



ST. STEPHENS

2015 Ministry Reports



JANUARY 26, 2016
ST. STEPHENS EPISCOPAL CHURCH
2750 E. Cardinal Dr. Sierra Vista, AZ 85635

Contents

SENIOR WARDEN ANNUAL REPORT FOR 2015	3
OUTREACH ANNUAL REPORT 2015.....	5
Operation Christmas child/shoebox ministry	5
San Carlos Apache reservation/Bylas food and blanket drive	6
St. Stephen’s Ministry to the Salvation Army	7
The order of the Daughters of the King St. Barbara chapter Annual report to the parish 2015	8
2015 ECW Ministry Report.....	9
The Brotherhood of St. Andrew Annual Report 2015	10
Altar Guild Annual Report 2015	11
Music Ministry Report for 2015	12
Pastoral Care Report 2015	13
Worship Ministry Report 2015	14
ST. STEPHEN’S CHILDREN AND YOUTH MINISTRY ANNUAL REPORT 2015.....	15
St. Stephens Sunday School	16
St. Stephens Youth Group.....	16
Facilities Committee Annual Report 2015	18
Stewardship Committee Report for 2015	20
Teller Report for 2015.....	21

SENIOR WARDEN ANNUAL REPORT FOR 2015

It is a pleasure to once again have an opportunity to work with Fr. Victor Sarrazin in this capacity.

In March, I attended the Vestry Retreat at Chapel Rock with 7 members (of a 9 member Vestry!). It was most enlightening and the workshops for Senior/Junior Wardens, Treasurers and Stewardship people were inspiring. We all returned with a lot of useful information which by now has mostly been implemented at St. Stephen's. Our organist, Billie Hayes, was offered a job at the Evangelical Lutheran Church in the spring. Easter Sunday was her last day with us. The search began for a new organist and, by Billie's recommendation, an application came across Fr Vic's desk. After an interview with Fr Vic, Fr. Donne and myself on Palm Sunday, a possible candidate was considering our offer. For the next few months, we did have interim pianists (Adrienne Hickey and Sharon Douglas) including Billie (in a pinch one week). The candidate offered to be our summer interim organist as he was also being interviewed by another church. In May and June, both Fr. Vic and I were away at different weeks for vacation. Suddenly, one Sunday in late June, early July, I received an e mail from the candidate asking if the offer was still open. I immediately replied YES. Within a week, Gregg Lamberth, Treasurer, and I had a salary offer in place, the Vestry approved it and the following Sunday, Wes Moulton was officially our new organist. We are all very pleased with the continuing increase in the size of our choir, the enhancement of music as part of our Worship experience and Wes' creative touch in directing the choir

At the invitation from the Southern Arizona Veteran's Cemetery Foundation, our Vestry approved St. Stephen's donating a memorial paver in memory of all our congregation fallen military. It is an 8" by 8" engraved paver for the Memorial Garden; paid for through our Outreach funds. Applications for individual donations to are available on the Outreach Table on the Porch.

The Stewardship pledge drive this year, chaired by Nancy Rea, included a form letter telling us how our pledges are used. It was renamed "2016 Ministry Support Plan Commitment" rather than asking for pledges, we were asked to commit to the ongoing support of all ministries at our parish as well as the building/office/staff support.

Our monthly Contemplative Holy Eucharist services continue on the 3rd Wednesday of each month at 9:30AM. The other Wednesday mornings of month we meet for Intercessory Prayer at 9:30 AM. I encourage everyone who is able to come join us at for these brief but thought provoking and moving worship opportunities.

We were blessed in the late summer with the Rev. Allison Cornell joining us both in all worship services but also at Vestry Meetings. Rev. Allison was ordained in California and is currently living here with her spouse, Robin St. Clair. She and Fr Vic and Fr Donne each took a different weekend each month to officiate/preach. She is now on temporary assignment as Interim at All Saint's, Safford, AZ. It was a pleasure to have her join us while she searches for a permanent Az. Diocese appointment.

