

# The Church of the Holy Spirit (Episcopal)

Knowing • Loving • Serving  
God + Neighbor

## 2024 ANNUAL REPORT

PRESENTED TO THE  
ANNUAL PARISH MEETING

February 2, 2025



**RECTOR**

Rev. Patrick C. Ward

**WARDENS**

Celia Calhoun

Priscilla Isner

**CLERK**

Dianne Fromm

**TREASURER**

John Harter

**VESTRY MEMBERS**

Earle Bailey

Nancy Boccia

Sarah Gregory

Jennifer Marlin

Ann Pike-Paris

Michele Puzo

Jack Sasso

Betty Suraci

**STAFF**

Office Assistant

Debbi Manning

Minister Of Music

Joan Kirchner

Property Supervisor

Wayne Currey

Part-time Sextons

Matthew Harman, Faith Stineford

Bookkeeper

Ann Anderson

*Front Cover Art by Brian Schnetzer*

*Back Cover Art by Dan Joy*

*Edited by Celia Calhoun and Anne Koehler*

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**PART I – ANNUAL MEETING INFORMATION & REPORTS**  
**February 2, 2025**

**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, February 2, 2025**, to act on the following:

- 1) To receive and approve the Minutes of the Annual Meeting of The Church of the Holy Spirit held on Sunday, January 28, 2024
- 2) To elect:
  - one (1) Warden for a two (2) 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) Diocesan Convention/Deanery Delegate for a two (2) year term
  - one (1) Alternate Convention/Deanery Delegate for a two (2) year term
- 3) To receive the Fiscal Year 2025 Budget adopted by the Vestry
- 4) To receive and approve the amended By-laws
- 5) To receive all Reports that are presented.

**In the event that a weather emergency requires the cancellation of this meeting, it shall be held in person and by Zoom at 11:30 Sunday February 9, 2025.**

In Witness Whereof,

I do hereby set my signature this 17th day of January, 2025.

***Alice D Fromm***

Alice D Fromm  
Parish Clerk

# The Church of the Holy Spirit (Episcopal), Orleans

## 2025 ANNUAL MEETING AGENDA

February 2, 2025

1. Opening Hymn .....*Lord You Give the Great Commission*  
WLP 780
2. Welcome, Warrant, Opening Prayer .....Rev. Patrick Ward; Celia Calhoun  
& Priscilla Isner, Wardens; Dianne  
Fromm, Clerk
3. Approval of Minutes of last year's Annual Meeting .....Dianne Fromm, Clerk
4. Treasurer's Report for 2024.....John Harter, Treasurer
5. 2025 Budget.....John Harter, Treasurer
6. Receipt of all Reports .....Wardens
7. Report of the Wardens .....Celia Calhoun & Priscilla Isner
8. Report of the Rector.....Rev. Patrick C. Ward
9. By-laws Task Force Report.....Sarah Gregory
10. Vote on By-laws.....Wardens
11. Nominating Committee Report.....Jamie Thompson, Chair
12. Call for Additional Nominations.....Wardens
13. Election.....Wardens (and Tellers, if required)
14. Departure of Outgoing Officers/Vestry Members/Delegates.....Rev. Patrick C. Ward
15. Installation of New Officers/Vestry Members/Delegates .....Rev. Patrick C. Ward
16. Opportunity for Comments.....All
17. Benediction.....Rev. Patrick C. Ward
18. Adjournment.....Wardens

# MINUTES OF THE ANNUAL MEETING HELD ON JANUARY 28, 2024

*(In person and on Zoom)*

## ***THE CHURCH OF THE HOLY SPIRIT (EPISCOPAL)***

*Orleans, Massachusetts*

**Welcome, Warrant, and Invocation:** Brenda Ridgeway, Warden, welcomed everyone.

Registrars: Cris Harter, Elizabeth Merritt, Kathy Goddard, Hanna Schneider, with Nancy Boccia for Zoom attendees. The Rev. Patrick Ward gave the Invocation. Priscilla Isner read the Warrant and called for the Quorum: Ann Pike-Paris reported 106 being in-person and on Zoom.

**Quorum and Appointment of Tellers:** Brenda Ridgeway called the meeting to order and declared the Annual Meeting in Session and appointed Tellers: Ike Cole, John Harter, Page McMahan, Jen Marlin. 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 February 12, 2023, proposed by Page McMahan, seconded by John Harter, all approved.

### **Reports:**

The following gave their reports:

Chris Crighton: Treasure's report for 2023 and 2024 Budget

Celia Calhoun: Report of the Wardens

Patrick Ward: Report of the Rector

(All reports are included on the church website)

Bill Mason proposed a motion to receive the Fiscal Year 2024 Budget as adopted by the Vestry, seconded by Steve Koehler, and the motion passed.

Bill Mason proposed a motion to receive the reports that were presented in the annual report, Seconded by John Harter, and the motion was passed.

**Nominating Committee Report:** As Chair of the Nominating Committee, Jamie Thompson presented the nominating committee report and placed these names in nomination:

### **Vestry**

Celia Calhoun	Warden	2 <sup>nd</sup>	2-year term
Priscilla Isner	Warden	2 <sup>nd</sup>	year of unexpired 2-year term
John Harter	Treasurer	1 <sup>st</sup>	1-year term
Dianne Fromm	Clerk	1 <sup>st</sup>	1-year term
Sarah Gregory	Vestry member	1 <sup>st</sup>	2-year term
Earle Bailey	Vestry member	1 <sup>st</sup>	2-year term
Michele Puzo	Vestry member	2 <sup>nd</sup>	2-year term
Jack Sasso	Vestry member	2 <sup>nd</sup>	2-year term
Nancy Boccia	Vestry member	2 <sup>nd</sup>	year of unexpired

### **Diocesan Convention and Deanery:**

Cris Harter	Delegate	1 <sup>st</sup>	2-year term
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Brenda Ridgeway, Warden, called for additional nominations from the floor or on Zoom for the open positions. There were none.

She closed the nominations and asked for a motion to instruct the Clerk to cast one ballot electing the slate of candidate as presented. Kate Paradise so moved, Steve Koehler seconded, and the motion passed.

**Departure of outgoing officers/Vestry members:** Patrick Ward offered a prayer; gifts presented to Chris Crighton and Brenda Ridgeway.

**Installation of new officers/Vestry members:** Patrick Ward offered a prayer, installation of Celia Calhoun, Priscilla Isner, John Harter, Dianne Fromm, Jack Sasso, Nancy Boccia, Michelle Puzo, Sarah Gregory, Earle Bailey.

**Opportunity for comments:**

Bill Mason asked about no money being set aside for the Discretionary Fund. Patrick said he is using money from 13 funerals this past year.

There was concern that Patrick was given only \$1000 for continuing education. Chris, the treasure, stated there is more money available if necessary.

Fund raiser amount seemed low. Chris explained that is an unknown number till the event happens. To balance the budget best the number be kept low.

**Benediction:** Offered by Patrick Ward

**Adjournment:** Brenda Ridgeway called for a motion to adjourn the meeting, seconded by Kate Paradise, all approved. Ended at 1:05

Respectively submitted,  
Priscilla C Isner  
Clerk

## **TREASURER'S REPORT FOR CHURCH YEAR 2024**

### ***Operating Account***

We have an excess of Income over Expenses of \$28.0K for the Total Year 2024 which will replenish our savings as part of our unrestricted reserves available for use in our future together.

**Income:** Pledge Income came in at 100% of budget (\$314K). Parish Giving beyond pledge income excelled, producing \$77.5K in income; +\$20K - 36% over budget. Budgets for Unpledged Income and Loose Plate were lowered slightly compared to last year in consideration of a large number of new pledges, but that was an error – the money kept coming as more new people found CHS.

The star of Other Income is Fund Raising Events. 2024 has income from 4 events, rather than just 3, but that far from explains the amazing increases in income compared to both last year and expectations. Fund Raising Events was \$30K over budget (222% over budget). The Solar Array income is under budget (by \$3K) due solely to the slowness of income generators to pay us.

To balance our 2024 Budget expenses, we drew 5.9% of our savings supporting operations (a portion of our funds invested at the DIT), which is LESS than we withdrew in 2023 (6.3%).

Total Operating Income of \$721.5K finishes the year at 106% of Budget.

**Expenses:** Total Expense of \$687.0K came in at 102% of budget. There were no unexpected expenses to note, but we continue to incur high expenses for the repair, maintenance and replacement of various parts of our substantial and aging campus.



Last year CHS adjusted staff and independent contractor compensation upward to more properly reflect current living wages for each position. Having had a good year financially is much the result of our caring staff and, so, year-end bonuses were paid, with gratitude.

### ***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 2024 the total balance in these accounts was \$150,602.

### ***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 75% in the Stock Fund and 25% in the Income Fund.

Our investments in the Diocesan Investment Trust (DIT) finished strong, with a gain of 5 percent for the year AFTER our draw of 5.9% to support Operations for 2024. Even when our substantial withdrawals are factored in, our portfolio supporting operations (\$4,647,200 at 12/31/24) still grew by over \$250,000.

### ***2024 Outreach***

The 2024 Outreach report is also attached for your reference (see p. 45). It lists Outreach donations from our operating budget, non-operating funds, and from our other organizations and committees.

Florence Kimball Society and Fund established

In gratitude for all those who remember The Church of the Holy Spirit financially beyond their annual pledges, we established The Florence Kimball Society and Fund. Future gifts from parishioners' planned giving and other gifts will be added to the already great generosity shared from previous givers. Funds will be managed by the **Trustees of Donations to the Protestant Episcopal Church (DIT)**.

### ***Conclusion***

This great financial performance is driven by long time congregants pledging anew and new people who come through our doors and stay because they are well greeted. Our Bazaar, Rummage Sale and Antiques sales grew in excellence as well as income, and provide important open-door experiences attracting new members and great community building events for members. The principal explanation, however, is that Patrick agreed to forestall hiring an assisting priest. We plan to hire in 2025 and a transition plan to be able to afford this hire is in place (IRS/ERC funds invested but held aside for assisting priest hire.)

2025 Pledges in hand total 151 – we exceeded our Goal – Totaling over \$378K, with 71 Increased Pledges and 28 New Pledges.

We are blessed as well as being financially responsible stewards.

Respectfully submitted,  
*John Harter*, Treasurer

## OPERATING BUDGET FOR 2025

The 2025 Operating Budget was approved by Vestry at its January meeting, and is presented, together with 2024 Actual and Budget figures below.

**Overview:** The big change is that we are planning to hire an assistant to Patrick during 2025. While a variety of uncertainties surround the plan, we have budgeted for a 75%-time Associate Priest for 6 months – reality may prove to be different, but we are providing a \$50K salary (\$70K total cost with pension & benefits) in our budget. We also have funds received from the IRS for the retention of employees during COVID set aside to help us transition into this additional ongoing annual cost. Recognizing that we are stretching this year to afford this additional hire, we have budgeted a total year deficit of \$5,500 to inspire us to identify additional income.

**Income:** Total Operating Income is budgeted at \$783K – 15% over our 2024 budget and 8.5% over 2024 Actual receipts. We met our **Pledge Participation Goal of 150 Pledgers** who pledged over \$375K, a 14% increase over 2024. 71 pledgers increased their pledges, and we have 28 new pledgers. WOW! Our Annual Fall Pledge campaigns since Patrick's arrival (2 years) have reflected the energy and commitment palpable in our parish and for which we all feel grateful and celebrated.

The DIT draw from our invested savings will increase from 5.9% budgeted in 2024 to 6% in 2025, but yield \$7K less in income due to a lowered value to our 3-year running investment value average.

To afford hiring an assisting priest, we still need additional income which we can access from monies received, and set aside, from the IRS for retaining employees during COVID. We have received \$63K to date and anticipate receiving a total of \$90K of which we have budgeted the use of \$30K in 2025 to allow us to hire this year.

**Expenses:** We have budgeted a stipend of \$50K, with total cost including benefits of \$70K, to hire an assistant to Patrick – this is calculated as hiring as Associate priest for 75%-time for 6 months. Other expenses are similar to 2024 – without the additional priest expense, all other expenses are budgeted to increase only 3.5%.

**Conclusion:** We are blessed as well as being financially responsible stewards of our Church of the Holy Spirit. Our parish needs more than one priest to fulfill our potential and we have a plan in 2025.

