

## **Adult Christian Education and Formation at St. Paul's**

John Payne and Bill Eiselstein, Co-Chairs, Christian Education Committee

At St. Paul's we try to provide adult education opportunities that help people grow in their relationship to Christ and live out their call to follow him. We also seek to inform parishioners on issues of the day and how we as Christians should respond to them. We offer a number of regular classes and programs, including the Speaker Series, Faith and Families, Education for Ministry, Inquirers' Class, and this year the Bible Challenge, with the goal to be to read the entire Bible in the course of a year, and Walking into Worship, led by our clergy.

The year began with stories of Old Testament heroes and their call by God, followed by a series on death and mortality as seen through various lenses such as art, music, and literature. Finally, we talked about evangelism, reconciliation, and forgiveness.

For the fall 2017 the Speaker Series theme was "Gospel faith put into action: Discerning issues at hand." As individuals go through a discernment of where Christ is calling them, Congregations are also given opportunities to respond to the issues of the world. Speakers will speak on important societal and cultural issues which we believe are opportunities to exercise our faith in response. We will explore how we and/or others are responding to them out of the love we interpret through the Gospel. Topics to be covered include: Separation of Church & State, Food & Poverty, Opioid & Alcohol Addiction, Suicide, Violent Crime, Education, Disaster relief, and more. We look forward to asking the question: What does the church have to say about these issues, and what, if it feels so called, might be ways the church responds to them in action?

In addition to classes, the Social Action Committee will present ongoing projects and opportunities for involvement with a "GAME-ON" table in the Narthex.

Among our hopes for the future are reestablishing a Wednesday night program, finding ways to appeal to a broader audience, and to have programs that appeal to both adults and the youth. In January 2018 Reed Sanderlin will present a series on the titles given to Jesus in the New Testament.

Committee members are John Payne, Bill Eiselstein, Amy Arrowsmith, Bruce Blohm, Erin Bas, and St. Paul's clergy.

## Suggested Format for Annual Parish Reports

Arts Committee  
October 16, 2017

- Summary of the specific mission of your ministry/committee.  
Mission Statement, Arts Task Force:

There shall be an arts endowment, the income from which would provide for a program to expand St. Paul's contribution to the community in the area of the arts. This program would address adults, youth and children with a special emphasis on developing self-esteem through self-expression, communications skills and teamwork. It would include exposure to the visual arts, literature, writing, and other art forms such as music and movement. Programs generated would serve not only St. Paul's membership but also disadvantaged youth and children. There should be an ongoing committee to study opportunities and to facilitate programs.

- Bullet points of Events, activities, expenditures, and/or things done in 2017.
  - Exum Gallery receptions/shows:
    - "Double Take" with the North Georgia Sky Painters (January 20- February 26, 2017)
    - "Artists on the Loose" (March 3- April 23, 2017)
    - Arts Camp Show (June 9-July 9, 2017)
    - "Four Seasons at Reflection Riding" (August 4-September 10, 2017)
    - "Pilgrimages" (September 15-October 29, 2017)
  - Arts Camp: June 5-9, 2017; 28 campers
- Bullet points of Events, activities, and/or things planned for in 2018.
  - Arts Camp, First week of June 2018
  - Exum Gallery receptions/shows
- Special hopes/needs for the future of the group.
  - Increase the number of attendants for Arts Camp
  - Introduce new artists for shows/receptions in Exum Gallery
  - Increase the number of attendants for receptions/shows in Exum Gallery
  - Increase the number of members of the arts committee
- Committee/Ministry chairperson and the names of members of the committee/ministry.

-Jennifer Keates-Baleerio, Chair

-Erin Worthington, Secretary

-Members of the committee: Suzanne Barels, Mary Florence Benson, Pam Boaz, Judy Bright, Pat Daniel, Julia Cronin, Bill and Judy Eiselstein, Angeline Gardner, Curt Hodge, Mary Lockhart, Betsy and John LaPoint, Lucy Powell, Mark Ramsey, Rebecca Siler, Linda Woodall, Ann and John Woody.

Submitted by

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NAME, Chairperson

**Report for Annual Meeting**  
The Reverend Joseph R. Woodfin, Associate Rector  
November 1, 2017

First, I must offer my thanks once more. I am so grateful to Fr. Brad for his confidence in calling me to be associate rector. I am grateful to serve among you and with you in the ministry of the Gospel in this place.

