



# Church of the Good Shepherd: Annual Report

2018 ANNUAL PARISH MEETING

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**Church of the Good Shepherd**  
**2018 Annual Meeting**  
**December 9, 2018**  
**Following the 10:15 AM service**

Refreshments to be served

*Almighty and ever living God, source of all wisdom and understanding, during this our Annual Meeting, be present with us, who take counsel for the renewal and mission of your Church. Teach us in all things to seek first your honor and glory. Guide us to perceive what is right, and grant us both the courage to pursue it and the grace to accomplish it; through Jesus Christ our Lord. Amen.*

*Prayer for a Church Convention or Meeting,  
Book of Common Prayer, p. 818*

Parliamentarian: John Beard

Elections Tellers: Bit Hardy, Chair; Rob Allen, Jane Hawkins, Lynda Terrell-Rea

Secretary: Kirk Royal

- I. Call to order and Opening Prayer
- II. Introduction of Parliamentarian, secretary and elections tellers
- III. Election of Vestry Members
- IV. Annual reports (most will be provided in writing, several verbal reports will be presented as we wait for the tellers to compile the votes)
  - a. Senior Warden's Report
  - b. Junior Warden's Report
  - c. Interim Rector's report
  - d. Treasurer's report
    1. Review of 2018 finances to date
  - e. Stewardship Report
  - f. 2019 budget considerations
- V. Recognition of outgoing Vestry members
- VI. Bylaws changes
- VII. Report of the elections (run-off elections as needed)
- VIII. New business
- IX. Final Prayer and Adjourn

## **Interim Rector's Report**

During these first six months as your interim rector, it has occurred to me more than once that an important task of an interim is to be a treasure hunter. That is, to seek to discover and understand what is considered sacred in a place - and what works so well, it could be considered a treasure, something of great value.

There are many treasures I have discovered at Good Shepherd. Certainly, the beautiful Parish Life Center is one of these. A facility that is smack in the middle of downtown Raleigh, with more than abundant meeting space and other resources to offer, is a gift. Certainly, the people of Good Shepherd are another one of these treasures - with your long history of caring for each other and providing a space where people can find friendship, support and an extended family to sweeten life with both its joys and sorrows. An amazing pearl of great value is the music program and the incredible talents of all kinds of musicians, drama and performance experts, carpenters, handy-people and others who support the liturgy here. And the desire, the longing of this congregation to be truly hospitable, to be truly inclusive, no exceptions, is a gift that is at the bedrock of everything we do here.

But as I write these words, I have not been able to rid my mind of the words of a hymn we used to sing a lot in the 80's and 90's - "we have a treasure, not made of gold, in earthen vessels, wealth untold." The abundant treasure of Good Shepherd is real, but it remains somewhat hidden - like the Dead Sea Scrolls, languishing in earthen vessels, just waiting to be discovered and shared. Those who are members know the richness of this place, but we have not shared the wealth. This is not because of any malicious or antisocial attitudes. The people of Good Shepherd are always nice, kind, courteous and truly friendly. But as in many churches, we are so content being with each other, that we are not being intentional about inviting others in. We long to be welcoming; a word we use often to describe ourselves. But we do not put intention behind those words - settling, instead, for being friendly, rather than truly welcoming.

The Membership Committee has been diligent this past fall, reinstating the newcomers' classes and welcome luncheon. They have also been studying a method of bringing in new members called "Invite, Welcome and Connect." During the coming months, that Committee will be an important leader in helping us all learn and practice new ways of opening up our congregation.

The reality of our situation is that growth in numbers and in participation is essential for the future of the Church of the Good Shepherd. In the past few months, we have outlined the challenges of our budget - the tool that helps us maintain both the Parish Life Center and the worship space, and all that those places can offer. Our people are generous, and so many of you have risen to the challenge of pledging, giving more each year, and paying those pledges faithfully. But we are attempting to maintain a facility and programs for a parish that we believe is actually larger than it is. We have quoted the number of 1400 members for many years. The actual number of members is much closer to 800-900. Our Average Sunday attendance, at one time, over 400 - is now less than 200. We know that people are more involved, more willing to give and to provide leadership when they are engaged in regular worship. This decline in numbers reflects what a lot of churches are going through - and has put serious strain on the current members to maintain a level of giving and serving that is needed to support this parish. So for the foreseeable future, our focus must be on growing the congregation - which is a job for everyone, not just the rector, the vestry and the membership committee. Kudos to those of you who have invited neighbors, family and friends to be a part of this place - like Jesus, walking the highways and byways calling out, "come and see!"