I believe the 2015 Vestry was the most active in accomplishing goals and dreams which came out of the Vestry retreat previously mentioned. Fr Vic and I have met at least once or more a month to discuss all things pertinent to our shared responsibility to you, the parish. Of course, there are always those unscheduled conversations which sometimes also lead to a "new way of doing something" or "let's not do this or that this year"

St. Stephens Episcopal Church Annual ministry reports (2015)

Toward the end of the year, we regretfully accepted Hilda Arnold's notice that she was returning to her previous church. Understanding that it was Hilda's church home prior to her marriage to Bud, we were thankful for all she had done for St. Stephen's and wished her the good health and much happiness. Among her legacy here was her part in writing grants, assisting in the authorship of an Endowment Fund Policy /Guidelines document (which is still ongoing and she has offered to continue until completion) as well as being our church floral arranger.

The most recent of all is our newly renovated Sanctuary, which is addressed in the Facilities Report. I am excited that this major task was completed in a short time and did not cause disruption of our weekly services. With much gratitude I commend Gretchen Lamberth and her committee and the work crew for this much needed "like new" worship space!

Not to be overlooked, Tony Roselli and his band of gardener helpers has kept the gardens well-manicured and bursting with color each spring through the fall. And, did you notice? There is a "mowing angel" or 2 who keeps weeds and grass looking neat, as well as trimming the trees and brush.

I look forward to another year of working side by side with our Rector to keep St. Stephen's Church family as welcoming and spiritually led as possible.

IHS, Dottie Gutwein

OUTREACH ANNUAL REPORT 2015

Operation Christmas child/shoebox ministry

On November 16, 2015, Twenty three shoeboxes were delivered to the donation center at First Christian Church, Hwy 90, Sierra Vista. They were blessed from the altar by Rev. Allison Cornell during the 10:30AM Holy Eucharist service and again prayed over by the O.C.C. volunteers accepting them. It was reported that our boxes and others from Southern Arizona would be sent to the Philipians this year. Please take a moment to see the Samaritan's Purse report (mostly in pictures) showing thier many Outreach projects-including the shoebox deliveries, hanging in Parish Hall on Outreach bulletin board.

Submitted by

Dottie Gutwein

San Carlos Apache reservation/Bylas food and blanket drive

Due to a personal commitment of my own, I was not able to take part in the November delivery of food boxes. However, through the generosity of private donors, Christ Church Tucson and Basha's Grocery, Safford, the coordinator from All Saint's, Safford was able to provide 40 families with food boxes for Thanksgiving. In the meantime, our Parish had been gathering blankets, sleeping bags and even 51 handmade knit scarfs and hats (compliments of our own Fr. Donne) and donating toward food boxes for the December delivery. St. John's Bisbee brought us 33 blankets and a monetary gift. When all was said and done, Pat Wick and I drove up to Safford on December 18 and met with our coordinator, Mindy Weisser-Lee, and Devon Gillespie who assisted in the sorting of 104 blankets and the hat/scarfs for 34 families (273 people). We then proceeded to Basha's store to sort and fill all the food boxes by family and area in which they live. On Saturday morning, we returned to Basha's and loaded 5 vehicles with food boxes, blankets etc and drove in caravan to the Bylas Community Ctr to meet the guides. Pat and I delivered to 10 families and enjoyed the faces of happy friends who received the bounty. The food box adoption donations received from St. Stephen's and St. John' totaled \$865.00. Some of it was used to purchase Basha Food Credit Cards for other families who did not sign up to be included with the food drive. There are 3 families who had received disconnect notices on thier electric bill, and part of the monetary donations were used to cover those bills as well as food and blankets. They are families living in the poorest conditions and have been "adopted" by the annual food/blanket drive volunteers for year round assistance. All families received 2 or 3 blankets depending on size and household ages. Christ Church, Tucson donated the balance of the grocery bill from Basha's. Due to the small area allowed to sort the groceries, Basha's volunteered 6 of their young check out people to assist us in forming a "production line" which sped up the process immensely. As always, the whole experience was most rewarding and through the Grace of God I will make the trip again in 2016..

Respectfully submitted,

Dottie Gutwein

St. Stephen's Ministry to the Salvation Army

The past year has seen our commitment to Salvation Army meal program flourish as more individuals have come forward to assist. This program has existed as long as any current member of our committee can remember which shows this church's long term commitment to those in need. This past year we served 12 lunches, one each month without fail. The meals come to an average cost of \$100 per month while feeding anywhere from 65 to 100 clients. If you would like to donate to the program, consider a yearlong giving to pay for one meal. That is close to \$9 per month.