Carly, Luke, Maggie, and I love St. Paul's. We love you, the people; we love the history, the architecture, the tradition; we love the mission, as we seek to live out the Gospel in the heart of Chattanooga. It is a pure joy to "come to work" here every day, to hear the stories of God working in your lives and to experience this exciting and vibrant time in the life of this parish.

**MISSION:**

My mission is to support the ministry of the rector, vestry, and parish, particularly focusing on Christian formation for all ages, youth and family ministries, and liturgy.

**ACCOMPLISHMENTS IN 2017:**

- Accepted a call to serve as Associate Rector of St. Paul's! (began 8/1)
- Participated in In-Town Mission trip with middle school and Sr. High youth.
- Helped call and onboard Youth Ministry Assistant Mackenzie Kelly.
- Assumed chair of the Thorne Sparkman School of Religion Committee as we plan for 2018.
- Became EFM mentor for existing group at St. Paul's.
- Certified as a clergy mentor with the University of the South, with plans to mentor an additional seminarian in 2018.

**LOOKING AHEAD TO 2018:**

My chief goal for 2018 is to brainstorm, develop, and implement a holistic, all-ages approach to Christian formation in time for the next program year. With the help of Hope Hutchins, numerous youth and adult planning committee members, and wonderful teachers and volunteers, I hope to look at how to strengthen an already strong set of offerings and avenues for members and friends of St. Paul's to grow more deeply into their Christian identities.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joe +", written in black ink.

The Reverend Joseph R. Woodfin, Associate Rector

BREAKFAST MINISTRY  
NOVEMBER 1, 2017

- Summary of the specific mission of your ministry/committee.
  - The Breakfast Ministry provides a fellowship breakfast for the parish for approximately 34 Sundays a year corresponding with the fall & spring Christian education seasons. Breakfast is provided after the completion of the 8:00 AM Eucharist service.
  - This ministry has existed for more than 35 years!
  
- Bullet points of Events, activities, expenditures, and/or things done in 2017.
  - Provided “buffet style” breakfast using volunteer labor along with help from Patty and Tom Kale
  - Averaged serving 50 people a week
  - Approximately 1/5 of breakfasts were “fundraisers” for other ministries
  - Leftovers used to feed clients in St. Catherine’s Shelter
  - Breakfast Ministry operates at a break-even or slight surplus
  
- Bullet points of Events, activities, and/or things planned for in 2018
  - Continue to offer low-cost filling breakfast that is not an economic burden on the parishoners or the parish.
  - Increase availability to accept credit/debit cards for payment
  
- Special hopes/needs for the future of the group
  - More volunteer participation
  - Some new kitchen equipment (stand mixer?) to improve service
  
- Committee/Ministry chairperson and the names of members of the committee/ministry.
  - Tom Kale, Jr. (Chair)
  - Patty Brigham (Staff Support/Liason)

Submitted by: Tom Kale, Jr.

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NAME, Chairperson

## CARD MINISTRY

November , 2017

- Our mission is to continue letting our members know they are thought of and prayed for, especially those unable to come to church and be a part of the community. We maintain communication with members of our congregation who are shut-ins; experienced loss; going through medical problems; family crisis; had a new baby; or moved to a new home; by sending a faith-based card from the St. Paul's Pastoral Care Team.
- The response to this ministry has been extremely positive and often inspirational.
- We have sent out approximately 426 cards this year.  
We send out 30 to 40 cards each month.
- Chair: Julia Cronin  
Ministers: Jackie Johnson, Curt Hodge, Lou Phillips, Phyllis Cooper, Carrie Stefaniak; Shannon Mowrer. New Ministers signed up during Outreach Week: Bruce Blohm, Alice Turnage, Mary Lou Sherrill, Dorothy Hallman (the newest ministers will begin sending cards in November)

Submitted by  
Julia Cronin

## Children and Youth Ministries

- Mission: "The ministries to children, families, and youth of St. Paul's Church will be a loving, supportive community of Christian disciples, seeking and serving Christ at St. Paul's, in our city, and in our world"
- Events and Activities for Children and Youth in 2017:
  - Weekly EYC group every Sunday
  - Youth mission trip to Indianapolis
  - In-Town mission weekend in Chattanooga
  - EYC winter break ski trip
  - Vacation Bible School
  - Arts Camp
  - Club 345 outings
  - Lenten Family Night
  - Parent's Night Out
- Events and Activities for Children and Youth for 2018:
  - All events listed above
  - Additional summer camp during June
  - Additional Advent and Lent family events
- Special Hopes and Needs:
  - Additional funding! As our groups continue to grow at a very quick rate, it requires more funding to put on the trips and activities needed to expand our ministry!
  - Volunteers for both children and youth ministries