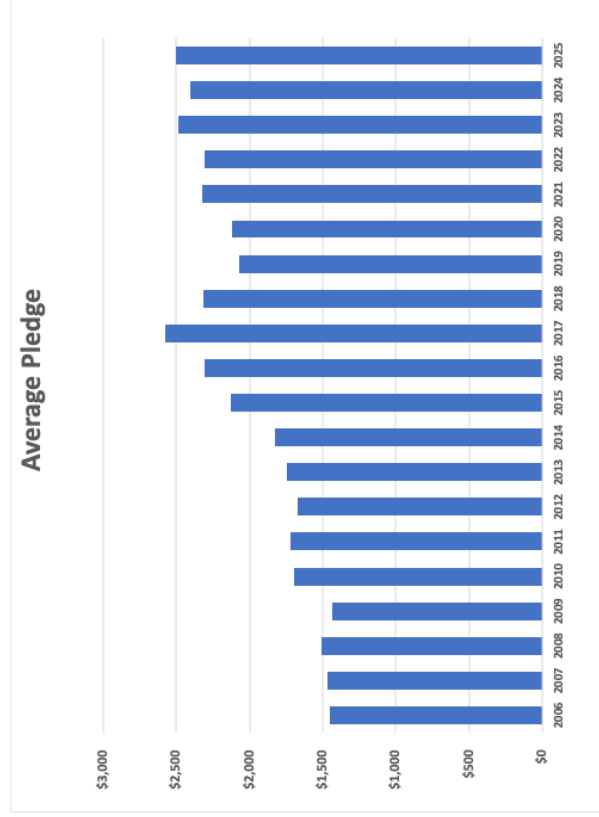
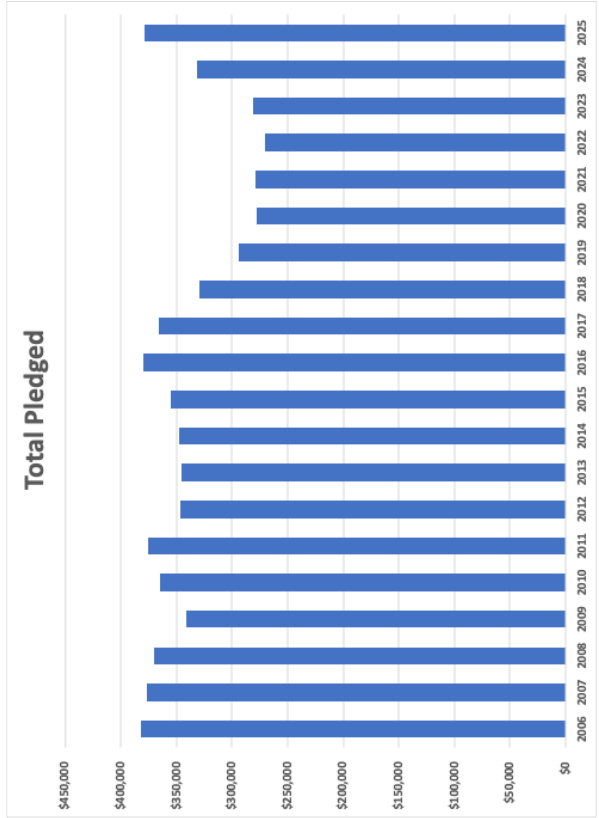
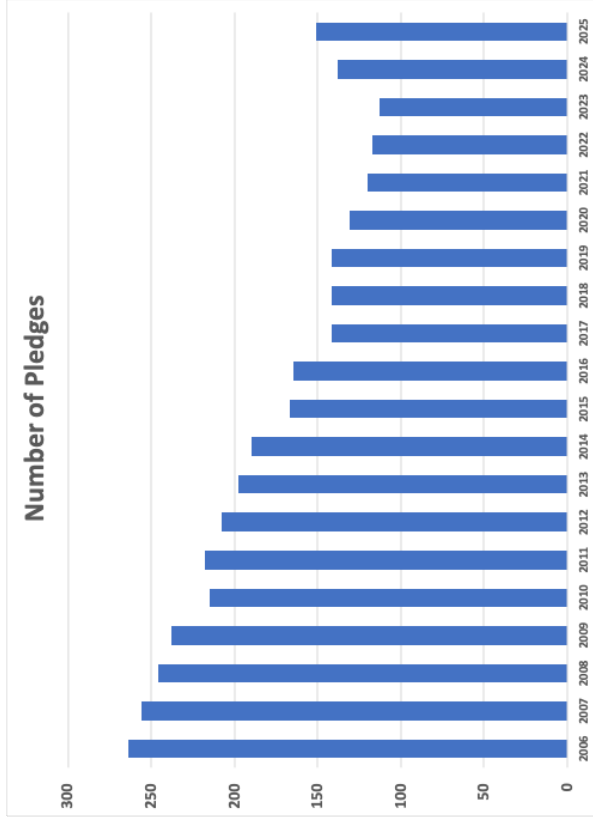
Respectfully submitted,  
John Harter, Treasurer

# PLEDGE HISTORY

## 2024 vs 2025

Level	2024	2025
\$10,000+	4	5
\$5,000-\$9,999	12	15
\$1,000-\$4,999	84	94
<\$1,000	38	37
<b>Total Pledges</b>	<b>138</b>	<b>151</b>
<b>Total \$\$</b>	<b>\$281,355</b>	<b>\$378,544</b>
<b>Average Pledge</b>	<b>\$2,039</b>	<b>\$2,507</b>

<b>New</b>	35	28
<b>Increased</b>	52	71
<b>Unchanged</b>	43	49
<b>Decreased</b>	8	3



## OPERATING BUDGET FOR 2025

Adopted by the Vestry

THE Church of the Holy Spirit							
2025 Budget Adopted by Vestry							
				Approved	<b>2024</b>	<b>BUDGET</b>	
Updated 1/14/25				2024	<b>ACTUAL</b>	<b>2025</b>	
				Budget			
<b>OPERATING BUDGET</b>							
<b>Income</b>							
5000 Operating Income							
		5010 Pledges		314,573	314,085	375,000	
		5015 Prior year pledges		3,500	6,937	4,000	
		5020 Unpledged income		44,000	52,630	45,000	
		5030 Loose plate		7,000	15,596	12,000	
		5040 Holiday giving		1,000	2,316	1,000	
		5050 DIT withdrawal	(25: 6%)	266,723	266,720	259,800	
		NEW IRS Employee Retention Funds			0	30,000	
		5060 Parish hall use		10,000	3,820	3,000	
		5070 Fund raising events		13,500	43,465	35,000	
		5080 Galley West			855	100	
		5085 Solar array Income		18,000	14,698	18,000	
		5090 Bank interest		0	405	100	
<b>Total 5000 Operating income</b>				<b>678,296</b>	<b>721,527</b>	<b>783,000</b>	
<b>Expense</b>							
6000 Personnel							
		6001 Payroll		1.07			
		6010 Rector stipend		109,285	116,512	113,900	
		6020 Assisting priest stipend	ASSOCIATE: 75%	0	0	50,000	
		6030 Minister of music		46,856	47,856	48,300	
		6030 Music director			0		
		6040 Organist			0		
		6050 Personnel adjustment					
		6055 Office assistant		26,802	28,875	27,600	
		6060 Property supervisor		44,621	45,621	46,000	
		6065 Weekend custodian		15,473	6,867	7,500	
		6070 Child care		2,000	1,374	2,100	
		6080 Employer FICA		18,000	18,675	22,400	
		6085 Payroll expense		1,650	4,050	1,700	
<b>Total 6001 payroll</b>				<b>264,687</b>	<b>269,830</b>	<b>319,500</b>	
6200 Personnel benefits							
		6210 Rector travel		2,500	800	2,500	
		6215 Assisting priest travel			0	1,200	
		6220 Clergy pensions		21,589	18,882	42,500	
		6230 Clergy medical insurance		18,000	22,632	29,800	

			Approved	<b>2024</b>	<b>BUDGET</b>
Updated 1/14/25			2024	<b>ACTUAL</b>	<b>2025</b>
	6235 Clergy dental insurance		1,200	1,756	2,700
	6240 Continuing education		1,000	148	1,500
	6250 Staff pensions		8,200	6,919	8,500
	6260 Staff health insurance		45,000	45,252	54,800
	6270 Staff IRP (disability)		625	574	700
	6275 Staff life insurance		430	423	500
	6280 Sabbatical account		1,600	1,600	1,600
	<b>Total 6200 Personnel benefits</b>		<b>100,144</b>	<b>98,986</b>	<b>146,300</b>
	<b>6300 Outside contractors</b>				
	6310 Bookkeeper		11,075	12,778	12,500
	6320 Supply clergy		2,000	1,850	2,200
	6330 Supply organist		1,000	2,500	1,300
	6340 Contract Cleaning		6,404	9,735	9,500
	<b>Total 6300 Outside contractors</b>		<b>20,479</b>	<b>26,863</b>	<b>25,500</b>
	6499 Search Expense			0	0
	<b>Total 6000 Personnel</b>		<b>385,310</b>	<b>395,679</b>	<b>491,300</b>
	<b>7000 Office/administration</b>				
	7010 Office/administration		6,500	5,704	6,700
	7020 Postage		2,000	1,300	1,600
	7030 Office equipment/maintenance		6,000	9,075	7,000
	7040 Diocesan affairs		600	186	500
	7050 Audit		11,000	10,500	5,000
	7055 Personnel		500	0	500
	7060 Stewardship		1,300	348	1,300
	7065 Solar loan interest		6,600	6,385	4,000
	7070 Communications		11,000	10,183	12,000
	7075 Appreciation/Other		225	62	0
	<b>Total 7000 Office/administration</b>		<b>45,725</b>	<b>43,743</b>	<b>38,600</b>
	<b>7400 Mission</b>				
	7410 Church school		2,500	850	1,200
	7415 Youth Group		1,000	1,436	1,000
	7420 Adult education		500	1,508	1,500
	7430 Advertising		5,000	6,796	7,500
	7445 Free shop		200	(35)	100
	7450 Membership & growth		900	806	1,000
	7460 Outreach		40,000	40,000	40,000
	7465 Discretionary fund		0		0
	7470 Peace and justice		200	250	250

				Approved	<b>2024</b>	<b>BUDGET</b>
Updated 1/14/25				2024	<b>ACTUAL</b>	<b>2025</b>
		7475 Health ministries		2,300	2,844	200
		7480 Altar guild		1,000	1,894	1,600
		7485 Worship		750	1,849	1,000
		7490 Music/choir supplies		2,000	1,965	2,000
		NEW Hospitality			0	2,500
		7495 Flowers		1,000	(864)	1,000
		<b>Total 7400 Mission</b>		<b>57,350</b>	<b>59,299</b>	<b>60,850</b>
		8000 Diocesan assessment		69,685	69,685	71,569
		8500 Property expenses				
		8510 Operating supplies		8,500	7,833	8,000
		8520 Repair & maintenance buildings		15,000	24,031	20,000
		8525 Cleaning service			0	
		8525 Maintenance capital equipment		3,500	297	0
		8530 Grounds maintenance		16,000	19,745	16,000
		8535 Snow & trash removal		2,400	1,908	2,400
		8540 Pest control		1,750	924	1,750
		8550 Alarm systems		1,750	2,626	2,000
		8555 Natural gas PH, church, rectory		10,000	15,197	12,500
		8560 Electricity PH, church, rectory		19,000	18,613	19,000
		8565 Water		1,000	904	1,000
		8570 Furnace/boiler/AC maintenance		6,500	1,992	6,500
		8575 Elevator maintenance		5,500	7,407	6,000
		8580 Rectory improvement		2,500	512	2,500
		<b>Total 8500 Property expenses</b>		<b>93,400</b>	<b>101,989</b>	<b>97,650</b>
		9000 Insurance				
		9010 Commercial package/umbrella		25,000	21,441	25,000
		9020 Workers' compensation		3,220	1,715	3,500
		<b>Total 9000 Insurance</b>		<b>28,220</b>	<b>23,156</b>	<b>28,500</b>
		<b>Total expense</b>		<b>679,690</b>	<b>693,551</b>	<b>788,469</b>
		<b>REPLENISHMENT to SAVINGS (Net Income)</b>		<b>(1,394)</b>	<b>27,976</b>	<b>(5,469)</b>

				Approved	<b>2024</b>	<b>BUDGET</b>
Updated 1/14/25				2024	<b>ACTUAL</b>	<b>2025</b>
<b>EX-BUDGET (2025): Capital Improvements &amp; Communication</b>						
						15,500
						6,100
						26,000
						47,600
						(15,600)
						32,000
						8,000

## CHS PORTFOLIO (DIT) REPORT

### 1 January – 31 December 2024

Fund Name	1 January 2024	31 December 2024	Additions	Withdrawals
Endowment	\$ 1,444,974	\$ 1,569,372	\$ 15,500	\$ 61,581
General	\$ 384,724	\$ 406,581	\$ -	\$ 22,452
Frances Nickerson Endowment	\$ 1,855,244	\$ 1,864,447	\$ -	\$ 208,095
Chapman Bequest	\$ 1,010,990	\$ 1,075,729	\$ -	\$ 56,548
Galley West	\$ 8,108	\$ 4,781	\$ -	\$ 4,000
Hagenbuckle	\$ 18,125	\$ 18,595	\$ -	\$ 2,000
Memorial	\$ 23,395	\$ 26,535	\$ -	\$ -
St. Fiacre	\$ 67,306	\$ 72,792	\$ -	\$ 3,168
Capital Improvement	\$ 11	\$ 12	\$ -	\$ -
Angelica	\$ 46,691	\$ 52,673	\$ -	\$ 407
Scholarship	\$ 6,406	\$ 7,271	\$ -	\$ -
Seale Varga Communications	\$ 69,500	\$ 70,196	\$ -	\$ 8,444
Badger/Morgan/Heed	\$ 334,965	\$ 364,369	\$ -	\$ 15,824
Totals	\$ 5,270,439	\$ 5,533,353	\$ 15,500	\$ 382,519
<b>GAIN IN VALUE: 2024</b>		<b>\$ 262,914</b>		

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.