We have such great potential. The amazing facility we occupy is rich with opportunities for new partnerships and collaborations that will bring revenue into the parish, while also connecting us to the community in new ways. One of the other treasures I have learned about at Good Shepherd is its long

commitment to the welfare of the City - something that has not been as evident in recent years. There are several proposals on the table from well-established and emerging groups in the City who are interested in renting areas of the building and discovering ways to do more than just share space. The vestry will soon be working through these proposals and sharing these possibilities with the larger congregation.

Likewise, we have a growing number of younger families and youth. Great work has been done to establish a strong Sunday school program and a successful EYC. I have yet to see such committed parents and other adults who care so much about this ministry. Good progress has been made in the past year or so, with the calling of a priest to oversee Family Ministries. But there are no funds available in the proposed budget for a youth minister - someone who is committed to the day to day development of relationships with young people and their families. I and your senior warden will be developing a proposal to discuss with the vestry, to call a full-time youth minister, who will be a pastor, but not necessarily an ordained person - and will be seeking three years of funding from individual member donors to support this ministry. The thinking is that if we do our work well, the number of members will increase and the parish will be able to support this ministry in the future through regular stewardship efforts and an engaged and well-supported lay leadership structure.

In addition, a new venture, the Mary Beth Fee Center for Pastoral Care, is being nurtured within the parish. The vision of this program is broad, but in essence, is an organized way to do what Good Shepherd does best - support its members during times of crisis, challenge and illness. You will be hearing more about this program, and ways we wish to fan the flame of love and care which is at the core of this place - and assist with spiritual direction, training and education to handle difficult and complex situations that arise within the congregation - and perhaps, as time goes on, beyond our doors as well.

In the meantime, we are using this interim time to get ready - to study our staff and infrastructure, to make sure we are using best practices, organizing our paid and volunteer resources to our best advantage, taking care to be good stewards of the building and our budget; experimenting with some new liturgies and enhancing the worship experiences we already provide. The financial challenges that we face will continue into 2019 as the vestry begins to live into its commitment to strive for a balanced budget. Leadership development and the broadening of the number and kinds of leaders will be essential as we prepare for the coming of a new rector. There may be times when things feel very difficult and overwhelming. But I will remind you of your own history. Of a place that since 1874 has seen trouble, hardship and scarcity, but has walked the way of love, always keeping the mission of serving God in mind. It has been my pleasure to be part of your journey in this interim, transition time. My life and ministry has been blessed by my time here and I look forward to the next six months as we work together toward the bright future God has in store for us.

Respectfully submitted,  
The Rev. Canon Patricia M. Grace, Interim Rector

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## **Senior Warden Report**

This year has been a year of many changes. It is a time that will bring new leadership and a fresh start for The Church of the Good Shepherd. Please stay involved with the search process as we need your help so that the person that is called to be our new rector will be the best one to help our parish thrive.

This time is not the time to criticize what has or has not occurred in the past we are moving forward, and we need to look to the future. Let us all work together during this transition.

I am very excited to see so many members running for the vestry in 2019. I want to thank the outgoing members of the vestry Margaret Nobles, Kitty Pruitt, Karen Sommerville and Jeff Whittaker for all of their hard work during their tenure on the vestry.

I look forward to one more year on the vestry. It has been an exciting year for me as your Senior Warden. I have enjoyed working closely with the clergy and the entire staff. Although I am sure, there have been times when I have not met your approval on specific issues; please know that I have always had and will continue to have the entire congregation as my priority.

Peace and Blessings,  
Don Blankenship, Senior Warden

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## **Junior Warden Report**

### Major Property Maintenance & Repairs

Jan./Feb. – (Cost covered by insurance) Carpet replacement and floor trim replacement and painting in first floor of PLC near elevators and bathrooms due to sewer backup and water damage (Contractor – CareMaster)

April - \$1,803.38 for fire pump testing and pressure transducer replacement (Contractor - Pye Barker)

July - \$35,000.00 for fire pump replacement in riser room (Contractor – Pye Barker)

Sept. - \$3,088.00 for HVAC and smoke alarm repairs and replacements (Contractor – Newcomb & Co.)