Ministry chairperson: Hope Hutchins

## EUCCHARISTIC MINISTER AND LECTOR MINISTRY

### 2017 ANNUAL PARISH REPORT

- I. Eucharistic ministers at St. Paul's Church are lay persons selected and trained by our clergy and licensed by the bishop to administer the consecrated elements of the eucharist. They administer the consecrated wine at any celebration of the eucharist to assist our priests and the celebrant. This ministry is understood to be an extraordinary ministry, as the giving and receiving of the sacraments is a very holy and personal experience. There are currently 31 active eucharistic ministers at St. Paul's Church.

Lectors at St. Paul's Church are lay persons selected and trained by our clergy in reading lessons and the prayers of the people at all of our regular services as well as special services throughout the liturgical year. There are currently 35 lectors at St. Paul's Church.

This committee assists in selection and training of volunteers, and assigns volunteers to serve at weekday, Sunday, and special services at St. Paul's Church. Reminders, including attachments of the proper readings, and obtaining substitutes is a vital part of the committee work.

- II. During the 2017 year, this committee has assisted in one formal training and appreciation luncheon in August. There have been approximately eight informal trainings held throughout the year to bring new volunteers on the ROTA. The committee had a power point presentation spotlighting this ministry at the annual Ministry Fair. Due to illness in the family, personal decision, or relocation, the committee has lost four eucharistic ministers and four lectors. On the other hand, we have added ten eucharistic ministers and seven lectors, for a total gain of nine on the roll.

Committee chair, Jill Cavan, has completed trainings on the Ministry Scheduler Pro, has been added as an administrator, and is in the process of obtaining full implementation of eucharistic minister and lector scheduling via this tool.

Although no expenditures have been incurred to this date, a personal thank you note campaign is planned for the Advent season, involving both the purchase of cards and postage.

- III. It is the hope of the committee that the number and involvement of volunteers in both areas will continue to increase in 2018, including on-going training and appreciation events to this end.
- IV. With the guidance of Fr. Joe Woodfin, plans are to develop customaries for both categories (eucharistic ministers and lectors) in early 2018 to further training efforts, providing a standard for all volunteers.

Submitted by:

Jill Cavan, Chairperson



## Facilities Coordinator 2017 Annual Report

All wooden floors in the hallways and Key Andrews Hall were sanded and waxed.

A new kitchen window was installed.

Major plumbing repairs which involved plumbers, shutting off water and working all day when the office was closed, Easter Monday.

Building of a New Youth Room! This was a much needed project. Expenses were: paint, lights, flooring. A big thank you to John Coffelt, who had his company build the wall and closet in the new youth room, and Nerren Pratt who had his company paint the ceilings. Our Youth all helped paint the walls.

I had new flood lights installed out front on the church and the front steps KA entrance. They work on a photo cell and at night we are lit up beautifully. Also had our steps lighting put on a photo cell.

Next year's goals are too hopefully:

Replace some of the big heavy tables in KA to nice light weight tables

Re-landscape out in front of the church.

Re-pave and stripe the parking lot.

Replace some worn carpet in some of the office area

A real dream would be to replace the carpet in our Nave

It was another great year working here at the church I can always say never a dull moment.

I thank you all for allowing me to be your Facilities Coordinator and look forward to the upcoming new year.

Sincerely

Patty Brigham

Facilities Coordinator



Flower Ministry - Annual Parish Report  
October 22, 2017

- The flower ministry takes the altar flowers after each Sunday service and creates smaller arrangements to take to parishioners who are sick, either in local hospitals, nursing facilities or in their homes. In addition, an arrangement is delivered to St. Barnabas Nursing Home each week for their weekly Tuesday chapel service.
- Activities during 2017:
  - One member of the committee arranged and delivered the flowers each Monday. Sandy Boyles created a calendar for the year and distributed it to all committee members at the end of the previous year.
  - After delivering flowers, the committee member sent an email to Fr. Whitaker and to Janet Hale to relay information on any needs of those parishioners visited.
  - The committee met together for lunch during the summer to discuss future plans. Lee Preston met with the group to give instruction to help with pastoral care. Janet Hale met with us to coordinate our committee with others involved with pastoral care.
  - In prior years, names of those who would receive flowers were given to committee members each Monday when we arrived at the church. When Lee resigned, the process was changed and we now use a set schedule for each Monday of the month. Therefore the committee member who delivers, for example, the first Monday of each month sees the same parishioners each time. This allows us to develop a relationship with those we see.
  - A display was created for the Ministry Fair.
  - Cathy Dreger joined the committee in September after the Ministry Fair.
- Activities planned for 2018:
  - Sandy Boyles will create a calendar for the year.
  - The committee will continue to function with the duty schedule used in prior years.