## REPORT FROM THE RECTOR

2024 was my second full year as your rector. As I review just now the whole of my two years serving alongside you, I understand each 12-month span as keyed to a particular question:

- 2023: “Who are these folks?”
- 2024: “What on earth are we doing here together?”

While I’ll continue to ask these questions for as long as Roger and I are living here with you, 2024 asked many of us to do some particular thinking about our identity and mission in our very particular time and place. One of the first actions your officers and vestry undertook with me after last year’s annual meeting was revising our mission statement. The result:

Knowing • Loving • Serving  
God + Neighbor

Terse and “verby” (according to an editor friend of mine) our revised statement looks both “up” to a three-personed God and “out” towards other people –old church friends as well as newcomers; folks living nearby who don’t yet or may never have a church; customers of our Free Shop; children and teens having lunch and snacks daily through our summer Food 4 Kids Ministry, exhibiting artists and visitors at Galley West; clients of the 18 service organizations on and off-Cape to which we offer cash grants each year. *All* of these are our neighbors – and in a culture of rampant narcissism we are called to be an outward-looking community, nourished by both Word and sacrament to witness against the forces that threaten human life and flourishing. *This* is what, on earth, we are doing here together.

I’m partial to these particular words of Episcopal priest and author Dwight J. Zscheile from his book *People of the Way: Renewing Episcopal Identity*. Zscheile understands church as

...a space of meaning-making and learning through communal conversation, not simply a refuge for private spiritual yearnings...decisions that shape the personal and communal life and witness of the community are informed by deeper engagement with one another and the riches of our theological heritage.<sup>1</sup>

I shared this understanding of church last January at the start of our 7-week “**Faith Fundamentals**” soup supper program. Eight adult discerners in that program ultimately decided to be **received into the Episcopal Church** on April 13, on the same day that seven of our teens were confirmed here by Bishop Alan Gates in his last visit to us before retiring.

What Zscheile refers to as “learning through communal conversation” is very much a part of the CHS experience. Small group scripture encounter is available here *twice a week every week*: on Sunday mornings in our Fireplace Room before church (“**Glimpse of the Gospel**”) and on Tuesday mornings via a Zoom-based **Lectio Divina** session. We also began this year to offer **Sacred Ground**, our church’s 11-session dialog series on race in America. 19 parishioners completed this program between July and December.

We have learned a lot this year about what works here to foster “deeper engagement” too! We trialed and suspended a “**Tuesdays at Two**” afternoon board game and tea session that never took off. Our “**Neighborhood Tables**” fellowship program -- 8 groups meeting across Orleans, Brewster and Eastham with a focus on eating together, conversation and prayer – launched late in 2024 and is off to a strong start with approximately 80 participants. All of these initiatives support the focused **Invite/Welcome/Connect** work we did together as parish in 2023. “How do we create more

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<sup>1</sup> Zscheile, Dwight J., *People of the Way: Renewing Episcopal Identity* (New York: Morehouse Publishing, 2012) p. 67



opportunities to hear from each other about our own development as Christians?” asked one thoughtful parishioner recently. This remains our continuing work.

You’ll learn more about our shared ministries in all of the pages that follow here. Before closing, though, I’d like to highlight a few other events from this past year that signal renewing energy:

**James Carroll’s Palm Sunday Talk:** Carroll, a part-time Cape resident and the author of many books including *Constantine’s Sword: the Church and the Jews*, visited with us to present “Lethal Texts in Holy Week: An Unfinished Reckoning with Antisemitism.” At a moment when our nation was particularly riven by ongoing war in Gaza and Israel, Carroll was able both to reflect and to honor hotly diverging perspectives before an audience of 200 – parishioners and many visitors.

**Special Liturgies:** We created and offered several special evening liturgies for the broader Orleans community this year, including February 2 (**Choral Evensong** for Feast of the Presentation), November 4 (**Election Eve Prayers** for Our Nation), December 6 (The **Colombian Día de Las Velitas** or “Feast of the Little Candles”) and December 18 (**Advent Lessons and Carols**). In a show of thanks and companionship following December 6, our Colombian neighbors hosted uproarious and joyful holiday games at Coffee Hour on December 22. We hope these Advent traditions continue!

**Sustainability:** We are blessed in our parish by the continuing work of more than a dozen disciples who understand church finance and sustainability as sacred ministry. Since 2022 we have managed to decrease our **endowment draw** significantly, boost **lay employee salaries**, increase participation in our **annual stewardship appeals** by approximately 40 households, and this year launch an **organized planned giving program**, the Florence Kimball Society. We have much more planned for this new year.

With their own budgets, websites and volunteer rosters that transcend our parish directory, both **Food 4 Kids** (our 9-week summer feeding and literacy program) and **Galley West** (our community art gallery) sometimes look and feel like independent organizations. They are very much ministries of our parish, and each saw significant growth this year. F4K hired **Jenn Gale** as Executive Director and Galley West had its best sales year yet!

**Creation Care:** While we are a parish of many political perspectives, I have discerned a marked unity on the topic of climate change and creation care. We observed our first series of Creation Care season liturgies in 2024, three Sundays culminating in the October Feast of St. Francis. **Dr. Stephen Young** of Salem State University’s Geography & Sustainability Department visited with us on the first of these Sundays to talk about his climate research as well as his faith. CHS was recognized as one of one of our Diocesan pilot parishes for the Episcopal Path to Creation Justice Program, largely on the basis of our innovative agroecological terracing and runoff mitigation work. Thanks to the ongoing work and investment of our parish, our four acres are themselves becoming a working “filter” protecting our local sole-source aquifer.

We have come a long way and grown substantially this year! In this coming year we look to:

- Identify and welcome a second priest or lay pastoral assistant
- Complete a just-started revision of our web site
- Continue an in-process evaluation of capital expenses and funding possibilities
- Continue to create opportunities for community building, education and connection with an eye towards the specific spiritual needs of seniors
- Evaluate space use here on campus and determine if room use is meeting current pastoral and program needs

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. More than forty parishioners have contributed to this annual report. Please read on to meet them!

I do here wish to thank Anne Koehler, Celia Calhoun and Priscilla Isner 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: Director of Music Joan Kirchner, Debbi Manning (who has resisted any title I have suggested to her but who ensures that our office runs smoothly and that leaflets appear every Sunday), Facilities Director Wayne Currey and part-time sextons Matthew Harman and Faith Stineford, who with warmth and generosity make sure that event setup and breakdown and cleaning and so many other forms of help and assistance are here when we need them.

Please keep each of them, as well as our entire church family, in your prayers.

Faithfully, fondly and gratefully,

Patrick

## **REPORT FROM THE WARDENS**

Another very busy year of knowing and loving and serving in this parish!

The most noticeable change in our parish in 2024 has been the number of new people in our pews on Sundays. We are so happy to welcome all of you, and as we get to know each other we hope to hear how you can help us all to move forward in our life together. Some of the people who were new a year or two ago have already stepped into leadership roles, bringing new ideas and infectious enthusiasm into their tasks. This has been refreshing for us all and has brought new energy into our various events and gatherings.

But, as Wardens, our best moments of the year are in the small things – the joy we find in being together with anyone and everyone in the parish, whether in worship services, in meetings or coffee hour, or any of the gatherings and events we have all held together; and in how much we have enjoyed serving and working with Patrick, who is so thoughtfully leading us in the life of this parish, and helping us to see where we need to add strength and support.

Looking forward to the next year, our biggest challenges are twofold: firstly, to find more assistance for Patrick who is working way too many hours, and secondly to discern the gifts and talents that are new among us and to find ways to bring those to fruition. We are working hard on the first one, defining the role which will assist Patrick in the most productive way, and on the second: please let us know if there is some gift or talent that you want to share!

Please read all the reports in this Annual Report: there is a lot going on in this parish under the leadership of many people and with numerous volunteers. We extend our warmest thanks to each one of you who volunteers in any capacity. May we all continue in our efforts to be a Beloved Community here in this place together!

Thank you all for your continued support and prayers.

Respectfully Submitted,

Celia and Priscilla

Celia Calhoun and Priscilla Isner, Wardens

## REPORT FROM THE MINISTER OF MUSIC

The adult choir continues to provide music leadership for every single Sunday in the church year as well as special services such as those throughout Holy Week. They sing throughout the summer and are also present at all funerals, be they for long-time church members or those with a tangential relationship to Holy Spirit. This is incredible dedication, and they also provide a consistently high level of musicality. In addition to their regular duties, the choir presented an Evensong in February and a Service of Advent Lessons and Carols in December which attracted not only new singers but also music lovers interested in our parish.

The Belladonnas continued their growth in ringing and participated in the Cape-wide Spring Ring. Holy Spirit also hosted a Skills Workshop attended by directors and ringers from throughout the Cape in November. New cases with wheels were purchased for the two octaves of bells we use currently, saving the backs of choir members and those who assist them in set-up! The foam table pads were covered in muslin to make set-up easier and prolong the life of the foam.

Respectfully submitted,  
Joan M. Kirchner  
Minister of Music

## NOMINATING COMMITTEE REPORT

Please find below the 2025 Slate of Candidates for The Church of the Holy Spirit.

### Vestry

Priscilla Isner	Warden	1 <sup>st</sup>	2-year term
Dianne Fromm	Clerk	2 <sup>nd</sup>	1-year term
John Harter	Treasurer	2 <sup>nd</sup>	1-year term
Carol Baffi-Dugan	Vestry member	1 <sup>st</sup>	2-year term
Jennifer Marlin	Vestry member	2 <sup>nd</sup>	2-year term
William Mason	Vestry member	1 <sup>st</sup>	2-year term
Elizabeth Suraci	Vestry Member	2 <sup>nd</sup>	2-year term

### Diocesan Convention and Deanery

Brenda Ridgeway	Delegate	1st	2-year term
Susan Sasso	Alt. Delegate	1st	2-year term

### Continuing in Office: (for information only)

#### Vestry

Celia Calhoun	Warden	2 <sup>nd</sup> year	2 <sup>nd</sup> term
Earle Bailey	Vestry member	2 <sup>nd</sup> year	1 <sup>st</sup> term
Sarah Gregory	Vestry member	2 <sup>nd</sup> year	1 <sup>st</sup> term
Michele Puzo	Vestry member	2 <sup>nd</sup> year	2 <sup>nd</sup> term
Jack Sasso	Vestry member	2 <sup>nd</sup> year	2 <sup>nd</sup> term

### Diocesan Convention and Deanery

Cristina (Cris) Harter	Delegate	2 <sup>nd</sup> year	1 <sup>st</sup> term
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## Cape Cod Council of Churches

The Rev. Bill Heuss

Delegate

Appointed

Margaret Anne Heuss

Delegate

Appointed

Members of the 2024 Nominating Committee: Jamie Thompson, Nominating Committee Chair, with Ann Pike Paris, Brian Skea, Norman Stubbendick, Rev. Patrick C. Ward

## Biographies for Individuals Placed in Nomination

### Warden

**Priscilla Isner is nominated to serve a two-year term as Warden.** Priscilla is currently serving a one-year term of an unexpired two-year term as Warden and has also served as Clerk of the Vestry in addition to two years as a Vestry member. 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 The Church of the Holy Spirit 10+ years ago. A few of the activities Priscilla has been involved with over the years include choir, church school teacher, altar guild, Vestry, representative to Diocesan Convention, and assisting with church fairs and rummage sales. At CHS, she has been a member of the Flower Guild and the Holiday Bazaar team. She is co-chair of the Pastoral Care Ministry. She is married to Michael, and they have 3 children and 5 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.

