters for show
- Able to reinstitute offering luncheon both days after Covid restrictions being lifted
- Facebook also used to advertise
- Reduced advertising costs
- 24 dealers participated in the show after 3 dealers were unable due to illness
- 500 people attended the show

Challenges Moving Forward

- Able to continue to have quality dealers: many retiring due to age
- Managing parking issues, including for the handicapped
- Maintaining/increasing parish member participation for sign placement, gate coverage, etc.

Members of the Team

- Oversight of project: The Rev. Patrick C. Ward
- Chair for 2023: Debbie Meguerdichian
- Café and gate coverage: Nancy Boccia, Sarah and Rich Gregory, Chris Lavenets, Ann Pike-Paris, Michele Puzo, Brian Ridgeway, Brian Schnetzer, Dilys Smith, and Julie Thompson.
- Financial and cash management: Ann Anderson, Chris Crighton, Brenda Ridgeway.
- Providing office assistance with copying contracts, cover letters, etc.: Debbie Manning
- Obtain dealers, distribute contracts, collect booth fees, submit info for show booklet to Susan Owens (15+ yrs) for design and layout, submit booklet to printer as well as printing of show cards and posters for distribution to dealers and shops, request permits from Orleans Town Hall to hang banner on Main Street and post sign at Skaket Corners, obtain porters for show: Debbie Meguerdichian

- Set up and breakdown of show (tables, chairs, etc.): Wayne Currey, Matthew Harman, Kevork Meguerdichian

Holiday Arrangements

Mission: To extend financial aid to organizations in need on Cape Cod by engaging volunteers from The Church of the Holy Spirit and from our community to make and sell fresh holiday greens arrangements.

Major Accomplishments/Activities in 2023

- Profited \$1,000 more than from our sale in 2022
- Recruited several new volunteers to bolster our output
- Greatly increased our advertising via signs at the corner and in front of the church and posters around town; ad in Chronicle; postings on CHS website and Facebook; announcements during church service; and presentations during coffee hour.

Responsibilities/Challenges

- Encourage more participation and support from our CHS and local communities
- Improve training methods for new volunteers
- Schedule Holiday Arrangements event for second week in December to extend life of the arrangements through to New Year's Eve.

Members: Arlene Barrett, Sue Hitchcock, Nancy Ludewig, Sue Sasso, and Dotty Walsh

Holiday Bazaar

Mission: Each year a team of volunteers works together to produce the event on the first Saturday of November. The bazaar is a major fundraising activity with a percentage of funds designated for outreach programs. The focus is to produce an event that highlights The Church of the Holy Spirit and welcomes guests from all of Cape Cod to shop with unique internal and external vendors, enjoy lunch in the CHS Café, and experience the church through tours and hospitality-focused activities.

Major Accomplishments/Activities in 2023

- Exceeded fiscal expectations
- Implemented new activities, including a hammering demonstration by members of the Kimball Guild, a Children's Scavenger Hunt, and selling tickets to win themed baskets
- Produced a first draft document of the Church of the Holy Spirit art (to accompany guests on docent-led and/or self-guided tours)
- Engaged over 40 volunteers, including many newcomers to the church
- Increased FB and other marketing tools, resulting in a record number of visitors
- Benefited from over 2400 cookies and other food items donated to the food table – which sold out.
- Re-branded all signage
- Hosted 25 artists and vendors

Responsibilities/Challenges

- Increasing use of the lower level of the Parish Hall by creating a more welcoming environment for artists and vendors
- Managing increased traffic and parking congestion on campus
- Improving website information and traffic
- Maintaining and increasing team leadership