If you would like to work directly with the program, you can plan and prepare a meal or come in to assist with serving. The choice of what type of commitment is up to you. This program is a direct answer to the Lord by our congregation to feed those less fortunate than ourselves. Please join our effort as you are able.

Tony and Carol Roselli

The order of the Daughters of the King St. Barbara chapter Annual report to the parish 2015

St. Barbara Chapter changed our meeting date from the 2nd Monday of the month to the first Saturday Morning of each month. Many thanks to Fr. Donne Puckle for serving as Chaplain, celebrating communion before each meeting. He has graciously stepped down so our newest member, Rev. Allison Cornell, has been installed to serve as our Chaplain.

The blue prayer cards for prayer requests from the congregation are still a successful endeavor. St. Barbara's members each pray for those concerns daily for a month.

On Monday of Holy Week, 2015, we led an Evening Prayer service with Taize Music.

In 2013 and 2014, we wrote the Prayers of the People for Advent, Christmas and Epiphany under the guidance of Fr. Donne Puckle. In 2015, we edited and changed these prayers completing the set of Liturgical Years A, B, C.

Our newest activity is for "Peach's Pantry", a local non-profit concerned about children who receive free lunch at school but may have nothing to eat on week-ends. St. Barbara's members are donating non-perishable food items. We have asked the congregation for manufacturer's food coupons To help the Pantry volunteers in their purchase of food items. Any coupons or food items they cannot use are given to the local food pantries.

Respectfully submitted,

Marge Pult, President

2015 ECW Ministry Report

Episcopal Church Women at St. Stephen's have had a troublesome year. There are several reasons for this. Several members have died or moved. The remaining members have found it difficult to carry on as we would like. Monthly meeting and four fund raisers are not feasible. We would welcome new members.

Looking forward to 2016 we will start with a tea at Dinah McCreery's house and invite anyone to come and see if we are "your cup of tea". The tea is February 10th, a Wednesday, the time is 2pm and the location is 4844 S. Saguna Ave. Sierra Vista. Please RSVP at 520-378-1138 by January 31st.

Respectfully,

Dinah McCreery

The Brotherhood of St. Andrew Annual Report 2015

The Brotherhood of St. Andrew is alive and well. As always, we seek to grow our men's group. We have 6 active members. Our call is to study the scriptures regularly, to be involved in the prayer life of our church and to be of service to our community. We have been studying what it means to be an Episcopalian this past year. In an age when religious affiliation seems to be blurred by the current trends of being "spiritual" and "not religious" we say "no" to belief without commitment. We have every right to be proud of our particular expression of faith, its history of worship and outreach. Our monthly gathering on the first Thursday follows our principals of prayer, study and service. There is silent individual prayer to begin with, followed by communal worship. There is always a spirited discussion about how we see our faith and how we can be of service to the church in its worship life. If you seek an active involvement in faith and would like to learn more about the Brotherhood men's group please speak with any of our members, Father Vic, Father Donne, Steve Caps, Don Yadusky, Ron McCreery or myself.

Respectfully submitted by

Tony Roselli

458-2602

Altar Guild Annual Report 2015

We have few (but mighty) members who tend the Altar. Ideally, we work one week a month. Sometimes that really happens. We are: Dinah McCreery, Harriet Kolen, Gretchen Lamberth, and Maryliyn Parker. The Saturday night service member who assist Harriet Kolen are Tim and Jill Holsonback, Jeff Speer and Paula Jones. We are very grateful for their help.

Our annual budget consists of:

1. Wine--I order 3 cases at a time of St Paul from Alliance Beverage in Phoenix at a price of \$189.00 twice a year.
2. Wafers--Harriet Kolen bakes the bread for all services. We buy wafers from the nuns at Santa Rita Abbey, Sonoita for our kits that are taken to parishioners who are home bound.
3. Paraffin for the candles from Cottor are ordered every 5 years (4 gallons @ \$75.00 plus S&H

We always need more help. Although you seldom see us at work, we'd like to have you join us and learn what we do.

I make the purifications and corporals out of old altar cloths and we all join in keeping them clean. Most of the hangings and Altar frontals have ben made from old Palls or other unused hangings.

The Lamberths gave us the liquid Advent Candles this last year and we are thrilled with their ease of care.

Peggy Haines gave us a blue Chasuble because our closet of Ancient Chasubles didn't have one. We are, as always, grateful for these gifts.