### Clerk

**Dianne Fromm is nominated to serve her second 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. 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 the elementary schools in 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 has co-chaired the 2024 OIA Garden Tour. 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.

### Treasurer

**John Harter is nominated to serve a second one-year term as Treasurer.** John has been a member of 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 and opened 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 Treasurer.

### Vestry

**Carol Baffi-Dugan is nominated to serve a first two-year term.** Carol was born and raised in the Roman Catholic church, and she and her husband raised their three children in the Catholic faith. She was quite involved -- as a lector, religious education teacher, and choir member, but she became more and more disillusioned with the Catholic church and began searching for a new spiritual home. Retiring to full-time living in Orleans just as the pandemic struck, she had to put that search on hold. She eventually found The Church of the Holy Spirit and joined us about 2 ½ years ago. Carol says that it has been a joyous and enriching experience for her to become a part of this active, loving, and committed community. She feels that she is learning more how to live the message of the gospel, which is what she has been seeking. While she does not think she can contribute to the extent that some of our community members do, she has more to give and welcomes the opportunity to serve on the Vestry.

**Jennifer Marlin is nominated to serve a second two-year term.** A lifelong Episcopalian, Jen was previously a member of Christ Church in Easton, CT, where she was raised, and Trinity Church in Newtown, CT, where she raised her boys and was a member for 25 years. She was very active at Trinity Church, teaching Sunday School, traveling with the youth on eight work camp adventures (organizing a few of them), participating in multiple fundraisers, active in an Ecumenical Vacation Bible Camp for 10 years, serving as the church librarian, and singing in the choir. She moved to Harwich for her current job as a psych nurse practitioner in October 2018. On her first weekend here, she attended CHS and knew she had found "my church home." While at CHS, she has participated in the Sunday morning bible discussion, been on the AV committee zooming, streaming, or connecting parishioners at home and at the Terraces, as well as serving on the Search Committee which called Patrick. All have been wonderful experiences. "I look forward to being a part of the Vestry as I have always said, "church is not a spectator sport."

**William (Bill) Mason is nominated to serve a first two-year term.** Feeling extremely honored to have been nominated for a position on the Vestry, Bill has been a public servant his entire adult life as a police officer for over 44 years, starting in Westminster, Colorado, for 29 years and completing his career in Harwich as their Chief for the last 15, retiring in 2015. During Bill's career, he served in virtually all aspects and ranks of law enforcement, including school resource officer, building three police facilities and consulting on twelve others, training, personnel, Emergency Management, administration, and budgets. He was honored to serve on the Independence House Board of Directors for six years. Upon moving to the Cape, Bill became a member of Christ Church Episcopal in Harwich Port, serving on the Vestry for four years, cooking for their soup kitchen, and teaching Sunday School. In 2012, he met his wife Linda and began attending The Church of the Holy Spirit with her and her parents, Richard and Joan Payne. Over the years, they have become increasingly involved with CHS. Bill tries to use his cooking skills and joy of talking to people to share God's love with others. He and Linda are avid campers, having traveled all over the United States and Canada with their dog Daisy.

**Elizabeth Suraci is nominated to serve a second two-year term.** Betty and her husband Phil have been residents of Orleans for 40 years. For the past 20 years, they have been full time residents and members of The Church of the Holy Spirit. "As cradle to grave Episcopalians, it has been a great pleasure to find and settle into our new spiritual home, especially after meeting many old friends and mentors from earlier lives," says Betty. While joining in the life of the parish, she has been able to carry on with work that she was familiar with and to have new experiences and responsibilities. She has been extensively involved with the altar guild for over 18 years, sixteen of those years in a leadership position. She was a member of the worship committee when it was convened. In 2009, she completed The

Education for Ministry course that was “the kick-start for more exploration of the liturgy and a spiritual journey that is continuing to be an important part of her life.” Outside of parish life she served on the Board of Health in Orleans, and this has been a natural extension of her years as a public health nurse and college professor. Betty feels that at CHS, we have a rich, meaningful, and rewarding parish life that has brought her great satisfaction and a wonderful sense of community. She looks forward to the adventures that await us, while continuing the good work of our past.

### **Diocesan Convention and Deanery Delegate**

**Brenda Ridgeway is nominated to serve a first two-year term.** Brenda has been an active member of The Church of the Holy Spirit since 2013 when she chose to worship with Brian, and they were married here shortly afterwards. Having taught English Language Arts in the Nauset Schools for many years, she retired eight years ago and quickly became a co-director of Food4Kids (with Anne Koehler). She served on Vestry for three years before becoming one of your wardens, having just stepped down last February. During those years, she has served on several committees as Vestry Liaison--Outreach, Creative Arts, and Buildings and Grounds. She has also led the Audio-Visual Team from filming our services on Zoom during Covid to our present YouTube model. Presently, she also serves on the Pastoral Care Committee, the Sustainability Committee, and as editor of *Together*. Brenda lives in Eastham with husband Brian and their golden retriever, Charlie. When not involved with church activities, they enjoy gardening, traveling, and spoiling their grandchildren. "I love The Church of the Holy Spirit and our family here. As I have become more involved in the life of this church, my faith has grown. I look forward to continuing my connections with the community at CHS."

### **Alternate Diocesan Convention/Deanery Delegate**

**Sue Sasso is nominated to serve a first two-year term.** Sue's family began vacationing in Orleans in the 1950s and built a home in Orleans during the 1970s. She and Jack married in 1984 and continued vacationing at their own home in Harwich. The Church of the Holy Spirit was her family's Cape Cod parish and became Jack's when we moved into her family's Orleans home full-time in 2004. As a child, she learned the importance of a family worshipping together and being involved in parish activities. Over the past 20 years, Sue has participated in Sunday worship services as a lector, eucharistic minister and visitor, and usher. She has led the Stewardship Committee, organized two auction fundraising events, led the Rummage Sale and Holiday Bazaar many years, been an active participant on the Holiday Arrangements team, and a Free Shop volunteer. During the past five years, Sue has been a key member of the Galley West Art Gallery team. She helped CHS get \$200,000 grants from the Town of Orleans for the restoration of the historic gallery building and then developed the business procedures and protocols that support our successful community art gallery. She looks forward to being an alternate representative to the Cape and Islands Deanery and having a chance to be engaged with other parishes.

## **PART II – REPORTS FROM COMMITTEES & GROUPS (alphabetically)**

### **ADMINISTRATION**

Affinity Group Vestry Liaison – Sarah Gregory

#### **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 2024

- A new and improved microphone was added for use in the church. We have met with Kevin Shanley of East West Associates to research possible improvements to our sound system in the church.
- We have added a lavalier to the microphone equipment in the Parish Hall.

#### 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 and the MLK breakfast).
- 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 (4 yrs), Nancy Boccia (4 yrs), Jennifer Marlin (4 yrs), John Harter (3 yrs)

The Terraces Ministry: Nancy Ludewig (4 yrs+), Brenda Ridgeway (4 yrs), Nancy Boccia (4 yrs), Jennifer Marlin (4 yrs), Cynthia Murray (3 yrs), Sue Sasso (3 yrs), Priscilla Isner (2 yrs), Earle & Donna Bailey (2 yrs)

#### **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 2024

- Church membership: Continually updated the database; identified potential new members from non-member giving trends, added new fields (e.g. “CHS in will”)
- Communication: Published periodic updates of our Parish Directory; facilitated snail-mail and other communication to targeted groups; tested option to use the database to schedule and remind volunteers (in this case, Counters)
- Financial Stewardship: Issued Giving Statements quarterly, most via email. Thirty-three people used online giving to contribute \$48,420.56 toward pledges and general offering as well as special donations, including \$7,300 for Food 4 Kids. Assisted the Stewardship Team with targeted pledge mailings, tracking pledging, and setting up pledge envelopes. Helped revive the weekly Counter Teams.
- Pastoral Care: Continued 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. The new “yellow sheet” for new member information has helped.
- Encouraging/teaching more people to use recurring online giving and looking into adding the option to pledge online for the 2026 campaign.
- Succession planning: Identifying others with database and data analytics experience

Managers: Anne Koehler (7 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 2024

- 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
- Assistant’s office, Arline’s office and hallway painted

### Responsibilities/Challenges

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

Members: Ann Anderson (15 yrs), Arline Consiglio (8 yrs), Debbi Manning (16 yrs)



## Sustainability & Stewardship

Mission: Our mission is to help ensure the long-term financial sustainability of our parish by assisting and advising Vestry with annual pledge campaigns, planned giving programs, capital campaigns and other sources of revenue. In doing so, we seek to foster a culture of giving which will sustain our church's operations and physical plant, 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 2024

- Achieved last year's goal with the launch of a planned giving program to promote donations to the parish via estate/will gifts. The program includes establishment of the Florence Kimball Society for the purpose of honoring individuals who have remembered CHS in their estate/will plans.
- Achieved last year's goal of sponsoring a successful pledge campaign, including parishioner testimonials, small group home gatherings, tailored mailings, and strong rector support.
- Recorded 151 pledges of financial support for our 2025 calendar year, including 28 new pledges. Raised \$378,544 in total dollars pledged, an increase over the prior year of 14%.
- Successfully developed and launched the Neighborhood Tables initiative to bring together small groups of parishioners for worship and community.
- Progressed with development of ideas for action in the future.
- Continued to cultivate a committee of diverse talents to assist with achieving the Parish's goal of a year-round focus on financial sustainability and stewardship.

### Responsibilities/Challenges

- Create a framework for ongoing support of our planned giving program and the Florence Kimball Society.
- Draft and implement a parish gift policy.
- Follow on the success of our pledge campaign with a re-invigorated program for 2026.
- Identify new and innovative methods for financial sustainability.
- Consider how to best support the Capital Improvements fund.

Members: The following individuals constituted the committee as of the end of 2024: Sally Dewing, Celia Calhoun, Tom Dewing, Sarah Gregory, John Harter, Priscilla Isner, Steve Koehler, Brenda Ridgeway, Brian Ridgeway, Chris Crighton, Dianne Fromm, Cynthia Murray and Nancy Boccia.

## 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 2024

The Vestry held business meetings 11 times this year (no August meeting), on third Thursdays, initially at 7:00-9:00 p.m., but changing to 6:00-8:00 p.m. in May, to accommodate changing needs. Meetings are open to all.

Vestry 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 May to get to know more about each other and to work on Mission, Vision and Values for the Parish. This resulted in the new Mission Statement:

**Knowing • Loving • Serving  
God + Neighbor**

- Supported the B&G Committee again in bringing the premises up to date.
- Supported the Sustainability Committee in various projects, including the Stewardship Campaign, developing a program for Planned Giving and lengthy discussions on the path forward to providing an Assistant for our Rector.
- The 4 Officers (2 Wardens, Treasurer and Clerk) and the Rector met at least bi-weekly throughout the year to maintain communication and to support the Rector with all parish tasks.

Responsibilities/Challenges

- Working on getting new members up to speed as quickly as possible following the election of new people to the Vestry.
- Providing oversight of, and communication on, the many programs and projects going on in this Parish.

Members: Earle Bailey, Nancy Boccia, Sarah Gregory, Jen Marlin, Ann Pike Paris, Michele Puzo, Jack Sasso, Betty Suraci

Officers: Co-Wardens – Celia Calhoun, Priscilla Isner; Treasurer – John Harter; Clerk – Dianne Fromm

Rector: The Rev. Patrick C. Ward

**ARTS**

Affinity Group Vestry Liaison: Jack Sasso

**Art Gallery in the Reception Room**

Mission

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

Major accomplishments/Activities in 2024

12 shows!