The Team

- Table chairs:
 - Artist and vendors, set up and operations: Sue Sasso
 - CHS Café: Brenda Ridgeway
 - Cabot Cheese: Ruth Campbell
 - Food table: Cris Harter, Melissa Keeffe Jones, and Cynthia Murray
 - Jewelry: Suzy Gray and Nancy Boccia
 - Books: Elizabeth Merritt
 - Scavenger Hunt: Priscilla Isner
 - Art and Sanctuary Tours: Jack Sasso
 - Volunteer Solicitation and Management: Meg Nemitz
 - Quilt and Themed Baskets: Priscilla Isner and Cris Harter
 - Financial and cash management: Priscilla Isner and Chris Crighton
 - Operations and so much more: Wayne Currey
- We increased the team to expand marketing efforts and created a subcommittee to address needs. Those members were also part of the larger team and included:
 - Brian Schnetzer (who designed and rebranded the bazaar collateral)
 - Roger Lovejoy (who increased visibility of FB by use of Reels)
 - Brenda Ridgeway
 - Kate Paradise
- Important contributors to the team also included:
 - Rev. Patrick Ward
 - Diana Crighton
 - And the amazing CHS community! We could not do this without you.
- Chair for 2023 – Nancy Boccia

Rummage Sale

Mission: A team of CHS volunteers produces a two-day event, held in early May in the Parish Hall. The sale is on a Friday from 4-7 PM and the following Saturday morning, 9-12 AM. Our focus is on outreach to both our church and the greater community. The sale provides gently used goods at affordable prices...clothing, linens, household goods, toys, books, seasonal decorations, artwork and arts and crafts supplies. The financial proceeds are donated to a different charity each year. This year we chose World Central Kitchen. Leftover goods from the sale went to Katy's Corner, Snow Library and the Salvation Army.

Major Accomplishments/Activities in 2023

- Successful rummage sale held May 5-6
- Updated sale signage inside the Parish Hall
- Showcased World Central Kitchen with posters around the Hall
- Added new volunteers to the team
- Added new clothing racks for better organization and display
- Exceeded fiscal expectations

Responsibilities/Challenges

- Replace higher priced items which didn't sell well
- Recruit more parish members, especially newest members for future leaders

The Team: The Rummage Sale is unique in that volunteers come and go between Tuesday and Saturday. Some stay an hour, and some come every day for several hours. There are many people, too many to mention, who make this sale happen. Thank you all.

- A few of the MANY were Dilys Smith and her team of cashiers with help from Chris Crighton, Suzy Gray on pricing, Diana Crighton on Poster Distribution and Linens
- Elizabeth Merritt and Joannie Barnes selling books in the Fireplace Room
- Sally and Tom Dewing and Sarah and Rich Gregory providing Friday lunch for volunteers
- Greeters, Patrick and Wayne at the door and outside
- Many others did unpacking, sorting, and tabulating on Friday night and Saturday morning of the sale
- Chairs for 2023: Marcia Bechtold, Fay and Ike Cole

HOSPITALITY

Fellowship

Mission: Our mission is to bring folks gathered for many fellowship reasons while sharing food.

Major Accomplishments/Activities in 2023

- January Epiphany Potluck Supper
- Lasagna supper
- Annual Meeting light lunch
- 6 Funeral receptions
- Celebration of Ministry Reception
- Special Coffee Hour honoring the Marriage of Patrick and Roger
- Pentecost, 90th Birthday of CHS cookout
- Church School Kickoff Cookout
- Advent Salad Luncheon and 50th Anniversary of the Free Shop
- Renewal of ServSafe certification (Ruth)
- We have welcomed some new folks to the kitchen reception crew especially 2 who have restaurant experience.

Responsibilities/Challenges

- We happily create meals for funeral receptions and any fellowship activities that occur during the year.
- We assist in any other meal activities led by other groups.
- We welcome any folks who enjoy offering cookies/bars and deviled eggs to our small sandwiches for receptions. We will call you when needed, maybe 2 or 3 times a year. If you are a clean-up person who can help to repackage plates for the families and do dishes, we welcome you! Please call Fay or Ruth to offer your cooking skills.

Members: Led by Ruth Campbell and Fay Cole with about 30 volunteers

Invite, Welcome, Connect (IWC)

Mission

To evangelize with Holy Hospitality as a form of worship.

- To provide tools and knowledge for inviting folks to the Church.
- To welcome Christ in the face of every person.

- To connect with folks' needs and to see that as a blessing for us.
- To continue to recognize and develop our parish strengths as a social and cultural group within the whole Church.
- To enable parishioners and visitors to have a rich and full church experience.