Respectfully, Joan Strom

Music Ministry Report for 2015

This report includes activities of the church choir and organist/music director, supporting the enrichment of the spiritual life of the parish. On 1 Aug 2015, Mr. Wesley Moulton became the organist/music director for St. Stephens. Mr. Moulton has reorganized the music library, categorizing current inventory and identifying projected needs. The choir has moved to the back of the sanctuary, grown in size, and consistency. Members of the choir sang in the choir for the annual Community Hymn Sing and in the annual Handel's Messiah concert. The choir led the musical worship during the pageant at the early Christmas Eve service. The choirs 'goals include leading hymns and liturgical music, as well as singing offertory anthems and other special music. Anthem sponsorship is available to honor or memorialize a loved one. See Mr. Moulton for information. We invite anyone to join in the music ministry. We practice every Sunday morning at 9:30 a.m., and every other Wednesday evening at 6:00 p.m.

Pastoral Care Report 2015

We had five Memorial receptions this year. With the help of Mary Loew ,Doris Millard and other helping hands, we also had various Pot Luck luncheons throughout the year.

I continue to do Eucharistic Visiting as part of my ministry of Pastoral Care which includes a chance to visit with those who are unable to attend services.

As always, my most rewarding /first love is giving my time to the St. Andrew's Children's Clinic each month.

My hope for the coming year is to continue better communication with people who are homebound and need assistance-whether a meal,or someone to visit with or just a phone call.

I felt very honored by the St Stephen's family who attended the Pantry Party arranged by Doris Millard and my daughter Rhonda. It was an overwhelming but wonderful gesture after the devastating flood in my home this past summer.

I am very blessed to be a part of this parish family and I thank each person here.

Alverita Egbert
Pastoral Care

Worship Ministry Report 2015

Our year was busy with all the special celebrations for Easter, Pentecost, Thanksgiving, Christmas and Epiphany Services. Sadly, we also celebrated the lives of Bill Garwood, Jack Miller, Heidi Holsonback, Dee Hooker, Pat Sabin, Glenn Emmons, Johnny Langford in Memorial Services here and some at the Southern Arizona Veteran's Memorial Cemetery.

In the spirit of Halloween and All Saints 'Day celebrations, Sharon Douglas' piano students (and guest pianist Eden Kulp) presented a "All Hallows Eve" recital on October 31, 2015. A reception followed in the Education building with the theme "Dia De Los Muertos" depicting the celebratory altar, or Offreda, holding memoirs of our dearly departed friends and families. The educational opportunity on All Saints and All Souls celebrations by our Mexican neighbors was arranged by Rosemary Snapp, Joan Strom and myself. The celebration continued on Sunday at a single service followed by a pot luck luncheon in the Education building. The 11/1 Holy Eucharist also honored our loved ones with prayers and mementos displayed in front of our altar. Cathy Black of our Diocesan office presented a Spiritual Gifts workshop in November.

The first part of 2015, we had gained two acolytes: Charlotte Hickey and Jayden Roos. We now have a third acolyte, Kael Brunell, who began his training this January. After a series of requests for more Eucharistic Ministers, Peggy Brown, Maryjane Mahland and Dennis Smith will be training and beginning their Ministry with us in February. There have been some new Lectors joining us this year also: Sharon Douglas, Fred Orman and Adrienne Hickey, as well as the returned Laura Knapp. Although it sounds like we are fully covered, we always appreciate when folks offer to join this ministry in whatever way they are called. The addition of videotaped sermons has helped evangelize through our website and YouTube. For a brief time, the Rev. Allison Cornell, was able to share in the weekly celebration of Holy Eucharist with Fr. Vic and Fr Donne before being appointed by Bishop Smith as 3 month Interim Vicar at All Saints, Safford, AZ. This was a good year for this Ministry and together with Fr. Vic we hope to continue to enhance your worship experience.

Dottie Gutwein,

Worship Coordinator

ST. STEPHEN'S CHILDREN AND YOUTH MINISTRY ANNUAL REPORT 2015

St. Stephen's continues to be committed to the spiritual growth of our Children and Youth. We have assembled a cadre of dedicated teachers and volunteers providing Christian formation, presenting lessons, and providing leadership for our Children and Youth Ministries. Our Sunday School and Youth Group continues to be blessed with brilliant spiritual leaders, an exceptional and support church leadership, proud volunteers and eager children and youth to participate in our ministry programs and willing servants to our St. Stephen's and our broader community.