- 11 solo shows: January - John Sterne, February - Cris Harter, March - Kate Paradise, April - Pia MacKenzie, May - Gil Oliveria (James Oliveria), June - Margaret MacKenzie, July - Ann Kilguss, August - Kimball Guild, September - Priscilla Isner (Habitat), October - Lizzy Raven Thompson, November - Brooke Eaton Skea
- 1 group show: December - Holiday MarketPlace - Ellen Adamson, Nikki Carter, Jean Collins, Dianne Fromm, Cris Harter, Kimball Guild, Sharyn Laughton, Pia MacKenzie, Sue Sasso, Gail Binney Sterne, Norman Stubbendick, Andrea 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 – enjoy, visit and support both!

Curators: Sharyn Laughton and Gail Binney Sterne

## **Galley West Art Gallery (GWAG)**

Mission: Galley West Art Gallery opened Oct. 16, 2021 after an extensive restoration of the historical 1800's building on our campus. While we operate under The Church of the Holy Spirit's nonprofit status, our mission is to support burgeoning artists from the 8 Lower and Outer Cape Cod towns.

### Major Accomplishments/Activities in 2024

- 2024 was the gallery's 3<sup>rd</sup> full year in business.
- We enjoyed working with 4 new Juror artists from the Cape Cod region who reviewed and selected art entries from 55 talented artists, including 25 newcomers in 2024, plus Kimball Guild members.
- Everyone enriched our gallery experience showcasing a stunning array of artwork.
- This resulted in our best sales year by a significant amount.
- We have been able to include a pledge to CHS of 10% of the income retained from art sales.

### Responsibilities/Challenges

- Going forward we hope to keep the 2024 momentum of new and returning artists and sales.
- Will expand our outreach to artists to join the gallery in 2025 and look for more ways to promote the gallery.
- Our success is dependent on visitors recognizing the quality and worth of the art in the gallery and supporting the artists with purchases.
- We encourage other CHS Members to discuss ways they can be a part of this exciting ministry.

### Members

The leadership team listed below is a group of gallery artists, some are also CHS Members, who oversee all aspects of the gallery operations. (Year joining the Leadership team noted)

- Sue Sasso – Director – 2021 (CHS Member)
- Sharyn Laughton – Artistic Director – 2021 (CHS Member)
- Ellen Adamson – Inventory Manager – 2025 (CHS Member)
- Robert Butterworth – Technical Support – 2025 (CHS Member)
- Tim Wolfenden – Bookkeeper – 2024 (Artist)
- Debbie Winnick – Website and Newsletter Manager – 2021 (Artist)
- Carol Jelinek – Social Media Coordinator – 2024 (Artist)
- Paul Muratore – Training Coordinator – 2024 (Artist)
- Thomas Hoffmann – Graphic Designer for Advertisements – 2021 (Artist)

## **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 2024

- 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 and the Bazaar. The guild continues to be one of the top sellers in the Gallery.
- All appropriate sales monies given to CHS for the Rector's Discretionary Fund, including a percentage from Galley West Gallery and all from the CHS Gallery and Bazaar.

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

## **BUILDINGS & GROUNDS**

Affinity Group Vestry Liaison – Ann Pike Paris

### **Buildings and Grounds**

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

#### Major Accomplishments/Activities in 2024

- Solar field terraces and hillsides weeded and maintained; new projects underway to cope with water runoff at the main driveway entrance, Kimball House, and the old front entrance.
- Continued grooming of grounds with removal of old plant materials
- Tree labeling project completed with signs created by Kimball Guild
- Garden parties continued with over 400 volunteer hours across 15 workdays
- Memorial Garden revival underway
- Campus gutter systems repaired and cleaned
- Campus-wide roofs showing moss and lichens cleaned and treated
- Admin building HVAC issues resolved
- Campus wide door and windows inspected, inventory developed, and repairs scheduled, as needed
- Parish Hall condenser field and air handlers replaced, as units were failing
- Parking lot resurfacing project completed
- Memorial Bell Tower repaired and renovated
- Children play area railings repaired
- Entrance to campus erosion control development installed

#### Responsibilities

- 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 Rector/Treasurer/Vestry for budget development.
- Grounds
  - Manage professional landscapers for maintenance.
  - Organize and conduct frequent grounds clean up with volunteers from April-November, typically 1-2x/month.
  - Inspect signs, fencing, parking lot and all outdoor areas for maintenance and repair.
  - Maintain all erosion areas on campus with TerraFirma.
- Projects planned for 2025
  - Replace boiler #2 in Parish Hall heating system.
  - Replace aging HVAC system elements as they fail.
  - Replace kitchen refrigerator and freezer.
  - Continue ongoing preventative maintenance of window and door inventory.
  - Re-shingle Monument Road-side walls of reception room, east and west transepts; insulate if needed.

- Upgrade Parish Hall video and sound system for broadcast
- Replace all Parish Hall chairs and identified tables

Challenges

- Volunteer committee responsible for prudent management of ~\$100,000+ in direct annual costs of the operating budget at CHS.
- Anticipating and identifying needed replacement elements of complex systems over the next 2-5 years
- Securing adequate Cap X funding to accomplish what is needed

Members: Brian E. Ridgeway, Chair (6 yrs), Ann Pike-Paris, Co-chair (10+ yrs), Dave Blanchet (6 yrs), Ike Cole (10+ yrs), Rich Gregory (2 yr), Jay Haun (15+ yrs), Steve Koehler (8+ yrs), Dan Lowery (2 yr), Meredith Perkins (1 yr), Peter Jensen (1 yr), Wayne Currey, Property Supervisor (12+ 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 2024

- 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

- Have an increase in parishioner efforts to recycle items when on the CHS campus
- Certain events at CHS may impact the amount of recycling needed. The recycling 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 recycling 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](mailto:jacksasso@hotmail.com).

Members: Tom Dewing (13 yrs), Chuck Dow (5 yrs), Susan Hitchcock (5 yrs), Mike Isner (5 yrs), Jack Sasso (13 yrs), Georgia Schneider (13 yrs)

**CARE**

Affinity Group Vestry Liaison – Nancy Boccia

**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 2024

- We provided support to the congregation by:
  - Regular submission to Together on Wellness/ Health related topics and local resources
  - Maintenance of First Aid Kits, AEDs and newly added Aid Boxes at all church entrances.

- We hosted Molly Perdue from the Alzheimer’s Family Support Center this past year. She spoke at coffee hour about fostering a dementia friendly community, to a full audience.
- We replaced one of our 2 AED units, with plans to replace the other early in 2025.

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 have not met formally this year and look forward to getting back together to regroup in February.

Members: Diana Crighton, Margaret Anne Heuss, Virginia Lucil, Kate Paradise, Ann Pike-Paris, Michele Puzo (all 10 yrs); Meg Nemitz – Chair (5 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 2024

- Maintain a database of parishioners in need of pastoral care
- “Thinking of you” notes are written monthly
- Eucharistic Visitors scheduled weekly
- Pastoral visits
- Prayer shawls given to parishioners in need
- Altar flowers delivered
- YouTube Sunday services provided at The Terraces
- Intercessors prayer list maintained
- *Tuesdays at Two* – Come to play board games and have a cup of tea, cancelled after two months due to lack of attendance
- *Pastoral Fare* by Family Table Collaborative, stocking our freezer with approximately 30 meals every month for those in need

Responsibilities/Challenges

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

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

Eucharistic Visitors: Sue Sasso, Jack Sasso, Ike Cole, Fay Cole, Brian Ridgeway, Brenda Ridgeway, Meg Nemitz, Jean Collins, Celia Calhoun, Cynthia Murray, Donna Bailey, Earle Bailey, Priscilla Isner, Liz Tunney, Elizabeth Merritt

Meal Distribution: Chris Lavenets, Michele Puzo

# COMMUNICATION

## Together

### Mission

*Together* is the monthly newsletter of The Church of the Holy Spirit delivered via Constant Contact which provides news and pictures of our common life. The newsletter goes beyond the announcements in the weekly bulletin and those made during worship services.

### Major Accomplishments/Activities in 2024

- *Together* editor Susan Sasso stepped down after many years of service. Sue had expertly shepherded our newsletter from its hard copy format through weekly email editions (*Being Together Apart*) during Covid to its present form. We extend our warmest thanks to Sue for sharing her creativity and organizational talents with us and her willingness to tackle significant projects for so many years!
- Eleven monthly newsletters were delivered on time this year. We skipped the month of September in 2024 due to the transition between editors. Each edition 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.
- Brenda Ridgeway has assumed the responsibility for editing the newsletter each month.

### 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.

### Ministry Team

- Brenda Ridgeway – Editor
- Every parish ministry contributes articles, 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 & 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 704; with number of followers at 779; in 2024 the page had 32,000 views.
- Reels on Facebook (and Instagram) increased our visibility and provided a creative and fun way for people to see us.
- Significant increase in numbers attending parish events (via Facebook posts and reels and Chronicle ads).

- Changes to website continued to be handled by office and volunteers resulting in more timely updates and cost savings overall (changes of a more complex nature continued to be handled by our webmaster, COLEwebdev).
- Use of the website as a resource for photos, to listen/watch sermons, links to YouTube channel, and the secure portal for pledges and donations.
- Website and our YouTube channel are invaluable resources for those unable to attend services in-person.
- Continued increase in those who say the website and social media brought them through the doors for services.

#### Responsibilities/Challenges

As technology is always changing, consistency in funneling information across multiple methods of social media will always be a challenge and space for improvement.

Manager: Kate Paradise

## **EDUCATION**

Affinity Group Vestry Liaison – Jen Marlin

### **Adult Christian Formation**

Mission: In addition to *Glimpse of the Gospel*, CHS offers regular opportunities to learn more about our faith and its history, scripture and their interplay with the wider secular cultures in which we live. Both learning series and Sunday forums (with or without guest speakers) are organized by the rector with frequent participation by parishioners on panels or in small group breakout discussions.

#### Major Accomplishments/Activities in 2024

- 7-session "Faith Fundamentals" series (January-March) surveying theology, doctrine and history in lecture and small-group format. Attended by 45 parishioners.
- 11-session Sacred Ground dialog circle series (July-December) completed by 19 parishioners. Using a syllabus and materials assembled by the national Episcopal Church and supported by a visiting deacon, Rev. Marilyn McMillan, Sacred Ground explores race and identity in America while linking its history to our faith and family histories.
- Palm Sunday Lecture: "Lethal Texts in Holy Week: An Unfinished Reckoning with Antisemitism" by author James Carroll.
- Other guest speakers in 2024 included Dr. Stephen Young, professor of ecology and sustainability at Salem State University, Molly Purdue of Alzheimer's Family Support Center of Cape Cod, Hadley Luddy of Homeless Prevention Council and Jeni Wheeler of Family Table Collaborative.
- Parishioners also participated in panel discussions on racism (Sacred Ground) and climate change (Katharine Hayhoe's *Saving Us*) and in our annual Easter season "poetry slam."

#### Challenges

- Identifying, recruiting and supporting facilitators for small group discussions
- Capacity of rector to create and lead programming and recruit guest speakers without additional staff and volunteer assistance.
- Additional bandwidth needed to create materials and outreach in support of marketing learning opportunities to wider community.

Organizer: Rev. Patrick C. Ward



## 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/Challenges in 2024:

- This year we read and discussed *We Survived the End of the World* by Steven Charleston, *The Fractured Kingdom* by Jean-Pierre Isbouts, and *Saving Us* by Katharine Hayhoe. Each Sunday after the service we can attend our Rector's forum and then meet for a discussion of our current book.
- At our Rector's request, we held a panel discussion on *Saving Us* for the congregation in September. We were then on hiatus until the end of the year in order to provide space and time for the Sacred Ground course.
- We will begin our discussion of *The False White Gospel* by Jim Wallis on January 5, 2025. Please join us!

Regular Attendees: 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, Brooke and Brian Skea (facilitators), Dilys Smith, Liz Tunney.

## Church School & Youth Group

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

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.

The Youth Group Mission is also to continue our fellowship inside and outside the church walls with community service and exploration.

### Major Accomplishments/Activities in 2024

- We had several successful events that combined current youth and families with not only parishioners but also community youth that 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 that Monica Montoya and her family led. We learned about Dia de las Velitas (Day of the Little Candles) and shared in this Columbian tradition. We all contributed food and ate together after the children lit our candles and we offered up a wish for the world in the new year to come.
- The middle and high school class finally completed the Peace Sign Nature Collage that we had been working on for two years.
- We continued to meet downstairs 3 Sundays a month with many of us coming up to the church for communion. The Fourth Sunday of the month worked well as our Youth Sunday when we all participate in the service as we are able.
- We spent a wonderful time at the Barbara Harris Camp aiding in their spring and fall clean up. These events were attended by almost all the Church School families.
- We were pleased to host Confirmation for many students and adults of the Cape & Islands Deanery at our church. Seven students participated in our confirmation class. Six youth from our church were confirmed.
- We have welcomed two new students into our Godly Play program
- Both the Christmas Pageant and the Epiphany Pageant were attended by students and adults near and far, including alumni as well as family members.