There is nothing subtle about this kind of Church. In society, culture, and politics today folks are looking for places to form authentic connections with others. Let's have that be The Church Of The Holy Spirit.

Major Accomplishments/Activities in 2023

- On September 10, we gathered about a dozen new members for lunch after the church service.
- On November 7, about 24 members of The Church of the Holy Spirit who had expressed an interest in *Invite, Welcome, Connect*, gathered for a potluck supper/meeting.

Responsibilities/Challenges

- We made a good start on examining what we are doing well and what needs some work as we welcome increasing numbers of new parishioners and re-connect with those who have been here with us for years.

Members: Earle Bailey, Cynthia Murray

Ladies' Luncheon

Mission: Ladies' Luncheon was created to give all women of the parish an opportunity to get together and share a meal. Our gatherings provide a welcoming and supportive space for regular fellowship and meaningful connections.

Major Accomplishments/Activities in 2023

- Have met all months, except October, cancelled due to Covid.
- Voted to meet in July and August, months usually used as a summer hiatus.
- An average of 18 people attended each gathering.

Members: All CHS women are invited each month. Fay Cole – Chair and Convener; Kate Paradise, Dilys Smith, and Andrea Stubbendick have also served as Conveners this year.

Sunday Coffee Hour

Mission: Coffee hour is a ministry which follows and extends the 10 am Sunday service. Our mission is to provide an informal gathering which enhances our sharing in faith and fellowship. Embracing and implementing the “Invite, Welcome, Connect” ministry continues to be our focus as we welcome new friends.

Major Accomplishments/Activities in 2023

- Coffee hour has been enhanced this past year with different themed Sundays. There was a series held on “Invite, Welcome, Connect” as well as financial updates, building and grounds presentations, Sundae Sunday, and even a fashion show by the Free Shop on its 50th Anniversary. Attendance has increased this past year, people are “lingering a little longer” and enjoying each other's company.
- Adaption to coffee hour as the Covid virus rises and falls. Coffee hour was held outside as the weather got warmer.
- Collaboration with fellowship for special events

- Ensuring that coffee was made every Sunday with the help of John Harter and Nancy Boccia until we hired a weekend Sexton. A special thank you to John and Nancy! Welcome, Matthew Harman.

Responsibilities/Challenges: Ensuring there are goodies (baked goods, fruit, crackers and cheese) every Sunday and volunteers to set up. There is a sign-up sheet on the table, and we invite you to sign up and bring a goodie of your choice! We are always looking for goodies, so please feel free to sign up. If you have any questions, please don't hesitate to ask. Thank you and looking forward to 2024!

Members: Michele Puzo – Chairperson (10+ yrs), many volunteers

LARGER FAITH COMMUNITY

Cape & Islands Deanery

Mission: Support of parishes (regionally/locally) in the mission and ministry of the diocese.

Major Accomplishments/Activities in 2023

- Ongoing conversations related to collaboration between local parishes:
 - Continuing conversation related to those parishes affected by influx of asylum seekers, and organization of local support for those flown to Cape/Islands from Florida and Texas.
 - Continuing conversations related to our changing climate and how local parishes can network toward local solutions.
 - Participation in Nauset Interfaith Association annual MLK breakfast and annual Sunrise Prayer Service at First Encounter Beach.

Responsibilities/Challenges

The Deanery meets four times per year – virtually, hybrid, and/or in-person. All are welcome.

- Large meetings via Zoom can be frustrating, particularly the time spent dealing with attendees' technical challenges.
- Meetings in-person can sometimes require significant travel time.
- Access to Deanery information.

Deanery Representatives: Kate Paradise, Celia Calhoun – also lay Co-Convener of the Deanery

Thank you to Celia Calhoun who has completed two terms as delegate; we are indeed blessed that she continues as the lay co-convener of the Cape & Islands Deanery

Cape Cod Council of Churches

Mission: The Council of Churches serves people of all ages from Cape Cod and the Islands who are facing some of life's most difficult challenges. "*Serving God by serving others,*" as we offer practical assistance, spiritual support and hope -- all with regard for religious affiliation.