- Needs for the committee:
  - There is a need for replenishment of the vases and oasis used for arrangements.
  - Although the set schedule of names of those to receive flowers is helpful to the committee, occasionally someone on the schedule should be removed due to a death. In addition, there are most likely parishioners who could use flowers on an occasional basis (hospital stay, death of a loved one, etc.). It might be helpful if someone on staff could routinely check the list and notify us by email of any modifications.
  
- Committee Members
  - Sandy Boyles, Chair
  - Pat Daniel
  - Cathy Dreger
  - Lou Fuller
  - Becky Pope
  - Carla Sanderlin

Submitted by

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Sandy Boyles, Chairperson

## **Great Expectations Annual Report 2017**

The mission of Great Expectations is to provide those aged 55 and older with a monthly opportunity for fellowship, lunch and a program with the purpose of enhancing the spiritual life and fellowship of those St. Paul's members and guests.

A planning committee met in August to formulate the mission statement and lay the groundwork for the first meeting on September 6<sup>th</sup>. The members of this committee are Debbie Martin, Julia Cronin, Ellie Johnson, Jocelyn Bell, Charlene Bankston, Janet Hale and Brenda Nunn. Gail and John Reed of Tripmakers Tours and Cruises are consultants for trip planning.

The activities of this group are two-fold. The group will meet on the first Wednesday of each month for a brief social time, lunch and then the scheduled program. Occasionally opportunities for day or overnight excursions will be presented. Any expenses incurred for lunch, programs or excursions will be paid by the participating members.

Because this is new and wide-open effort at St. Paul's, the 54 attendees at the first meeting were asked for ideas for programs and trips. Lists were compiled and are referenced by the planning committee.

Upcoming meetings along with the programs are advertised in the eChimes and the Sunday bulletins.

GreenFaith Stewardship Team  
November 2017

**St. Paul's GreenFaith Ministry**- Ministry of environmental stewardship, caring for creation and social justice collaborating with St. Paul's clergy, staff, parishioners, & community partners.

- Events, activities, and things done in 2017.
  - St. Paul's trees – Maintaining our trees provides shade, water absorption and a Best Management Practice (BMP) for reducing storm water. So along with shade, maintaining them provides an annual \$600 credit on St. Paul's City Water Quality bill
  - St. Francis Day Block Party – Helped coordinate partnership Crabtree Farms, Trailhead Nursery, Community Kitchen, and Audubon Acres
  - Sweet Potato Project – Local growers from St. Paul's parishioners, Sewanee School of Theology and on St. Paul's grounds – donating a harvest 100+ lbs. to Community Kitchen and NEEMA refugees
  - NEEMA Community Refugee Resettlement Garden Project – volunteer garden of sweet potato and fall crop of kale & greens.
  - Exploratory meeting with Tennessee Interfaith Power and Light
  
- Events, activities, and/or things planned for in 2018
  - Stewardship –St. Paul's BMP –Tree maintenance and replacements, for storm water management, shade and beautification
  - NEEMA Taking Root Community Garden – three season planting
  - Pilot test – Kitchen composting
  - Tennessee Interfaith Power and Light – Engage/advocate for stewardship of power and lights to reduce energy usage
  - Sweet Potato Project – May - October benefit Community Kitchen
  - St. Francis Day Block Party – Ingathering / Community Partnerships
  
- Special hopes/needs for the future of the group - Hope to continue integrating environmental stewardship/social justice with overall St. Paul's ministry and in the Chattanooga community at large. Anyone with a willing heart and desire to support St. Paul's Greenfaith ministry efforts is invited and needed.
  
- Committee/Ministry chairperson Bruce Blohm and Angela Dittmar.