## Responsibilities/Challenges

### Responsibilities:

- Sharing Godly Play stories with the children 5 years of age up to 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 up until now, as well as how they might explore and change what they do or how they think based on these teachings. The stories are followed with free play, creation (artistry), and a shared snack.
- The Middle/High School group curriculum is similar to Godly Play only we learn how to use (look up) readings in the Bible and then have discussions around a reading for that particular Sunday. This class is taught using the Sunday Paper as well as articles from Faith Lens. There is much discussion and wondering! This class also has a creation section following or during the discussion. We are always thinking about ways in which we are growing and changing and how Jesus/God's modeling or message can guide us or give us examples to live and learn.

### Challenges:

- How to continue our small classes while 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, Door Keeper, Youth Group Leader

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 2024

On Sunday morning at 8:45 in the Fireplace Room there is an ongoing opportunity to join a lively group discussion of the readings for the day. We get to share with each other our understandings, questions, and experiences. All are welcome to join. Don't be reticent to try if you just want to drop in and see what's going on. As the group's title suggests, the focus is on the gospel passage. We also look at Eugene Peterson's translation in The Message, which often offers insight into challenging passages. A weekly email of all 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. There are currently about 8-12 people participating each Sunday.

Administrator: Tom Dewing

## FUND RAISING EVENTS

### Affinity Group Vestry Liaison – Officers Committee

#### **Antique Show and Sale**

Mission: The Antique Show has been an annual fundraising event for forty-six 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 2024

- Met a financial goal similar to years past without the use of parish solicitation that had been done in previous years (\$7,900 gross)
- Used signs designed by Brian Schnetzer in 2023 to advertise the show in multiple neighborhoods on the Cape
- 8 volunteers from our parish participated
- Arranged for porters for the show
- CHS Cafe offered soups and quiches in addition to perennial favorite – hot dogs; dealers and patrons were complimentary
- Facebook also used to advertise
- Reduced advertising costs
- 24+ dealers participated in the show
- 500+ people attended the show

#### Challenges

- 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 2024: Debbie Meguerdichian
- Café and gate coverage: Kathy Goddard, Chris Lavenets, Jennifer Marlin, Art Mittelstadt, Michele Puzo, Brian Ridgeway, and Julie Thompson.
- Financial and cash management: Ann Anderson, John Harter, Brenda Ridgeway.
- Providing office assistance with copying contracts, cover letters, etc.: Debbi Manning
- Obtain dealers, distribute contracts, collect booth fees, submit info for show booklet to Susan Owens (16+ 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

## **Florence Kimball Society**

Mission: Beginning with Florence Kimball who donated the land that the church campus now occupies, many parishioners have remembered The Church of the Holy Spirit in their estate plans, and some present parishioners already have made plans to leave gifts to CHS. The Society organizes these supporters into one body whose individual names will be remembered regularly in parish prayer – one way in which we continue to recognize “the Communion of Saints” as an abiding presence in our lives. We invite you to join The Florence Kimball Society to widen the circle.

### Major Accomplishments/Activities in 2024:

- The Florence Kimball Society was introduced to the parishioners at The Church of the Holy Spirit with a coffee hour presentation led by Patrick. Photos of past parishioners who have generously remembered the church were shared in a well-received PowerPoint.
- Brochures have been printed and distributed to interested members.

### Responsibilities/Challenges

- Planned giving, alongside annual stewardship and capital fund drives, is vital to Christian stewardship and helps fund CHS's future ministries.
- Our challenge is to attract more parishioners to consider the church when preparing their wills and final plans. By sharing our resources after death, we continue our personal support for cherished organizations. CHS thrives today in no small part because of the generosity of those before us, and a planned gift of any amount extends that love to future generations.

Members: The Rev. Patrick C. Ward, Sally Dewing, Brenda Ridgeway - all in our first year of service

## **Fresh Holiday Arrangements Sale**

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 2024

- Tried shifting the sale to the second week in December thinking it would extend the life of the arrangements through to New Year's Eve. The sale was challenged by heavy rain the first day and limited parking due to a funeral the second day.
- Successfully recruited volunteers from other churches because the money was going to local charities.
- Continued with advertising via signs at the corner and in front of the church and posters around town; ad in The Chronicle; postings on CHS's website and Facebook; announcements during church service; and presentations during coffee hour.
- Increased our fundraising (\$3,665 gross)

### Responsibilities/Challenges

- Encourage more participation and support from our CHS and local communities
- Improve training methods for new volunteers
- Will return to scheduling the Holiday Arrangements Sale for the week after Thanksgiving as it is easier for all concerned.

Members: Arlene Barrett (Chairperson), 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 over 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 2024

- Exceeded fiscal expectations by 30% (\$17,000 gross).
- We opened the entire lower level, increasing the number of artists/tables. Décor and a hospitality table with cider and cookies enhanced the guest and artist experience. There was a marked increase in visitors and shoppers from opening at 9:00 to closing at 2:00 p.m.
- 25 artists and artisans participated.
- Continued with additional activities highlighting The Church of the Holy Spirit (hammering demonstration, scavenger hunt, self-guided tour of the art). These activities were well attended and 6 people joined the service the following Sunday because of the tour.
- Increased the number of themed baskets.
- Better jewelry moved to the Fireplace Room, and we had record sales.
- Added additional holiday decorations including a large tree on the stage. The Parish Hall was full of the holiday spirit.
- Engaged over 40 volunteers including many newcomers to the church.
- Continued to increase Facebook and other marketing tools, including reels.
- Benefited from over 2,600 cookies and other food items donated to the food table – which sold out.

### Challenges

- While the jewelry tables were highly successful and secure in the Fireplace Room, we need a better system for managing traffic and payment. We will work on that for 2025.
- Kimball Guild needs a better location, and we hope to highlight them more in 2025.
- Managing increased traffic and parking congestion on campus. We did not hire a police officer detail this year and will be sure to do so in the future.
- Improving website information and traffic. This continues to be a challenge, and we hope to have new website changes to increase information and post an accurate calendar of times.
- Clean-up crew needs to be increased and scheduled.
- Maintaining and increasing team leadership.
- Engage more children/young adults in the planning and day of activities.

### The Team

- Table chairs:
  - Sue Sasso: artist and vendors, set up and operations
  - Brenda Ridgeway: CHS Café
  - Ruth Campbell: Cabot Cheese
  - Cris Harter and Cynthia Murray: Food table
  - Suzy Gray and Nancy Boccia: Jewelry
  - Elizabeth Merritt: Books

- Roger Lovejoy: Scavenger Hunt
- Jack Sasso: Art and Sanctuary Tours
- Celia Calhoun (with Meg Nemitz): Volunteer Management
- Priscilla Isner and Cris Harter: Themed Baskets
- Priscilla Isner and John Harter: Financial and cash management:
- Wayne Curry and Matthew Harmon: Operations and so much more
- Important contributors to the team also included:
  - Rev. Patrick Ward
  - Diana Crighton
  - Debbi Manning
  - And the amazing CHS community! We could not do this without you.
- Chair for 2024 – Nancy Boccia

## Rummage Sale

Mission: To create a fun outreach event that unites parishioners and develops and strengthens friendships beyond The Church of the Holy Spirit community. It's our intention to represent The Church of the Holy Spirit positively and donate a portion of the proceeds to a specified charitable organization.

### Major Accomplishments/Activities in 2024

- This year the Planning Committee decided to add antiques and some better-quality items in hopes it might bring in additional revenue as well as buyers. We designated the Fireplace Room for these items and named it the Estate Sale Room. This gave us an opportunity to expand our market base beyond rummage sale shoppers and to also target estate sale shoppers.
- Marketing was key this year, focusing on new ways to bring in additional donations and to attract new shoppers. Social media and online advertising were used to broadcast the event Cape-wide.
- More than 30 volunteers showed up the week of the sale to unload cars, unpack boxes, and to sort, price and display the items on tables, floors and walls. Just as many volunteers worked during the sale assisting in the parking lot, greeting shoppers, working on the floor, as item tabulators and cashiers, and helping with breakdown and clean-up.

### Highlights:

- Operated Friday, May 2, 4:00 pm–7:00 pm and Saturday May 3, 9:00 am–12:00 noon
- The number of donated items we received exceeded our expectations
- New display signage was designed
- The social media marketing campaign was beneficial, and we learned a lot
- Tom and Sally Dewing graciously cooked/served us lunch on May 2nd (with their volunteers)
- We had over 100 shoppers waiting in line when the doors opened on Friday at 4:00pm
- The Estate Sale Room was both popular and lucrative
- New display signage was designed
- We surpassed our financial expectations (\$13,000 gross)
- We donated a portion of proceeds from this year's sale to the Family Table Collaborative
- At least 3 of the volunteers have become parishioners
- Most of the volunteers have already expressed interested in the 2025 sale

### Responsibilities/Challenges

The CHS Rummage Sale offers a wide array of gently used goods at affordable prices, which is why the event boasts a long, successful history.

The Team: After many years chairing the CHS Rummage Sale, Marcia Bechtold and Faye and Ike Cole stepped down in March 2024 and a new planning committee was formed which included Meg Nemitz, Suzy Gray, Gail Binney-Sterne, Celia Calhoun, John Harter, Priscilla Isner, Rich Gregory, and Brian Schnetzer (Chair)

It takes a parish to make an event like this happen, and because there are too many to mention, a huge thank you to the entire Planning Committee, all of the volunteers, and to Rev. Patrick Ward. I also have to acknowledge the Herculean efforts of Suzy Gray, Gail Binney-Sterne and Cris Harter who were on-site every day during Rummage Sale set-up week and during the sale.

## **HOSPITALITY**

Affinity Group Vestry Liaison – Michele Puzo

### **Hospitality**

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

### Major Accomplishments/Activities in 2024

- January Epiphany potluck supper
- 5 funeral receptions
- Annual Meeting, with lunch
- Confirmation reception
- 2 Baptism coffee hour cakes
- Chamber of Commerce reception
- Church School “welcome back” Cookout!
- “Feast of Little Candles” evening program reception
- Reception following Lessons and Carols evening service
- Again, we welcomed about 10 new folks to our 2 teams of bakers and food prep people.
- We have also added and welcomed the extra help of a decorating leader and team led by Meredith Perkins.
- Flowers are designed and offered by Fay Cole at many events

### Responsibilities/Challenges

- We happily create meals for funeral receptions and all fellowship activities that occur during the year, if asked.
- We love to welcome new folks to our teams led by Ruth Campbell and Fay Cole. You can bake cookies or bars or breads, make deviled eggs, or a cheese board or veggie tray or hummus tray. If cleaning up or setting up or serving punch is your “thing” there is a place for you!
- We are also present during outside groups using the kitchen to create a safe food space with ServSafe trained staff present.
- We have 2 teams with about 36 people total involved. We usually would ask someone to make something 2 or 3 times a year.

Leaders: Ruth Campbell and Fay Cole

## **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 2024

- We range from 15-19+ people. Come join us. There is always room for more.
- Thanks to Elizabeth Merritt we continue to support the Baby Center by taking a generous collection each meeting that is then used to buy diapers and wipes. They are sent with Margaret Ann and Bill Heuss and received with thanks from the center.

### Responsibilities/Challenges

- We meet in the Parish Hall about 11:45 and convene about 12:00 on the first Thursday of most months.
- Participants bring their own sandwich or salad. Volunteers bring potato chips and dessert to share. Others bring paper goods and table decoration, which make an enhanced luncheon experience.

Members: All CHS women are invited each month. Come join us. There is always room for more. Fay Cole – Chair and Convener, a role inherited several years ago from Sandy Marshall, recently deceased, who began this program.

## **Sunday Coffee Hour**

Mission: Coffee hour is a ministry which carries over after the 10am service. Our Coffee Hour mission is to provide an informal gathering which provides an opportunity to Love With Us through sharing in faith and fellowship.