Major Accomplishments/Activities in 2023

Collected a dolly stacked high with boxes of Pampers Diapers from CHS and donated them to A Baby Center. The warm welcome and thanks to CHS we received from the staff there is a constant reminder of how important it is that our church support that outreach endeavor.

Responsibilities/Challenges

Provide support for:

- A Baby Center – Cape & Islands
- Covenant to Care for Foster Families – Cape & Islands
- Faith Family Kitchen – Hyannis

- Hands of Hope Food Pantry and Outreach Center – Mashpee to Harwich
- Homeless Ministries, Here Now Ministries, and Youth StreetReach – Hyannis
- Hospital Chaplaincy – sponsors a chaplain at Spaulding Rehabilitation Hospital

Members: Bill and Margaret Anne Heuss

Diocese of Massachusetts 238th Annual Convention

“In Christ, Called to Collaborate”

Friday/Saturday October 27/28

Mission: The Diocese of Massachusetts Convention is an annual event convened to conduct the business of the Diocese, including elections to relevant positions, the annual budget, and approved resolutions. Attending members are all licensed Diocesan clergy and two delegates from each of the 180 parishes (totaling some 600 people).

Major Achievements/Activities in 2023

- Discussion on Collaboration between parishes to share clergy or groups to share living together in an Episcopalian community.
- Keynote Address (<https://www.youtube.com/watch?v=eduXdSEsFI>) given by the Rev. Katie Namakura Renger, the Presiding Bishop’s Staff Officer for Church Planting, describing her experience in planting a church in Birmingham, Alabama, with all the challenges that she and her team faced.
- Holy Eucharist service, including the last Convention Address by retiring Bishop Alan Gates, which was moving, inspiring, and hopeful. (<https://diomass.org/news/diocesan-news/video-address-bishop-gates-2023-diocesan-convention>).
- Election for the various positions on Committees.
- Voting on all the Resolutions. (<https://www.diomass.org/diocesan-convention-2023>, scroll down for resolutions) covering Reparations and other matters.
 - Included an amendment to Canon 14 on the Organization of Parishes and Missions, to include “Intentional Episcopal Communities”.
- Excellent organization of all matters.

Diocesan Delegates: Celia Calhoun, Kate Paradise

Nauset Interfaith Association

Mission: The Nauset Interfaith Association formed in 2009 is a 501c3 non-profit association of clergy and lay leaders from 22 Christian, Jewish and Islamic congregations on Cape Cod. Our mission is: to deepen our mutual understanding of each faith tradition; provide mutual support and encouragement to each other; and to work together for the common good of our wider community, especially standing with the poor, oppressed and marginalized.

Major Accomplishments/Activities in 2023

- MLK Action team hosted a conference for Cape Cod educators focused on diversity, equity and inclusion in our school districts.
- Dialogue with police chiefs regarding improving police practices led to the Barnstable County Human Rights Rosenthal Humanitarian Award.
- A series of 17 events in cooperation with local indigenous Wampanoag tribe to deepen understanding of indigenous and environmental principles and practices.

- Refugee Support Action Team offered a series of presentations, “Voices of and by immigrants living on Cape Cod and beyond.”
- This program will continue in 2024, focusing on hearing from Cape Cod residents who immigrated from Brazil, Venezuela, Haiti, Jamaica, and Ukraine.
- NIA sponsored interfaith worship events ,including MLK breakfast, dawn service at First Encounter Beach with Wampanoag representatives, and Interfaith Thanksgiving service.
- Continued support for a persecuted refugee family from the Democratic Republic of Congo now living in Chatham.
- Issued public statements on important social issues, including Land Acknowledgment (expropriations by European settlers), Safe Communities Act (deportation issues), Transgender rights, and commitment to non-violent solutions of conflicts.
- Provided \$13,500.00 in higher education scholarships to 9 students at risk of becoming homeless as well as *offering them supportive friendship as they desire.*

Responsibilities/Challenges

- We are still recovering from the Covid epidemic and hope to restore a springtime interfaith worship event and summer program.
- Some of our congregations do not have reliable representative(s) at our monthly meetings.
- We need to do a better job of communicating to the wider community as well as our member congregations.
- We need to secure broader financial support for our social justice ministries here on Cape Cod.