Respectfully submitted,  
Sheldon Smith, Junior Warden

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## **Associate Rector's Report**

### **Adult Christian Formation**

During the past year in Adult Christian Formation, in addition to the Bible Class's ongoing study of Genesis, we have held parish wide events to introduce the Interim Ministry of the Rev. Canon Patricia Grace, and to support the congregation through the period of transition leading to the call of a new Rector.

The year was also punctuated by a pilgrimage to the "Mother Church" of the Anglican Communion, Christ Church Cathedral in Canterbury in the United Kingdom, from August 21<sup>st</sup> to the 28<sup>th</sup>. Canterbury pilgrims included Ed, Chaz and Hunter Sharp, Lynn Wiss, Molly Propst, Jan Harris, Dave Roten, Joe Aldridge, Sarah Lofton, Sean McFadden, The Rev. Dr. Cheryl McFadden and myself. We had the opportunity to worship with the Archbishop of Canterbury on several occasions while there, and to speak briefly with him. The pilgrimage also included side trips to visit Coventry Cathedral, Norwich Cathedral, London and Dover. The witness given to the ministry of reconciliation at Coventry Cathedral was especially moving. Those who participated came away with a deeper experience and understanding of Anglican history and identity. A special thanks to seasoned world traveler Jan Harris for coordinating the many logistical details for this pilgrimage!

Earlier in the year we focused on developing a parish wide ministry of Pastoral Care, using resources such as Henri Nouwen's *A Spirituality Of Caregiving* and bringing in guest speakers to help equip the whole congregation to work together with clergy to have as full as possible ministry of care to our congregation, especially those who are experiencing crises of health and other matters in their lives. As part of this we have expanded our ministry of Eucharistic Visitors. Many thanks to Lynn Wiss for compiling this data.

### **Eucharistic Visitors Report-2018**

The Church of the Good Shepherd sends Eucharistic Visitors who "take the Consecrated Elements in a timely manner following a Celebration of Holy Eucharist to members of the congregation who, by reason of illness or infirmity, were unable to be present at the Celebration."

#### Eucharistic Visitations 2018

January- 5 visitations-21 communicants

February- 6 visitations-23 communicants

March-6 visitations-23 communicants

April-6 visitations-23 communicants

May- 6 visitations- 23 communicants

June- 7 visitations- 25 communicants

July- 8 visitations- 28 communicants

August- 8 visitations- 30 communicants

September- 10 visitations- 36 communicants

October- 10 visitations- 30 communicants

November- 8 visitations- 23 communicants

December- projected- 10 visitations- 30 communicants

90 visits; 284 communicants

There are 16 licensed Eucharistic Visitors at Good Shepherd with six of those who are licensed also to be chalicists. In addition, we have five licensed chalicists.

Respectfully submitted,

The Rev. William D. Bennett

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### **Acolyte and Verger Ministries Report**

For 2018, the Acolyte Ministries had 3 training sessions. Two were held on Sunday, August 19<sup>th</sup> and August 26<sup>th</sup> at 9:00 AM in the church sanctuary. One additional training session was held on Sunday September 16<sup>th</sup> at 9:00 AM in the church sanctuary. Rising 6<sup>th</sup> graders were required to attend two training sessions and returning acolytes were required to attend at least one training sessions. Acolyte Handbooks (CGS criteria) were supplied to 11 new acolytes for 2018 (8 in 6<sup>th</sup> grade, 1 in seventh grade, 1 in ninth grade and 1 adult). For the 2018 church year, there are a total of 8 in 6<sup>th</sup>, 5 in 7<sup>th</sup>, 2 in 8<sup>th</sup>, 5 in 9<sup>th</sup>, 5 in 10<sup>th</sup>, 4 in 11<sup>th</sup>, 1 in 12<sup>th</sup> and 1 Adult for a total of 30 acolytes (with 1 inactive).