### Major Accomplishments/Activities in 2024

- Coffee hour has been enhanced this past year with different themed Sundays. Often there are informational gatherings that include presentations from the Rector, CHS programs and committees, and guest speakers. Attendance has increased this past year; people are “lingering a little longer” and enjoying each other’s company. And we can’t forget that we celebrated Sundaes Sunday!
- Covid-free coffee hours. We did not cancel any coffee hours this year.
- Coffee was prepared by the weekend sexton on a weekly basis. Thank you, Mathew! Mathew also assists in the Kitchen clean-up.
- Snacks were provided on a weekly basis. Many volunteers are consistently helping out to ensure there is a snack to go with the coffee or tea. Our challenge of ensuring there is a snack every Sunday is monitored by the chairperson and has been successful this past year.
- Meals are prepared by The Family Table Collaborative, run by Jeni Wheeler, and brought to the church every other week as part of their distribution. Coffee hour has proven to be a good time to distribute the meals and assess the need. Thank you to parishioner Christine Lavenets for making this food available in our freezer.

### Responsibilities/Challenges:

- Ensuring there is a snack every Sunday and volunteers to follow through. There is a sign-up sheet in the kitchen and available every Sunday for you to volunteer to bring food. This is open to the parish. If you have any questions, please do not hesitate to ask.



- Collaboration with the Hospitality Committee, Church School, Building and Grounds Committee, Outreach, Health Ministry for special events which may occur during coffee hour. Thank you and looking forward to 2025!

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

## **Neighborhood Tables**

Mission: Neighborhood Tables gives parishioners an opportunity to meet in small groups in each other's homes to share a meal, fellowship and prayer.

Major Accomplishments/Activities in 2024: Eight groups (involving nearly 80 people) successfully launched in the late fall, organized (as much as possible) by towns.

Challenges: We hope parishioners will continue to sign up and more groups will be created.

Members: Celia Calhoun, Dianne Fromm, Cynthia Murray

## **LARGER FAITH COMMUNITY**

### **Cape & Islands Deanery**

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

Major Accomplishments/Activities in 2024

- Four Deanery Assembly meetings were held during the year, three on Zoom only, and one in-person at St David's, South Yarmouth. Topics discussed were: Spiritual practices and rules of life (January), Bishop's election process (April), Presentation on the permaculture garden at Saint Barnabas in Falmouth (May), and "What Programs Would You Find Valuable" at future Deanery Assemblies, and "How to Build a Sense of Community Among the Parishes of the Deanery" (September).
- All are welcome to attend, but only delegates and representatives may vote.

Responsibilities/Challenges

- Meetings in-person can sometimes require significant travel time, and hybrid meetings make it challenging to feel involved.
- We are hoping for a new Deanery website in 2025.

Deanery Representatives: Kate Paradise and Cris Harter, with alternate Cynthia Murray.

Kate Paradise has fulfilled her two terms as Diocesan Delegate and Deanery Representative, attending Assemblies and Conventions, and we are very grateful for all that she contributed: Thank you, Kate!

Cynthia Murray has completed two terms as Alternate Diocesan Delegate and was called to attend the Convention twice, and we are very grateful for her presence there. Thank you, Cynthia!

## Cape Cod Council of Churches

Mission: The Cape Cod 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 without regard to religious affiliation.

### Major Accomplishments/Activities in 2024

- Spearheaded by Elizabeth Merrit and the CHS Ladies' Lunch group, raised \$1,740 to purchase diapers and other needed supplies for A Baby Center, which provides basic baby needs to income eligible families on the Cape and Islands.
- The Council was represented at the CHS Outreach Fair in May with Hands of Hope Outreach Center Coordinator Kathy Driscoll.
- Attended the Annual Council Assembly at the Lutheran Church in West Barnstable in the spring, at which we heard reports of the several mission programs of the Council. As Director Edye Naismith writes, "We have been privileged to serve our neighbors for over 60 years, meeting people at their points of critical need and helping them move forward to greater stability."

### 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

CHS Representatives: Bill and Margaret Anne Heuss

## Diocese of Massachusetts 239<sup>th</sup> Annual Convention

"One Body in Christ, Members One of Another: Reconciliation and Belonging in an Age of Division"  
Saturday, November 9, 2024

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 2024

- The entire notes from the convention, prepared by the diocese, can be found at <https://www.diomass.org/diocesan-convention-2024>.
- Keynote Address (<https://www.diomass.org/news/diocesan-news/video-address-bishop-whitworth-2024-diocesan-convention>) given by Bishop Julia E. Whitworth, describing her observations on a time of transition for our diocese. She discussed three narratives: 1) "The Diocese of Massachusetts is a Complex System", 2) "We Are Really Congregationalists, You Know. It's a New England Thing." and 3) "Trauma, Truth-Telling and Solidarity". Bishop Whitworth concluded her remarks by expressing sincere gratitude to the leadership of the diocese, all those involved in bringing her to this place on her journey, the diocesan staff and Bishop Carol Gallagher, Assistant Bishop.
- Holy Eucharist service was celebrated.
- The diocesan budget was approved.
- Election for the various positions on committees were held (10 uncontested, 2 contested).

- Voting on resolutions (<https://www.diomass.org/diocesan-convention-2024>, scroll down for resolutions) covering:
  - Clergy compensation and benefits
  - A call for all leaders to complete the “Dismantling Racism Through Racial Healing” program over the coming year as a trial period (clergy, lay leaders and staff).
- Excellent organization of all matters.

Diocesan Delegates: Cynthia Murray (in place of Kate Paradise), Cris Harter and The Rev. Patrick C. Ward

## **Nauset Interfaith Association**

Mission: The Nauset Interfaith Association was established in 2009 as a 501c3 non-profit association of clergy and laity from over 20 faith communities on lower and outer Cape Cod. Our mission is to deepen our mutual understanding of our faiths; provide mutual support and understanding for each other; and work together for justice in our wider community, especially by standing with the poor, marginalized and oppressed.

### Major accomplishments and activities in 2024

- Several events engaging with indigenous residents of Cape Cod regarding environmental practices and principles.
- Raising community awareness of gender identify issues among youth and mitigating increasing suicidal and marginalization thoughts.
- Engaging and supporting migrants who have moved to Cape Cod from the Caribbean, Africa, Central and South America, Ukraine and other places.
- Support for the Brazilian Resource Center in Hyannis.
- College scholarships and emotional support, as needed, for approximately 10 at-risk students.
- Continuing dialogue with police chiefs on the lower and outer cape towards developing cooperative community safety and interaction.
- Educating ourselves and our wider Cape community.

### Responsibilities/Challenges

- Participation in our monthly meetings needs to be improved.
- Our online website needs more attention as does our publicity in general.
- We need deeper and broader financial support
- Engaging and communicating with our political representatives on the local, state and federal levels.

Officers: President – The Rev. Edgar Miranda (3 yrs), Vice-President – Madalyn Hillis-Dineen (7 yrs), Treasurer – The Rev. Ken Campbell (15 yrs), Assistant Treasurer, Doreen Cahill

# OUTREACH

## Affinity Group Vestry Liaison – Earle Bailey

### 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 2024

<p><b>Increase our capacity to serve</b></p> <p>Challenges from '23 included Leadership, Site Supervision, Safety, Hiring, and Data quality / systems</p>	<ul style="list-style-type: none"> <li>• Hired part-time Executive Director</li> <li>• Hired full team of 11 seasonal staff, with 1 dietetic intern</li> <li>• Implemented new data entry system</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to hire full team, enhance menu, expand reach and increase # of books and plays offered</li> <li>• Easily filled volunteer gaps and enabled staff to take days off</li> <li>• Ensured safety of volunteers by sending 2 cars to largest sites</li> <li>• Provided consistent F4K site supervision</li> <li>• Improved accordance with regulatory requirements</li> <li>• Improved data quality, and created efficiencies with data entry</li> <li>• Added engaging activities for kids including taste "tests"</li> </ul>
<p><b>Expand our reach</b></p> <p>Challenges from '23 included addressing our capacity to meet continuing increases in demand.</p>	<ul style="list-style-type: none"> <li>• Maintained 13 of 15 sites from 2023</li> <li>• Added 2 Grab &amp; Go sites and supported launch of 2 new Community Fridges</li> <li>• Extended service by 1 week (9 to 10 weeks)</li> <li>• Added 10 A-frame signs, and promotion materials in Spanish, Portuguese, Haitian/Creole</li> <li>• Attend more public events</li> </ul>	<ul style="list-style-type: none"> <li>• 44,643 meals served to children, a 1% increase from 2023</li> <li>• Served 1,101 meals at new site locations</li> <li>• Served 1,154 meals across 5 sites in the additional week of service</li> <li>• Increased awareness with bigger signage and multiple languages</li> <li>• Increased the # of new volunteers (39)</li> <li>• Engaged 135+ volunteers who gave 1,964 hours over 10 weeks, equivalent to 5 Full-time Staff</li> </ul>
<p><b>Improve nutritional quality and diversity of meals</b></p>	<ul style="list-style-type: none"> <li>• Prepared 4,200+ hot lunches over 10 weeks</li> <li>• Added shelf-stable protein to AM snacks</li> <li>• Replaced juice with real fruit for PM snack</li> </ul>	<ul style="list-style-type: none"> <li>• Increased satiety and satisfaction of the meals we served</li> <li>• Increased the nutritional value of meals beyond USDA requirements</li> <li>• Sourcing single-serve fruit &amp; protein from new vendors resulted in more efficient food prep</li> </ul>

Challenges

- To sustain and expand our mission long-term, a more formalized Board of Directors must be put in place to provide strategic oversight and expand fundraising capabilities. This is currently in process and the new Board plans to kick off in February.
- Explore revisions to our sites to maximize reach to hungry children, add convenience for families, minimize waste, and appeal to children of all ages with a focus on 15-18. This includes considering our Grab & Go sites which had a lot of meals leftover, especially early in the season; 40% in Orleans, and 57% in Brewster.
- Maintain nutritional quality and diversity of the meals we serve through fundraising. We received positive feedback on 2024 menu changes; however, food costs went up 33%. This is in part due to overall inflation, and the fact that the USDA reimburses based on a national average vs. 29% higher food costs on Cape Cod.
- Encourage sites to focus on congregate eating. Many sites end their programs at noon, and it can be a challenge to get children to eat as a group. We will seek to enhance our special programs during lunch to encourage congregate eating.
- Find efficiencies for serving hot meals: The materials needed, meal assembly process, packaging, and preparing for the delivery of hot meals changed each week, requiring agility on behalf of the operations and kitchen managers, intern, and volunteers. This learning will result in increased efficiency next season.

Board of Directors: F4K is in the process of establishing a more formalized Board of Directors with 50% representation from The Church of the Holy Spirit and the remaining coming from the community. Current confirmed members include: Brenda Ridgeway - Board Chair (11 years), Anne Koehler (9 years), Jeanne deCervens (new), Brian Schnetzer (new), Joy Jordan (new), Allison Wetzel (3 years), plus two open spots, as well as Jennifer Gale as F4K Executive Director (1 year) and Rev. Patrick Ward as Rector.

Staff: 4 people are core to our operations at the church: Operations Manager - Anne Marie Mullin (8 yrs), Kitchen Manager - Julie Thompson (3 yrs), Operations Assistants - Ray and Lizzie Thompson (2+ yrs). 8 people provided oversight of the locations we serve: 1 Site Manager - Jo Miller (1 yr) and 7 Site Liaisons - Jacqui Gale (1 yr), Chris Gray (2 yrs), Matt Montiero (4 yrs), Kisten Olsen (1 yr), Kathryn Rielly (1 yr), Becca Seavey (1 yr), Morgan Trimper (1 yr).