Worship Service. A key part of the Children and Youth Ministry is our participation in the Worship Service. The presentation of the **Passion Play** on Palm Sunday is an annual tradition for our children and youth. On **Palm Sunday** the 29th of March, our Children and Youth presented the Reader's Theater version of the Passion of Christ according to Mark. Our children and youth also served as Greeters, lead the readings, the Psalm, the Prayers of the People, the Offertory, and bringing up the Oblations. On **Easter Sunday**, our children performed the traditional flowing of the cross. Our youth hid eggs for the Easter egg hunt and filled the piñata for the festivities. Special baskets were given as prizes for the finders of the three unique eggs.

Another tradition is our celebration of Mother's Day. Our children and youth supported our worship services with a special **Mother's Day Service** on May 10th 2015. Our youth served as greeters, lectors, lead the Prayers of the People and performed a short Mother's Day skit. The skit highlighted the difficult challenges of a mother managing her children and the home. Following the skit is over, the children & youth passed out carnations and bookmarks to all ladies in the congregation. The Children and Youth Ministry also provided special Mother's Day refreshments following the service. We supported another Children and Youth Service on November 15th. Our children and youth provided, **"Another Perspective of the Gospel"** based on Mark 13:1-8.

At the **Christmas Eve** early service, the children and youth and adults presented the story of the long-awaited coming of Christ. Through the support of Dottie Gutwein, Pattie Day, the Music Ministry led by Wes Moulton and our wonderful Choir, the birth of Jesus came alive for the congregation in a moving pageant, which joined favorite hymns and familiar scripture. Special thanks to our real Baby Jesus, **Ella Bennet** and family.

Trips/Camping Experience. Through the continued generosity of the Episcopal Church Women (ECW), our children and youth were fortunate to attend Chapel Rock summer camp near Prescott. Seven children and youth received scholarships provided by the ECW for an estimated total of \$1,300. Chapel Rock was an opportunity for our young people to experience God's love in a real community, and have a blast at the same time. We all thank and appreciate ECW's continued support through partial scholarships to attend this worthy experience!!!

Welcome back from Summer Break. St. Stephen's formally welcomed back our Children and Youth on Sunday, August 30th. We kicked off the 2015-2016 School Year Children and Youth Ministries and Annual Ice Cream Social. Our Children and Youth shared their summer and camp experiences with the congregation on how they spent their summer (e.g. vacation with family,

camp, summer school). Our Theme for the 2015-2016 School Year is: ***“Sowing the Seed: Planting the Word of God in Young Harts!”***

St. Stephens Sunday School

St. Stephen’s offers Sunday School classes on Sunday Mornings at 10:30 am to 11:10 am (start of service until the Peace) in the Church Parish Hall. We welcome Children Ages 5- 10 (K– 5th Grade) and older children willing to participate. Our current list of Sunday School participants are: Timothy McKinley, Tailor McKinley-Stacy, KatherinaAnn Stacy, Joseph McKinley, Josh Stancell, Cee Cee McKinley, Tabatha Brown, Jayden Roos, Laila Singleton, and Leanna Sawyer. Our team of committed Sunday School Teachers are: Ginny Anton and Debra Ash (*1st Sunday*), Tim Ash and Mary Loew (*2nd Sunday*), Nancy Rea and Neil Hesser (*3rd Sunday*), Tim Ash and volunteer (*4th Sunday). ****We are still recruiting for a team for the 4th Sunday.***

We rely on a number of resources for our lessons to include: the Bible, Book of Common Prayer, The Hymnal and a number of other resources. From August up to Advent our lessons were focused on Books we use in Church (the Bible, the Book of Common Prayer, and the Hymnal), the Holy Sacraments. Another key component of our Sunday School Program includes an online resource, **“Lesson Plans That Work.”** This online curriculum of lesson plans is written by experienced church teachers using practical approaches to respond to the needs of volunteer teachers. You may visit this site and review the online curriculum at:

<http://episcopaldigitalnetwork.com/lessons/>.