Staff Members: The Rev. Edgar Miranda, President (2 yrs), Madalyn Hillis-Dineen, Vice-President (6 yrs) Fr. Ken Campbell, Treasurer and Founder (14 yrs)

OUTREACH

Food 4 Kids

Mission: Food 4 Kids works to alleviate childhood hunger and promote literacy on the lower/outer Cape by bringing together the Church of the Holy Spirit and local communities to provide free meals and free books for children and teens in the summer when schools are out.

Major Accomplishments/Activities in 2023

- Held a 10th Anniversary Celebration on June 24.
- Continued partnerships with 14 community programs from Harwich to Provincetown and added a 1-week program in Brewster and in Eastham, extending our meal service in those towns.
- Served more meals than ever: 1,827 breakfasts; 22,446 snacks; and 19,483 lunches; for a total of 43,756 meals. Averaged 592 lunches a day in July vs 530 in 2022 and 441 in 2019 (pre-COVID).
- Continued our popular free book program, giving away 2,400 books, and providing a free Harwich Junior Theatre play to 3 sites.
- Received more publicity, including an interview with *Cape Media*, a 2-minute movie prepared for our Diocese, participation on a panel discussion with Snow Library’s *Lifelong Learning Program*, and several articles in the *Cape Cod Chronicle*.
- Accomplished it all with the wonderful efforts of returning and new staff and the help of more than 130 volunteers to prepare, pack and deliver the meals. This despite the inability to fill the critical Kitchen Manager staff position
- Received extraordinary funding from new and returning sources.

Responsibilities/Challenges

- We could do more
 - The economic situation for families is not expected to improve and our community partners continue to expand their programs: adding weeks, shifting to all-day instead of half-day.
 - Rule changes by the USDA for the Summer Food Service Program will increase the number of sites/programs that Food 4 Kids could support.
- Staffing
 - Leadership: After 11 years of solid growth, we recognize the need to strengthen our leadership, both paid and volunteer, to be better equipped to meet the continuing need, including filling a paid Program Director role.
 - Site Supervision: This summer's audit by the Department of Elementary and Secondary Education (DESE) confirmed our need to add staff for better coverage/follow-up of sites.
 - Safety: With increasing loads, relying on volunteer drivers with a range of car sizes to safely deliver meals is a continuing concern.
 - Hiring Difficulty: Identifying and hiring summer staff continues to be a challenge.
- Data Systems: This summer's audit by DESE confirmed our need for improved data systems for inventory management (food and supplies) and meal count data accuracy.

Steering Committee: Brenda Ridgeway (10+ yrs) & Anne Koehler (8 yrs) – Co-Directors (7 yrs) with Jack Kadzik (2 yrs), Page McMahan (10+ yrs), Cynthia Murray (10+ yrs), Mary O'Reilly (1 yr), Brian Ridgeway (10+ yrs), and Allison Wetzal (2 yrs)

Staff: Operations Manager – Anne Marie Mullen (7 yrs); Program Manager – Laura Froeschner (6 yrs); Jr. Staff Assistants – Ray Thompson (1 yr) and Elizabeth Thompson (1 yr); Site Supervisors – Matt Montiero (3 yrs) and Chris Gray (1 yr)

Food 4 Kids 2023 Estimate and 2024 Budget

Calendar Year Jan 1 - Dec 31

As of 1.5.24

	2023 Final	2024 Prelim Budget
INCOME SOURCES	180,272	225,682
USDA/MA DESE Reimbursement	121,036	124,667
Grant Income	55,579	91,000
DESE EATS Grant/Project Bread	18,614	18,000
Town Human Services	10,250	23,000
Local Orgs & Agencies	20,100	35,000
Faith Based	6,615	15,000
Individuals Donations	3,641	10,000
Interest	16	15
EXPENSES	178,332	281,830
Wages & Benefits	44,918	138,568
Administration	9,992	84,795
Operations	31,777	43,787
FICA	3,149	9,837
Payroll Expense	0	150
Other Operating Costs	133,414	143,262
Travel Costs (employee mileage)	1,308	2,000
Supplies and Materials	97,851	102,837
Food	90,027	94,529
Meal prep/pack supplies	5,930	6,108
Office supplies	1,893	1,950
Training	0	250
Equipment	1,111	1,150
Communication/Promotion	7,506	7,732
Special Programs (Books/Plays)	10,357	12,000
Other Costs	15,282	17,543
Utilities	4,644	4,804
Maintenance	3,173	3,269
Storage	2,533	3,120
Movers	1,120	1,150
Technology / Data Systems	3,660	5,000
Other	151	200
Net Operating Surplus / (Deficit)	1,939	(56,148)
 Draw from Capacity to Serve fund		 48,000
		(8,148)