**Food 4 Kids 2024 Year End Estimate & 2025 Preliminary Budget**  
Calendar Year Jan 1 - Dec 31

As of 1.15.25

	<b>2024 Year End</b>	<b>2025 Prelim Budget</b>
<b>INCOME SOURCES</b>	<b>244,245</b>	<b>292,249</b>
USDA/MA DESE Reimb	118,317	124,233
Grant Income	109,490	148,000
State (DESE / Project Bread	21,140	22,000
Town Human Services	20,750	30,000
Faith Based	51,000	50,000
Local Orgs & Agencies	16,600	26,000
New Grants (TBD)		20,000
Individual Donations	16,419	20,000
Interest	19	16

<b>EXPENSES</b>	<b>283,707</b>	<b>305,133</b>
<b>Wages &amp; Benefits</b>	<b>117,720</b>	<b>135,132</b>
Administrators	44,939	52,350
Operations Staff	53,645	51,324
FICA	7,469	7,855
Payroll Expense	351	300
Medical	11,316	23,304
<b>Other Operating Costs</b>	<b>165,987</b>	<b>170,001</b>
Supplies & Materials	130,045	130,731
Food	117,440	120,000
Meal Prep/Pack	10,360	9,231
Office Supplies	2,245	1,500
Equipment	1,636	1,000
Communication	6,621	6,970
Special Programs (Books/Plays)	13,087	13,750
Travel/Mileage	2,770	2,500
Other Costs	11,827	15,050
Utilities	4,149	5,000
Maintenance	2,484	3,000
Storage	3,450	4,520
Data Systems	1,640	1,500
Online Giving Fee	34	30
Training	70	1,000
<b>NET OPERATING SURPLUS (DEFICIT)</b>	<b>(39,462)</b>	<b>(11,692)</b>
<i>Capacity to Serve Reserved Funds</i>	39,462	9,038
<b>REVISED NET</b>	<b>0.00</b>	<b>(2,653)</b>

## Free Shop

### Mission

- To provide free clothing for those in need and those shopping for those in need, and to serve as a recycling center for the Parish and Cape community
- Freely you have received - freely give. If you “take” from the shop - when able, “give” back to the shop!

### Major Accomplishments/Activities in 2024

- Keeping up with the increase of customers - averaging 40 every Monday & Wednesday. Keeping up with the increase of donations from the Parish and Cape community.
- Continued awareness that the shop only accepts clothing “in season”.
- Donations received that are not appropriate for the shop are recycled (by Suzy Gray) - nothing goes to waste!
- Continued "Necessity Shop" - Nauset High School Nurse's office

### Responsibilities/Challenges

- To create a welcoming, clean, organized, happy space/shop for volunteers and customers
- Always in need of “new” volunteers as customers and donations increase

Co-Directors: Sharyn Laughton and Suzy Gray

Loyal and faithful volunteers - *most have worked 10 years or more*

Nancy Anderson, Arlene Barrett, Mary Anne Bragdon, Ruth Campbell, Fay Cole, Judy Gardiner, Suzy Gray, Gray, Margaret Anne Heuss, Jay Haun, Joan Karter, Ginny Lucil (51 years), Sharyn Laughton, Meredith Perkins, Michele Puzo, Nancy Ranscht, Sue Sasso, Georgia Schneider, Julie Thompson, Lynn Van Norman, 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.

Major Accomplishments/Activities in 2024

Our long-awaited build of another Habitat for Humanity house, this one located on Phoebe Lane in Brewster, was completed and dedicated in October this year.

- Our participation as co-sponsor of this build honored the memory of both Nat Goddard and Gilbert Merritt. As Tara Cronin of Habitat for Humanity exclaimed, “This is going to be a love build!” And indeed, it was.
- Over 50 of us participated in one way or another. Some were on site as builders and registration of builders both on dedicated church team days and as individuals on other days.
- We were also active in coordinating and offering spiritual reflections on build days.
- Some of us helped by providing food for snack breaks for the work crews.
- Our generosity and creative talent were also manifested in the construction of beautiful quilts, bookcases and paintings. Gifts of books and gift certificates to the Brewster Bookstore were donated to help fill the bookshelves.
- We celebrated in on-site gatherings and a recognition ceremony in the Parish Hall during coffee hour.

We are grateful for this opportunity to participate in Habitat for Humanity’s mission to respond to the growing problem of affordable housing.

Co-chairs: Doug Fromm and Tom Dewing

## **Outreach Committee**

Mission: The mission of our committee is to provide outreach to both people in need who reside on Cape Cod as well those in 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 our committee aware of the agencies’ needs, activities, and accomplishments. To do this better we require an annual questionnaire and financials from each agency outlining some of their specific needs and desires.

Major accomplishments /activities in 2024

- We receive funds from the Parish Budget, from funds set up by former parishioners such as the Badger/Morgan Heed Fund, the Hagenbuckle Fund and a tithe on the various fund-raising events such as the Fresh Holiday Arrangements Sale, the Holiday Bazaar, the Rummage sale, and the Antique Show and Sale.
- We made grants to 25 agencies on Cape Cod as well as Americares to help with the flooding in the southern USA. We donated to the Endupoto school project in Tanzania led by one of our parishioners as well as other disasters in Europe and the Middle East. The complete list as well as our donations is available in this report.

### Responsibilities/Challenges

- To involve parish members more fully in the activities of the agencies we support
- Meetings are open to the parish on the first Thursday at 1:30 in the Fireplace Room. All are welcome. We were successful in getting a new member of our committee this year. We hope to recruit more new members.

The Team: Chip Bechtold and Phil Suraci – Co-Chairs for 2024, with Fay Cole, Sally Dewing, Sally Drew, Kathy Goddard, Bill Heuss, Page McMahan, Nancy Miller, Brooke Skea, Earl Bailey - Vestry Liaison. The majority has served more than ten years.

## Outreach Donations Report for 2024

<b>TOTAL OUTREACH FOR 2024</b>	<b>\$ 137,148</b>
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<b>Outreach Budget</b>	<b>\$ 40,000</b>
AIDS Support	\$ 3,000
Amazing Grace	\$ 2,500
Cape Cod Council of Churches	\$ 4,000
Champ House	\$ 4,000
Food for Kids	\$ 2,500
Homeless Not Hopeless	\$ 4,000
Homeless Prevention Council	\$ 8,000
Housing Assistance Corporation	\$ 2,500
Independence House	\$ 2,000
Latham Centers	\$ 1,000
Nauset Interfaith Association	\$ 3,000
Safe Harbor	\$ 3,500
<hr/>	
<b>Diocesan Assessment</b>	<b>\$ 69,685</b>
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<b>Badger/Morgan Fund</b>	<b>\$ 18,300</b>
Americares	\$ 4,000
Cape Abilities	\$ 3,000
Cape Cod Children's Place	\$ 1,500
Endopunto Primary School	\$ 2,000
Homeless Prevention	\$ 800
Hospitality Homes	\$ 1,000
Lower Cape Outreach Council	\$ 5,000
Up with Kids	\$ 1,000
<hr/>	
<b>Other Outreach Funds</b>	<b>\$ 3,963</b>
Endopunto	\$ 1,500
Episcopal Relief & Development - Israel/Gaza	\$ 1,382
Diocese of Massachusetts - Bishop's Fund	\$ 481
World Central Kitchen	\$ 600
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<b>Holiday Arrangements</b>	<b>\$ 2,500</b>
Family Pantry of Cape Cod	\$ 500
Habitat for Humanity	\$ 500
Homeless Prevention	\$ 500
Lower Cape Outreach	\$ 1,000
<b>Hagenbuckle</b>	<b>\$ 2,000</b>
Orleans Summer Program	\$ 2,000
<b>Habitat for Humanity</b>	<b>\$ 700</b>

## WORSHIP

Affinity Group Vestry Liaison – Betty Suraci

### **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 2024

- Produced a booklet of writings for these two liturgical seasons.

#### 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.
- If you would like to contribute to this project, please contact Dilys Smith.

Editor: Dilys Smith

### **Altar Flower Guild**

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

#### Major Accomplishments/Activities in 2024

- We added a new member
- Beyond the usual Sunday flowers, the Flower Guild created arrangements for several funerals.
- Some families recognized the anniversary of a loved one's death with a donation for flowers.

Responsibilities/Challenges: Like most church groups, we would love to have a few more members.

Members: Arlene Barrett, Nikki Carter, Fay Cole, Cris Harter, Roger Lovejoy, Nancy Miller, Cynthia Murray (Chair), Susan Sasso

## **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 Activities in 2024

- Old altar frontals redesigned and now in use. Big thanks to Diana Erb, Roger Lovejoy, and Jean Gatzkiewicz for this!
- Additional new pottery vessels purchased from Kemp Pottery and donated by Jean and Mike Gatzkiewicz.
- Completed an inventory of the sacristy and brought all supplies up to date.
- Purchased new gold pyx for use at the Terraces

### Goals for 2025

- To continue with our mission as stated above and to support Patrick+ in any way necessary to make our worship together meaningful and reverent.

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

## **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 2024

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

Leaders: Brooke Eaton-Skea, Meg Nemitz

## **Eucharistic Ministers**

Mission: To provide licensed Eucharistic Ministers at all eucharistic services, offering the chalices to all participants.

### Major accomplishments/Activities in 2024

- We had enough people to cover all services, Sundays at 10, Thursdays at 11, and all funerals.
- We have not robed since the altar turnaround. We walk up from the congregation.

### Responsibilities/Challenges

We are rather thin during the winter months due to snowbird EMs flying away.

Members: Gail Binney-Sterne, Celia Calhoun, Dianne Fromm, Priscilla Isner, Cynthia Murray, Meg Nemitz, Kate Paradise, Brenda Ridgeway, Brian Ridgeway, Jack Sasso, Sue Sasso. Brenda Ridgeway does the scheduling.

## Lectors

Mission: The Lector's goal is to add to the worship service through clear and meaningful readings from The Old and New Testament, as well as The Prayers of the People. The readings are assigned by our Rector.

### Responsibilities/Challenges

- The Lectors is a group of members with varied backgrounds and ages, who have volunteered to offer their time and talent to worship services, both for Sundays and the Thursday healing services. On the fourth or last Sunday of the month, one of the readings is typically conducted by a youth lector.
- A new roster becomes available about every three to four months, with each member having the opportunity to read about three times in the new time frame. The readers are named in the Sunday bulletin. When the reader is unavailable, a substitute reader from the pool is put in place to ensure continuity of this service.

Members: Diana Crighton, chair, with Earle Bailey, Carol Baffi-Dugan, Nancy Boccia, Celia Calhoun, Ike Cole, Jean Collins, Chris and Diana Crighton, Tom Dewing, Doug Fromm, Rich and Sarah Gregory, John Harter, Bob and Kathy Hubby, Dick Koeppen, Diana Landau, Kate Paradise, Brenda and Brian Ridgeway, Sue Sasso, Priscilla Silva, Jean Strella, Lizzie Thompson.

## Ushers

Mission: The mission of the Ushers is to facilitate a smooth worship service and record attendance.

### Major Accomplishments/Activities in 2024

- We welcome people and assist anyone who needs help.
- We light the candles, pass out bulletins, ring the bell to start the service, collect the offering, and direct parishioners to the communion rail.
- We record attendance, critical data for our church, the diocese, and the national church.

### Responsibilities/Challenges

- We serve at the 10:00 AM Sunday service as well as funerals and any special services such as Christmas, Ash Wednesday, and the Easter Vigil.
- We work closely with Patrick and the 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 have been a small group who meet spiritually every Wednesday to pray together at 9:00 AM.

Major Accomplishments/Activities in 2024: Each of us remained in our separate homes as we prayed together, following the structure of *The Book of Common Prayer* as found on page 137. We provided a list of the scriptures assigned for the month.

As the group has continued to grow smaller each year, we have decided to no longer meet in 2025. It has been a wonderful, shared journey.

Members: Richard O'Hara, Coordinator

# Worship Statistics

## CHS Worship Statistics 2013-2024

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>AVERAGE SAT/SUN</b>	227	215	202	192	180	173	141					
In-person								128 <sup>1</sup>	125	119	136	147
Zoom								(Jun-Dec) 78	85	117	124	
YouTube							56 <sup>2</sup> / 88 <sup>3</sup>	(Jan-Dec) 55	25			
								(Jan-Dec) 24	39	19	23	
<b>CHRISTMAS</b>	481	393	456	375	385	352	321	115	365	321	393	287
In-person										251	328	241
Zoom								115	365	70	65	46
YouTube												
<b>EASTER SAT/SUN</b>	477	424	434	358	331	417	306	0	312	230	327	328
In-person										205	302	300
Zoom									312	25	25	28
<b>EUCCHARISTIC VISITS</b>	168	165	149	95	119	185	76	21	4	1	24	86
<b>WEEKDAY SERVICES</b>	148	164	155	148	115	122	116	44	56	59	91	104
<b>BAPTISMS</b>	4	6	5	2	2	4	7	1	1	0	2	4
<b>CONFIRMATIONS</b>	0	9	0	7	0	6	0	0	0	0	0	13
<b>MARRIAGES</b>	0	5	3	3	1	0	4	0	0	1	1	1
<b>BURIALS</b>	18	19	26	17	11	9	14	7	11	32	15	10

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

<sup>1</sup> Pre-pandemic

<sup>2</sup> Morning Prayer

<sup>3</sup> Eucharist





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