Submitted by

Bruce Blohm  
NAME, Chairperson

Annual Parish Reports

GREETERS

October 24, 2017

- Summary of the specific mission of your ministry/committee.
  - \*To warmly welcome all worshipers to St. Paul's
- Bullet points of Events, activities, expenditures, and/or things done in 2017.
  - \*no expenditures
  - \*greeting at each 10:30 a.m. service on Sundays at the front doors to the Nave, at Bonner Tower, and at the kitchen entrance to Key Andrews Hall
  - \*greeting at funerals as requested
  - \*greeting at Thorne Sparkman, all Easter services, and all Christmas services
- Bullet points of Events, activities, and/or things planned for in 2018
  - \*possibly expand greeting to early services
  - \*increase the greeter pool
- Special hopes/needs for the future of the group
  - \*as in previous points
- Committee/Ministry chairperson and the names of members of the committee/ministry.
  - \*Anita Vetter
  - \*Suzanne Barels
  - \*Ed Barels
  - \*Lee Moore
  - \*Larry Moore
  - \*Judy Eiselstein
  - \*Kerry Blohm
  - \*Bruce Blohm
  - \*Sue Shaw
  - \*Steve Swafford
  - \*Debbie Martin
  - \*Katlin Morrison
  - \*Kristin Morrison
  - \*George Patten
  - \*Alison Shaw
  - \*Jill Cavan
  - \*Bill Campbell

Submitted by  
Anita Vetter, Chairperson





## St Paul's Junior Warden Annual Report

This has been another year of opportunities, successes, and plans for the future. Building on the hard work of those that served before me keeps me aligned with maintaining the beauty and architecture of our campus while upgrading and modernizing where warranted.

Please refer to our Facilities Coordinator and Capitol Projects reports for additional details.

With the continuous use of our facilities, there is seldom a week that goes by without seeing a plumber, electrician, HVAC technician or the need to perform minor maintenance. With your help letting us know items that need to be addressed, it has allowed us to stay in front of many issues like kneeler repair, door closures, poorly lit spaces, etc...

One of the air conditioning condensers under the altar had a clogged drain line which was allowing water to accumulate resulting in mold and a musty smell. This line was replaced as the blockage was extensive. Numerous lighting ballasts have been replaced as we see the toll of our aging fixtures.

This year we replaced three window units. An extensive inspection and analysis of all of our windows has been completed. We have established priorities and will be moving forward seeking funds to implement the needed repairs/replacements.

We are evaluating modification to the side stairs to the altar (Acolyte and Eucharistic Minister access) to provide for a safer path for our parishioners.

We are currently obtaining proposals to install exterior lighting for the church on the Pine Street and south parking lot areas...main entrance, Key Andrews entrance, and the O'Dell Garden.

Funds are being requested to install 2 ceiling fans in the adult choir room.

Our repairs last year to the sagging floor in the Nave necessitated routing rain water away from the church which have been effective.

While there have not been any major items to address, we continue to face issues daily with our infrastructure. The capable leadership of our Facilities Coordinator keeps things running but we struggle to complete all of our needed work due to budget constraints.

We are working through the thought process for developing a "Wish List" whereby parishioners could consider providing additional funds for specific needs..be on the lookout and let's make this a success!

We are establishing some guidelines and methods to recognize significant donors and their legacy. I feel that placing a plaque or other form of remembrance should be in keeping with the tradition and architecture of our being on the National Register of Historic Places.

Having shadowed Rick Lee (Junior Warden) my first year on the Vestry and serving as your Junior Warden these last two years has been an honor. I am confident that my successor will continue with the work necessary and build upon those that went before us.

Peace!

Membership and Ministry Support  
November 10, 2017

- Oversee all office operations; support Rector, Vestry and Ministry leaders administratively; and manage membership information and functions.
- Primary Responsibilities and duties this year:
  - Managed Main Church Calendar and Database with ACS Tools.
  - Welcomed 33 guests with letters.
  - Facilitated paperwork for 34 new members (9 transfers in, 10 baptisms and 15 confirmations).
  - Office Computer updates included a \$6,000 Wifi Upgrade and a \$2,000 local server for digital file storage.
  - Three iMacs were purchased at less than \$1,000 each for Youth Director, Associate Rector and future clergy staff member.
  - May, received promotion to Director of Membership and Ministry Support and assisted Rector with updating and standardizing all staff job descriptions.
  - Participated in Vestry /Staff retreat and followed up on several tasks identified during the meetings.
  - Coordinated announcements, correspondence and office needs for the several staff turnovers mid-year.
  - Installed and initiated new software (Ministry Scheduler Pro) to assist and manage all volunteer schedules.
  - Invited LifeTouch to hold a photography event with the main intention to publish an updated picture directory.
  - Continue to assist parishioners to log in to Member Access ACS and use online giving tools.
- Looking forward to 2018:
  - work with Vestry to develop Newcomer welcoming and connecting procedures and processes.
  - Wrap up photography events and publish picture directory.
  - Move all volunteer scheduling toMSP
- Self, Staff member

Submitted by

Beverly Rhoden

Director of Membership and Ministry Support

## ANNUAL REPORT TO THE CONGREGATION

KEITH S. REAS, DIRECTOR OF MUSIC

November 14, 2017

The mission of the music ministry at St. Paul's is to provide high quality music (congregational, choral, instrumental and organ) that undergirds and enhances the liturgical and spiritual life of the congregation; to provide opportunities for personal participation in music, for increasing individual skills and knowledge, and for leadership roles in worship; and to allow others in our community to experience the beauty of music at St. Paul's through concerts and choral services throughout the year.