Our Sunday School Ministry received a well-appreciated visit from received visit from Jana Sundin, The Dioceses of Arizona, Director of Children's Ministries on April 19th. Jana participated in our Sunday School Session, worship with us and met with our Sunday School Ministry Leaders. The visit was very informative and Jana was extremely impressed by the level of dedication of our leaders and teachers and formality of our Sunday School Program for such as small congregation.

St. Stephens Youth Group

We are again blessed with a Youth Group, which meets on the first and third Sunday of each month. Duncan Emrie, Cameron Emrie, Alex Bocek, and Eden Kulp made up the core of Youth Ministry. These young persons were evident in many aspects of our St. Stephen’s community to include our worship and outreach ministries. We also continued to be blessed with great support from members of our congregation and other ministries, including, but not limited to, Fr. Victor Sarrazin and Fr. Donne Puckle, the Episcopal Church Woman (ECW), Daughters of the King, and the Brotherhood of St. Andrew.

Our In-Reach Initiatives. During Lent, the youth assisted The Brotherhood of St. Andrew in serving and cleaning up at the annual **Shrove Tuesday Pancake Supper**. Also for Lent, our Youth Group “took on” Random Acts of Kindness (RAK). We decided that our RAK actions could be carried out either casually or deliberately, by individuals or by groups, and anonymously or identified. Each leader and each youth present pledged to think of two acts they could complete during Lent. The RAK actions included: notes of appreciation; picked up trash on church grounds; complimented the lectors; made flowers to present to members of the congregation; thanked Fr. Vic personally; wrote personal notes of appreciation.

Promotion Sunday. We culminated the 2014-2015 School Year with our traditional **Promotion Sunday**. On May 17th recognize Sunday School children with tokens/certificates. We recognized Sunday School teacher volunteers with token of appreciation and finally, we recognized High School graduates with gift bags and congratulated Amanda & Emilee Simpson, & Rebekkah Sarrazin for this accomplishment.

Thank You To All the Volunteers. We don't say thank you often enough. So we say "Thank You" to all who help make this important ministry happen. To all those who have provided **Meals**, those who have been **Guest Leaders** and those who have supported us in **Prayer**, we say "Thanks!!!" A special thanks to Father Vic, Father Donne, Tony Roselli, Bruce & Carol Dockter, Greg & Gretchen Lamberth, Alverita Egbert, the Music Ministry and the Brotherhood of St. Andrew (for funds for Christmas Angel Tree). You have enriched our lives greatly through your caring and generosity.

We need your help. Our Ministry is recruiting for Sunday School Teachers and Youth Leaders. Qualities: Relaxed demeanor and a demanding heart; faithful participants in the life and worship of the parish; kind, flexible and secure with a healthy dose of self-esteem and willing to complete the Agents of God training. We encourage your continued support in any capacity you feel inclined! Please do not hesitate to call either of the Leaders if you have questions: **Pat Wick**, Cell: 266-0582 or **Tim Ash**, Cell: 227-2542

So....What's Next? Looking forward to 2016, our Children and Youth Ministry is excited about the future and we are also faced with a few challenges. We continue encourage our children and youth to be integrally involved in our worship as members of the choir, and as acolytes, lectors and ushers. This year we will be also preparing several of our youth for confirmation.

Submitted by Pat Wick (Youth Group Leader), and Tim Ash (Children and Youth Leader).

Facilities Committee Annual Report 2015

At the Diocesan Retreat for Lay Leaders in March 2015, the Bishop called all congregations to look at their facilities when thinking of ways to attract new members. He reminded us that "First impressions" are lasting. The Vestry formed a Facilities Committee to review St. Stephen's facilities. The committee members are: Father Victor Sarrazin, Dottie Gutwein, Martin McKinley, Mary Lowe, and Gretchen Lamberth.

We consulted an architect, a designer, and several contractors. They agreed that the three highest priority improvements needed were:

1. Widen the Sacristy and Columbarium doors - for ADA compliance/ access
2. Reconfigure the speaker and microphone wires around the altar - for safety
3. Update electrical panel - for code compliance.

They recommended increasing the lighting and "brightening" the overall appearance of the worship area, removing the dated 1960 paneling, removing the disorganized collection from the back wall repainting and updating the flooring (it's dated and in very poor condition)..

The committee formulated and briefed the Vestry on an overall Facilities Improvement Plan. Fr. Puckle kicked off the improvement effort by donating the LED lights for the Rosettes, which has decreased our electricity bill by approximately \$40/month.