Free Shop

Mission

- To provide free clothing for those in need and those shopping for those in need and an excellent facility for those recycling their clothing
- Freely you have received – freely give ... if you “take” from the shop – when able, “give” to the shop!

Major Accomplishments/Activities in 2023

- Gratitude - celebrated 50th anniversary/birthday – Founders: Joy Brookshire and Ginny Lucil were present
- “Keeping up” with the increased amount of clothing donations and number of customers
- Established “giving” to Nauset schools

Responsibilities/Challenges

- Increase number of faithful volunteers
- Discourage/decrease the amount of clothing donations received that are not appropriate or clothing that is out of present season

Co-Directors: Sharyn Laughton, Meredith Perkins

Loyal, faithful volunteers: *Most listed have worked 10 – 15 years or more*

Nancy Anderson, Arlene Barrett, Mary Anne Bragdon, Ruth Campbell, Fay Cole, Judy Gardiner, Suzy Gray, Gray, Margaret Ann Heuss, Larry & Carol Kane, Joan Karter, Ginny Lucil (*50 years!*), Michele Puzo, Nancy Ranscht, Jan Roberts, Sue Sasso, Georgia Schneider, Janet Winter

Habitat For Humanity

Mission

- To sponsor a Habitat for Humanity house as an expression of our love in response to the need for more affordable housing in our neighborhood.
- To honor the memory of former parishioners Gilbert Merritt and Nat Goddard who were active volunteers in Habitat for Humanity.
- As a cosponsor of a house being built in Brewster in 2023-2024, to offer a variety of opportunities for people at CHS to participate individually and together in the project.
- Communicate what’s happening so that all may share in the joy of what is being accomplished.

Major Accomplishments/Activities in 2023

We are underway and gathering momentum:

- Communicated to the Parish that the project was underway. Tara Cronin of Habitat for Humanity gave a briefing at a coffee hour after church in October. Doug Fromm gave a brief overview of how the project came into being and the significance of Gilbert and Nat’s involvement. Volunteer sign-up sheets were made available, and many indicated their interest. This was forwarded to Habitat and on to the people assigned as coordinators for various aspects. Volunteers have received instructions for signing up with Habitat.
- There were robust, 50 or so, turnouts from our church at two inaugural events for the Brewster build as well as at a final dedication of another build of two houses just completed in Chatham.
- Patrick presented our \$50,000 donation to Tara Cronin.
- Celia Calhoun is coordinator for devotions.
- Volunteering began in December and is scheduled to increase in January with active participation from our volunteers providing snacks.

- A quilting group is getting organized and has been in touch with the family regarding needs and individual tastes.

Responsibilities/Challenges

The build is scheduled for completion in the autumn of 2024.

- Organize at least one 'team day' when most participants on-site will be from CHS.
- Consider opportunities for fundraising events for this Habitat build.
- Explore possibilities for further ways to celebrate this work with Habitat and with Erin and her family.
- Keep focus on sharing and communicating.

Members: Doug Fromm and Tom Dewing, Co-chairs, with help from those offering devotions, providing snacks and quilters

Outreach Committee

Mission: The mission of our committee is to provide outreach to both Cape Cod and the worldwide community through volunteerism and financial donations. The agencies we work with are carefully screened as to their mission, viability and need.

Our members are liaisons to the agencies we support, and they keep the committee aware of the agencies' needs and activities. We review questionnaire responses and financials from our agencies annually. Meetings are open to the parish and are held the first Thursday of the month.