In the last year,

- The Senior Choir continued its excellent leadership of worship, singing for nearly 70 liturgies and events, including Sunday services, Evensongs, Lessons and Carols, and special services at Christmas and during Holy Week.
- Our recent All Saint's Service featured the rarely-performed *Vespro Breve* by Durante, with strings, and featured several soloists from the choir.
- Collaborative services included an Evensong to benefit MetMin with other Episcopal adult choirs, and the annual Children's Evensong with area choristers.
- The Summer Choir continues to provide strong music for worship in the summer months, and provides an opportunity for participation for all singers.
- The St. Andrew and St. Cecilia Choir continue to train youth choristers who participate in worship.
- Andrea Spraggins continues to provide strong leadership for the St. Nicholas Choir, KoolChimes, and WindRingers, which has seen a big increase in numbers this fall.
- The Adult Handbell Choir is flourishing under Janet Hale's leadership, continuing the excellent tradition established by long-time director Kathy Allison.
- The Tower Bell Ringers lead us into worship, and ring out our joy to the larger community.
- The Music at St. Paul's Artist Series attracted diverse audiences from many parts of our community. Special highlights were the Vienna Piano Trio and the Tallis Scholars.

In the coming year, we expect all of our activities to continue at the high level of quality that the St. Paul's congregation and our community have come to expect. Concert highlights will include an ensemble of 17<sup>th</sup>-century brass instruments, and vocal ensemble from Estonia and glorious music of the French Baroque. The choir will present music by Felix Mendelssohn at our January Evensong for the Conversion of St. Paul.

Some hopes for the future include:

- Increased participation in children's and youth choirs and handbell choirs.
- Restoring our one swinging bell to full functionality and upgrading the automatic playing system for the tower bells.
- Performing some much-needed long-term maintenance on the Casavant organ.
- Having our youth choristers participate in Royal School of Music summer camps.

ANNUAL PARISH REPORT  
PASTORAL CARE MINISTRY  
NOVEMBER 2017

**Summary of the specific mission of ministry/committee**

St. Paul's Pastoral Care Ministry is part of the faith community which is grounded in the commitment and responsibility of both clergy and laity, to support and encourage one another. This ministry is led by our Clergy, Janet Hale our Pastoral Care Minister, and Lay Ministry Leaders. The Lay Pastoral Care Team consists of Julia Cronin, Ellie Johnson, Joyce Miller, Jill Fisher, Sandy Boyles, Jody Clark, Debbie Martin, and Lucy Powell. The ministries they represent are: the Flower Ministry, the Card Ministry, Eucharist Visitors, the St. Annes Guild, the Meal Ministry, the Celebration/ Bereavement Ministry, and St. Paul's Cares

The pastoral needs in a parish this size are great. With this in mind, our clergy are actively supporting lay ministries to help them respond to the needs of all. The clergy and lay ministers are visiting, calling, writing notes and cards, taking communion, offering prayers, knitting prayer shawls and afghans, baking bread, preparing meals, and delivering flowers. Each week bulletins and audio recordings are mailed to those who are unable to join us in our worship. We are also sending quarterly "Forward Day By Day" devotions to our fellow parishioners who are homebound.

Our "St. Paul's Cares" is a very important form of an enhanced system of pastoral care which seeks to respond more fully to the pastoral needs of our parishioners and provides greater opportunities for ministry within the parish. The concept of this plan is very simple in its inception. The congregation is divided into three alphabetical groups, each with a team of lay coordinators called Shepherds. The Shepherds serve as an initial contact for individuals or families experiencing a pastoral challenge or crisis, and they help to coordinate the care of our various pastoral support ministries. This plan is proving to be a very beneficial ministry that is truly meeting the needs of our parishioners. Our Shepherds are very dedicated to their parishioners and are constantly in communication with the clergy on a week to week basis. With a growing congregation, and increasing pastoral needs, it is important that we now have a well-organized ministry that utilizes the gifts and leadership of our parishioners supported by the clergy. Our Shepherds are: A-F, Julia Cronin and Joyce Miller: G-O, Janet Hale and Carol Putnam: P-Z, Herb DeLoach and Carol Brand.