The Vestry allocated \$7000, which we received from insurance payments when the Education Bldg. flooded to begin executing the Plan.

The recently completed Phase I began on January 10, 2016:

- Widened doors to Sacristy and Columbarium
- Shifted the doors and "hung" them to swing toward the altar, freeing up room for 42 or more niches in the Columbarium (increased capacity was requested by several members of the Congregation).
- Updated electrical panel to meet code
 - installed dimmers for second set of chandeliers
 - installed new outlet boxes and switches
- Removed paneling and replaced with drywall, texture and paint
- Removed items from back wall and re-textured
- Re-routed speaker and microphone wires
- Closed off unused door to Columbarium, filled in step at altar, which frees up space in Columbarium and decreased risk of people falling into the step
- Installed new lighting in Columbarium and Sacristy
- Installed hand rails at side steps up to Altar and step down into Sacristy

- Replaced old lighting with brighter and more efficient LED lighting
- Re-painted all walls

We now are soliciting comments from the Congregation about what and how much needs to be re-hung on the back wall.

The LED lighting costs were not included in the \$7000 expense, but needed to be done. The committee is hoping that the congregation agrees and will want to help offset the expense with donations. Total cost of lighting was \$1,040.

Other improvements, currently unfunded, that would significantly improve the attractiveness and overall experience of attending St. Stephens include:

- **Replace Flooring:** The existing carpeting has wrinkles and tears that pose a tripping hazard to worshipers. The linoleum tiles are very dated, worn, and broken in several locations. Replacing existing flooring with commercial grade "carpet tiles" will result in a more inviting and easier to clean surface. The altar area carpet isn't as decomposed, and could wait to be replaced. We have estimates and samples if you are interested. Estimated cost of this improvement is about \$8,600.
- **Re-routing Entry:** Use existing red door for exit only. Route entry through enclosed porch and Parish Hall. This will give arriving worshipers a place to gather that won't disturb those engaged in pre-service meditation and prayer in the worship area. It would give us a "vestibule" and a place for the outreach donations, newsletters, notices, etc. Entering through the porch & Parish Hall will make it easier to maintain a stable temperature environment at a lower utility cost. Additionally, entering through the Parish Hall will reduce the amount of dirt and debris blown in through the current entrance. This improvement would not be expensive, and could be completed by parish members. We would need to move some items from the area, repaint (we have paint left over from painting the worship center) and "spiff up" the space. We don't have estimates on this yet.

Stewardship Committee Report for 2015

The Stewardship Committee members for 2015 are Gretchen Lamberth, Mary Loew, Steve Capps and Nancy Rea, Chairperson. Greg Lamberth, Parish Treasurer, and Fr Sarrazin, Rector are Advisory members.

The Committee a Pledge Request Sheet for the 2016 Pledge Drive. Greg & Gretchen Lamberth prepared info sheets that were inserted into each Bulletin for 3 weeks in October.

During the several weeks prior to the Pledge Request Sheet being mailed, our three clergy included topics on giving & pledging in their sermons/homilies.

The Pledge Request Sheet was mailed to parishioners in late October requesting the Pledge Sheet to be returned on November 1st. A potluck lunch was well attended that Sunday to kick off the Pledge Drive.

So far, 44 pledges have been returned with an increase of \$4,000 over 2015 pledges. The Rector and Senior Warden plan to contact parishioners who pledged last year, but have not returned the Pledge Sheet for 2016 as of the end of December 2015.

The Committee is grateful to each pledging member for the excellent response. THANK YOU!

Respectfully submitted,

Nancy Rea, Chairperson

Teller Report for 2015

We now have six tellers, Pat Wick, Marge Pult, Harriet Kolen, Kim Brietske, Mary Villarreal and Nancy Rea which means scheduling, provided by Kim, for each pair comes around every 3 weeks.

Tellers work in pairs and use a tracking form to insure contributions are accurately credited to each member, by the Parish Admin, and they prepare deposits for the bank each Sunday. A procedural outline is available in the Parish Administrator's office on the bulletin board.

We are always looking for additional Tellers, so I would like to encourage anyone who is detail oriented, accurate and can hold information in confidence to contact me at 520-227-3817 if they are interested in being a part of this Ministry.

Respectfully submitted,

Nancy Rea, Teller