The Acolyte Ministry introduced new procedures for the Large Crucifers in three important ways. 1.) Bringing an extra chalice(s) to the Altar during the Fraction Anthem, 2.) lifting the large alms basin above their head at the Doxology to represent the importance of bringing gifts to God, and 3.) Holding the Celebrants Prayer Book during Baptismal Sundays. The Good Shepherd Banner was highlighted on the Washington National Cathedral website to publicize the 2018 National Acolyte Festival (based on Good Shepherd attendance at the 2017 Festival).

The Verger Ministry this year was highlighted by 2 Vergers (1 Adult Caryl Fuller and 1 Youth Even Meade) attending the Diocesan Convention on Friday morning November 16<sup>th</sup> for the Commissioning of the Verger's. New procedures were outlined for assisting lectors to and from the lectern, families with lighting of the Advent Wreath, assistance with Baptisms and lighting of Baptismal Candles and assistance with the Aumbry and Deacon responsibility of lifting the alms at the Doxology. The Verger Ministry currently has 4 adult Vergers and 1 youth Verger. All are members of the National Verger's Guild.

Respectfully submitted,  
David A. Stroud, Acolyte Master

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## Altar Guild Report

The Church of the Good Shepherd is blessed by its strong Altar Guild ministry. In 2018 it added three new members and now has 38 "sacristy evangelists" who work tirelessly behind the scenes each week to ensure everything is prepared for worship. With a parish as busy as ours, that is no small undertaking!

In addition to regular Sunday morning services, teams set-up and clean-up for every midweek Eucharist, baptism, wedding, funeral, ordination or other worship gathering held at Good Shepherd. They prepare traveling kits for our clergy who celebrate monthly Eucharist at the Springmoor and Whitaker Glen retirement communities as well as for the lay ministers to take on visitations to those unable to come to church. This year, in true Altar Guild spirit, team members pitched in to add a seasonal Sunday evening Celtic Eucharist into their routine.



The ministry of Altar Guild is not just for the "little old ladies" of the church anymore! Our diverse membership is made up of men and women, single and married-with children, students, working professionals and retirees, from teens to nonagenarians. And for those entrusted with the special care of Holy things; each washing of a chalice, ironing of linens, setting of The Table, changing the colored hangings of one season for the next, is a reverent act of

prayer.

Our Altar Guild is divided into four teams assigned to cover one week each month. We are always excited to welcome new members and flexible enough to accommodate even the busiest of outside schedules. Please contact me or any member of the Guild if you are interested in joining or just would like to know more. The time commitment is small but the rewards of this ministry are great.

Many thanks to the Team Co-Chairs and all Team Members; your caring devotion is truly appreciated and it is a blessing to serve with you. Thanks also to Leon Crosby and Robert Jones who are there with a helping hand or some extra muscle whenever needed.

Respectfully submitted,  
Caryl G. Fuller, Chair

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### **Archives and History Report**

The Archives and History Committee has continued its task of organizing, cataloguing, and making easily available the volumes of material accumulated by the parish since its founding. To do so, it has met monthly throughout the past year in order to move toward its ever changing target.

At the head of the list of accomplishments of 2018 has been the linking of all digitized documents to the church website. That means having instant availability to: vestry minutes, all published histories, church registers, picture directories and other historical data... at the stroke of a key or tap of a tablet! That world of information is accessible for staff, clergy, vestry and other interested parishioners using just the same password as for our current directory.

During the year, we also sought to share some of the wealth of our history through a presentation at the Sunday School hour on the legendary tenure of Richard H Battle, our first Senior Warden. His accomplishments and devotion to our parish were highlighted in the display dedicated to our history in the Duncan-Giersch Parish Life Center. That display was followed by the history of the contributions made to the city by the St John's Guild founded and directed by our first Rector, Edward Rich.

The Church of the Good Shepherd has an interesting and impressive history, through which we may learn, be inspired by, and polish in the generations to come.

Respectfully submitted,  
H. Duke Fentress, Chair

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### **Banner Project Report**

Several years ago a group of folks that loved the Epiphany service and felt that it was not sufficiently recognized joined together to have a banner made. They felt it would be an educational way to promote one of the most important feast days of the church. Needless to say, our wise men and the camels were welcomed by many and the banner project was born.

Since then we have had banners made for Easter, Pentecost, Advent and St. Nicholas, all of which have been given as a memorial or thanksgiving for service.