Major Accomplishments/Activities in 2023

- Made grants to 18 agencies on Cape Cod from the Outreach line item in the Parish Budget, from Badger Fund income, and from funds raised from the First Fruits Committee and the Heed Fund
- Donated funds to support relief efforts to the earthquake in Turkey, Israel/Gaza relief, Ukraine, Jerusalem Anglican Church earthquake relief, and Endupoto Primary School in Tanzania

Responsibilities/Challenges

- To involve parish members more fully in the activities of the agencies we support on the Cape
- To recruit new committee members

The Team: Chip Bechtold and Phil Suraci – Co-chairs for 2023, with Fay Cole, Sally Dewing, Sally Drew, Kathy Goddard, Bill Heuss, Robin McLaughlin, Page McMahan, Nancy Miller, Brooke Skea, Dianne Fromm (Vestry Liaison). (The majority have served over ten years.)

OUTREACH DONATIONS REPORT FOR 2023

Total Outreach Budget	\$ 40,000
Americares-Turkey & Syria	\$ 2,000
Council of Churches	\$ 4,500
Lower Cape Outreach	\$ 2,000
Food for Kids	\$ 2,500
Homeless Not Helpless	\$ 4,000
Nauset Interfaith	\$ 3,000
Aids Support	\$ 3,000
Safe Harbor	\$ 3,500
Hospitality Homes	\$ 1,000
Homeless Prevention	\$ 8,000
Amazing Grace	\$ 2,500
Cape Abilities	\$ 3,000
Cape Cod Children's Place	\$ 1,000
Diocesan Assessment	\$ 59,967
Badger/Morgan Fund	\$ 16,500
Champ House	\$ 4,000
Housing Assistance Corporatio	\$ 2,000
Independence House	\$ 2,000
Latham Center	\$ 2,000
Endopunto	\$ 3,500
Lower Cape Outreach Council	\$ 1,000
Americares (where needed)	\$ 2,000
Outreach Funds	\$ 7,982
AFEDJ Earthquake Syria	\$ 5,082
Lower Cape Outreach	\$ 1,000
Homeless Prevention	\$ 800
Epis. Relief & Dev. Israel/Gaza	\$ 1,100
Holiday Arrangements	\$ 2,500
Homeless Prevention	\$ 500
Habitat for Humanity	\$ 500
Lower Cape Outreach	\$ 1,000
Family Pantry of Cape Cod	\$ 500
Hagenbuckle Fund	\$ 2,000
Orleans Summer Program	\$ 2,000
Habitat for Humanity	\$ 54,113
Total Outreach for 2023	\$ 183,062

WORSHIP

Advent and Lent Together

Mission: Our mission is to engage members of the congregation in creating a book of daily meditations for Advent and another for Lent.

Major Accomplishments/Activities in 2023

- Produced a booklet of writings for Advent and another for Lent

Responsibilities/Challenges: members have been contributing individual short writings for each day of these two blessed seasons, which are then published for dissemination to the parish in booklet form, with artwork by Sharyn Laughton. The (anonymous at your request) work of some 40 parishioners over the years has been based on liturgical assignments for a particular day or a personal life experience, and is welcomed by an appreciative congregation.

Editor: Dilys Smith

Altar Flower Guild

Mission:

To provide flower arrangements for church services at a reasonable cost.

Major Accomplishments/Activities in 2023

- We added a couple of new members
- We further refined the arrangements for special occasions such as baptisms.
- We created arrangements for several funerals.

Responsibilities/Challenges: We would love to have a few more members.

Members: Arlene Barrett, Nikki Carter, Fay Cole, Cris Harter, Roger Lovejoy, Karen Lundsgard, Cynthia Murray (Chair), Susan Sasso, Marty Williams

Altar Guild

Mission: To serve God in His house by preparing the Sanctuary for worship, maintaining and caring for the sacred vessels, altar linens, and vestments, and serving the clergy and the parish.