**Bullet points of Events, activities, expenditures, and/or things done in 2017-18**

Support for those in crisis or transitions

- Active Shepherds constantly in contact with their parishioners
- Weekly communication with reports to clergy and Shepherd leader
- Communication from Shepherds to ministry leaders and ministry leaders to Shepherds
- Names placed on prayer list when needed
- Cards sent third week of every month
- Shepherds send birthday greetings each month
- Communication greatly improved between all ministries and clergy
- Improved work on ACS, clear communications and established boundaries with confidentiality in place
- Flowers delivered weekly to those homebound, in nursing homes or hospitals
- Mailings to homebound
- Prayer shawls and afghans to those in hospitals or homebound
- Bread delivered two times a year, Easter and Christmas
- Shepherd Sunday set quarterly to get know the Shepherds
- Send forth Eucharistic Visitors
- Letters to congregation to keep St. Paul's Cares in forefront
- Clergy to enhance this ministry thru announcements, sermons, etc.
- Ministry fair to show what this ministry is and receive new lay ministers

**Monetary needs:**

same as 2017, expanding the needs for cards, EV kits and bread making ingredients

**Hopes for the future:**

- Communicate to congregation in new ways
- Discover and enable new lay ministers with the Lay Ministry Team
- Gifts and Talents Workshop
- EV training for new Eucharistic Visitors
- Expand all ministries to a higher working level
- Work on a transportation ministry
- Work with our younger congregation in Pastoral Care
- Continue to grow in all ways

# St. Clare's Needlework Guild

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November 3, 2017

- Summary of the specific mission of your ministry/committee.
  - *This mission statement is still in development and we understand that there is some redundancy in it but currently our mission is as follows:*
    - *St. Clare's Guild enhances the worship experience of our parishioners by creating and preserving liturgical needlework for use in worship at St. Paul's Church.*
  
- Bullet points of Events, activities, expenditures, and/or things done in 2017.
  - *Ongoing recruitment efforts for stitchers to complete kneelers at the high altar. Recruited this year:*
    - *Carrie Stefaniak*
    - *Carol Putnam*
    - *Cara Wilcox*
    - *Vicki Leather*
  - *Promotion of St. Clare's Guild at Fall Ministry Fair*
  - *The stitcher in Texas that we had originally intended to work with was, ultimately, unable to help. We went with another stitcher in Texas who is also highly recommended and has multiple pieces in the National Cathedral. She is more expensive so we are seeking funds to make up a shortfall of \$1400 for stitching in our budget.*
  
- Bullet points of Events, activities, and/or things planned for in 2017
  - *Continue stitching on the kneelers intended for the high altar*
  - *Meet monthly in 2018 in order to support our stitching efforts and to set personal weekly goals for stitching.*
  - *Attend all ministry fairs*
  - *Raise awareness of our efforts and an appreciation within the membership for the needle artwork so the congregation can help us preserve and protect what is there.*
  - *This did not get started from last year but it is still on our agenda: Begin the process of putting together a color catalog of our existing needlework as the original pamphlet is outdated; this could possibly be a fundraising project for the Guild.*
  - *Engage one of our parish photographers to photograph all the needlework in the church and save it electronically and in a secure, fireproof location for insurance purposes.*

- *Identify other “kits” we will design, create, and distribute for stitching to address the need for replacement of acolyte kneelers, the bishop’s chair, etc. The ultimate goal is to have all needlework at the altar match/coordinate.*
- 
- Special hopes/needs for the future of the group
  - *Need: We need more people interested in stitching*
  - *Need: We need more funds/gifts from parishioners to fund more replacement of worn out pieces.*
  - *Hope: To educate the parish about our liturgical needle art on what goes into creating it and on ways they have help care for / preserve it*
    - *Need: Discussion with clergy on best way to do this and various means and methods to promote and educate*
  - *Hope: To remake / re-publish the catalog of needlework in the nave to include color photographs*
    - *Need: More involvement from parishioners with the time, skill, and talents around publishing*
    - *Identify someone who can take the lead on this project*
- Committee/Ministry chairperson and the names of members of the committee/ministry.
  - **Chair: John Dixon**
    - **Evelyn Kennedy**
    - **Carole Montgomery**
    - **Mardi Longley**
    - **Johanna Kosik**
    - **Ellen Nation-Lord**
    - **Harriett Whitaker**
    - **Carrie Stefaniak**
    - **Carol Putnam**
    - **Cara Wilcox**
    - **Vicki Leather**