Major Accomplishments/Activities in 2023

- Participation in the Institution of The Rev. Patrick Ward.
- Provided Altar set-up and support for the wedding of Patrick and Roger

Goals for 2024

- Do a complete inventory of the Sacristy to see what needs to be repaired or replaced.
- Institute a schedule of regular meetings of the Guild
- Complete and publish a new, updated Altar Guild Manual

Members: Victoria Hutchens, Directress; Meredith Perkins, Assistant Directress; Gail Binney-Sterne, Jean Gatzkiewicz, Georgia Schneider, Hanna Schneider, and Barbara Wahlquist.

Centering Prayer

Mission: The Centering Prayer group is an ecumenical (and sometimes interfaith) group of people who practice sitting with God and others for 30 minutes of silent prayer. Like the Center for Action and Contemplation, we wish to “deepen prayer practice and strengthen compassionate engagement in the world.”

Major Accomplishments/Activities in 2023

Until the days became too short, we met at 4:30 pm on Mondays at the Federated Church and on Thursdays at the Church of the Holy Spirit. Now we are meeting at 3:00, so that no one has to drive home in the dark. We believe we speak for all when we say that praying together has brought us into a very close relationship. We welcome others to come and share this with us.

Leaders: Brooke Eaton-Skea, Meg Nemitz

Ushers

Mission: Our mission is to facilitate a smooth service by passing out bulletins at the services, directing parishioners to the communion rail, collecting the offering, lighting candles, ringing the bell to start the service, welcoming people, and assisting anyone who needs help.

Major Accomplishments/Activities in 2023

- Added two new ushers: Sally Dewing and Michael Isner
- Bill Gardiner and Jan Roberts retired. Bill had ushered for many years.

Responsibilities/Challenges

- We serve at the 10:00 AM Sunday service as well as funerals, and any special services such as Christmas and Easter.
- We work closely with Patrick and Altar Guild.

Members: Mary Anne & Don Bragdon, Sally Dewing, Kathy Goddard, Mary Hammatt, John Harter, Michael Isner, Dick Koeppen, Sue and Jack Sasso, Brian Skea, Phil Suraci – Head Usher

Wednesday Morning Prayer Group

Mission: We are a small group who meet spiritually every Wednesday to pray together at 9:00 AM.

Major Accomplishments/Activities in 2023: Each of us remains in our separate homes as we pray together, following the structure of *The Book of Common Prayer* as found on page 137. We provide a list of the scriptures assigned for the month. We would love to have you join us.

Members: Richard O'Hara, Coordinator

Worship Statistics

CHS Worship Statistics 2012-2023

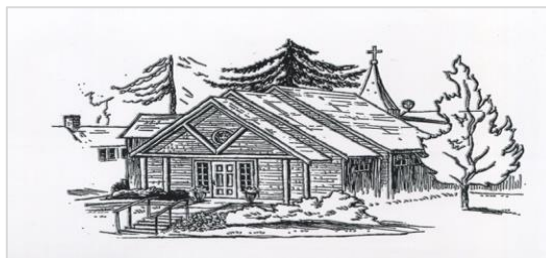
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
AVERAGE SAT/SUN	227	215	202	192	180	173	141		125	119	136
In-person								128 ¹ (Jun-Dec)	78	85	117
Zoom								56 ² / 88 ³ (Jan-Dec)	55	25	
YouTube								(Jan-Dec)	24	39	19
CHRISTMAS	481	393	456	375	385	352	321	115	365	321	393
In-person										251	328
Zoom								115	365		
YouTube										70	65
EASTER SAT/SUN	477	424	434	358	331	417	306	0	312	230	327
In-person										205	302
Zoom									312	25	25
EUCCHARISTIC VISITS	168	165	149	95	119	185	76	21	4	1	24
WEEKDAY SERVICES	148	164	155	148	115	122	116	44	56	59	91
BAPTISMS	4	6	5	2	2	4	7	1	1	0	2
CONFIRMATIONS	0	9	0	7	0	6	0	0	0	0	0
MARRIAGES	0	5	3	3	1	0	4	0	0	1	1
BURIALS	18	19	26	17	11	9	14	7	11	32	15

NOTE: By Episcopal Church norms the Saturday evening "anticipated" Eucharist counts as a Sunday Service.

¹ Pre-pandemic

² Morning Prayer

³ Eucharist



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