Submitted by:

John T. Dixon  
Chairperson

## ST. CATHERINE'S SHELTER FOR WOMEN AND CHILDREN

St. Catherine's Shelter, whose mission is to provide safe shelter for homeless women and children has been flourishing in the undercroft of St. Paul's church since 1996. Founded in collaboration with the Chattanooga Community Kitchen the shelter houses women who have been carefully vetted and assigned to special programs designed to offer them skills for leading successful new lives upon graduation.

St. Paul's helps to partially underwrite the CCK staffing necessary to run the program with an annual contribution of \$16,000. Often donations are encouraged and made to St. Catherine's operating fund to honor individuals for birthdays, anniversaries, and as gifts at Christmas.

Topping the list of additional major needs are females, 18 and over, who can stay 1 night a month as overnight volunteers in the newly renovated volunteer room. A bin for collection of paper goods to be used in the shelter kitchen is provided in the King Parlor. Because of the heavy turnover of clients the linen supply needs to be regularly replenished with new single bed sheets and pillowcases, pillows, and bath towels which parishioners are encouraged to contribute.

In 2012 a drive was held to fund a much needed renovation for the basement space housing St. Catherine's. Many individuals, foundations, and church activities contributed to realize a dream that continues to mean so much for helping women realize new lives.

Deanne Irvine

Liaison to St. Catherine's Shelter



ST VERONICA'S GUILD  
NOVEMBER 1, 2017

- Summary of the specific mission of your ministry/committee.
  - The purpose of St. Veronica's Guild is to identify members within the congregation that will volunteer to provide photography at special services and events of the parish.
  
- Bullet points of Events, activities, expenditures, and/or things done in 2017.
  - St. Veronica's Guild was formally launched in 2017 with 3 adult members and 1 youth member.
  - Successfully provided at least 1 photographer at all church special services and events.
  - Guild expended zero dollars of parish funds
  
- Bullet points of Events, activities, and/or things planned for in 2018
  - Continue to offer photography for special services, festival services, and parish events to accurately document church activities
  
- Special hopes/needs for the future of the group
  - It is hoped that the guild with at least double in the number of participants with special attention paid on recruiting youth. (No professional training is required!)
  - There needs to be a central online location where photographs can be uploaded, stored, and available to the public to view, purchase, and/or download.
  - More visible use of photographs produced by the guild in the parish's media and social media publications.
  
- Committee/Ministry chairperson and the names of members of the committee/ministry.
  - Ed Barels & Tom Kale, Jr. (Co-Chairs)
  - Erin Worthington (Member)
  - Sophia Baleeiro (Youth Member)

Submitted by: Tom Kale, Jr.

## TOWER BELL RINGERS

- Our mission is to enhance our worship by incorporating the tower bells into our services, including weddings and funerals.
- The Tower Bell Ringers faithfully played prior to Sunday morning services and all Easter and Christmas Eve Services in 2017. In addition, we provided Ringers for several funeral services this past year.
- Are plan for 2018 is to continue to play at our worship services and any other special services as requested. The number of ringers has increased over the past two years, and several others have expressed an interest in joining. This gives us an opportunity to expand our coverage to additional services or special events.
- Chairperson: Pam Potter  
Ringers: Pam Potter, Shawn Kurrelmeier-Lee, Eleanor Johnson, Donna Greenwood, John Dixon, William Pugh, Tony Smalley

Submitted by

Pam Potter

Chairperson

## **USHER'S MINISTRY – November 4, 2017**

Specific Mission: To meet, greet, seat and assist every member and guest coming into St. Paul's in a manner where they feel they belong and are not just a guest, but someone very important.

Activities: Ushers are scheduled so they are rotated, giving everyone a chance to get to know each other, creating a great bond between all Usher's. A great fellowship is formed creating a very close knit group.

All Usher's appreciate and look forward to meeting with the Clergy at least twice a year.

Activities are Clergy directed.

No expenditures necessary. 32 / 10:30 AM Usher's, with a wait list.

See attached for additions/changes in worship service.

2017: Christmas & Easter services take a total of ALL ushers . . .

Including 8:00 and 10:30 – takes 32 Ushers for each of these celebrations.

Committee Chairperson: Betty Grisard & all 10:30 Ushers