The banners have been donated by a variety of individuals in the parish. The Epiphany Banner was given in memory of Stephen Zamparelli; the Easter banner, in memory of Mary Beth Fee; the Advent banner, in memory of Jim Propst; the St. Nicholas banner was given in honor of the retiring rector, The Rev. Robert Sawyer, in 2018.

Each banner is included in the procession in the services of the appropriate season. It is hoped that the banners will be an addition to our service as we recognize the changing seasons of our church year.

May Sherrod  
Coordinator, Banner Project

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### **Baptisms, Confirmations and Weddings Report**

	Weddings	Baptisms	Confirmations/Receptions
2015	5	14	14
2016	8	9	16
2017	5	11	14
2018	3	10	6

Although we are maintaining our average numbers of Baptisms, our Confirmation Class was small in 2018 due to the fact we had no young adults of the appropriate age. 2019 should be better.

We also have had a decline of weddings, as have most of the churches I have contacted. The trend now is for “Destination Weddings”, “Theme Weddings”, and “Venue Weddings.” From what I have read and experienced, couples see their wedding as an event rather than a sacrament of the church. Being married in the church in which you were brought up, is not important to today’s couples, and I do not see a big turn-around in the near future.

Bev McTaggart, Membership and Wedding Coordinator

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### **Bible Studies and The Society of St. John the Baptist Report**

**Tuesday Bible Studies** meet at 10:30 am and 6:30 pm. Both groups are opened to both Women and Men. Each year we choose a significant book of the Bible to study. This year we are studying the Gospel of Luke which will be followed by the Acts of the Apostles. These groups are marked by lively discussion and the sharing of both personal and scholarly insight.

**The Society of St. John the Baptist** meets Wednesdays at 4pm. This group is opened to all those who are following a 12 Step program of recovery. Our aim is to deepen our commitment to prayer and meditation by reading specifically Christian literature and study material. Our sharing is deep, opened, personal and confidential.

Respectfully submitted,  
The Rev. Nancy Allison

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### **Columbarium Committee Report**

Space for The Church of the Good Shepherd Memorial Columbarium was set aside by the Vestry and consecrated for use in 2000. It is managed by the Columbarium Committee led by a 5- member Board of Trustees.

All Good Shepherd members as well as past and present clergy and their spouses are eligible to reserve niches in the Memorial Columbarium. The contract fee covers placement, a burial container, inscription of the memorial marker/plaque and perpetual care of the columbarium.

In 2018 the Committee collected and reviewed the necessary information and submitted a recommendation to the Vestry requesting approval to proceed with construction of another group of niches. The new section will be located on the west baptistery wall, wrapping around the stained glass window and will contain a total of 66 burial niches. The project's cost will be covered by the Endowment Trust from a fund set aside specifically for this purpose. Construction is anticipated to begin in the first half of 2019 and will be performed by the same company who completed our original columbarium section.

The following statistics are reported as of November 30, 2018:

Total niches – 80

- Niches occupied - 49
- Niches pre-determined - 2
- Niches reserved/sold - 27
- Remaining niches available: 2

Respectfully submitted,  
Caryl G. Fuller, Chair

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Dear Friends,

Keeping with the “change” theme that played a central role in Good Shepherd’s 2018, our parish communications saw their own share of changes, many of which have been quite evident to parishioners and newcomers alike. General consensus has held these changes to be significant improvements, with most of the updates having been very well received.

The first major change we implemented in 2018 was to migrate our parish website to a more versatile and user-friendly platform, allowing us to expand our use of colorful graphics, videos and various other hot multimedia trends. The previous platform was unwieldy and cumbersome with regard to publishing updates and was quite rigid in its layout restrictions. The new platform allows us much greater creative freedom for designing and delivering a website that can translate our parish’s voice into a clear and recognizable visual aesthetic, and we continue to receive comments saying the new look is much more inviting and informative.

In addition to the change in web hosting platforms, we began offering online contribution capability via the parish website. This new feature allows parishioners (and anyone else, for that matter) to make contributions to the general offering in addition to more targeted ministry fundraising efforts such as those undertaken by our Music and Youth Ministries. The tool also covers other areas such as Capital Campaigns and Memorials. Since electronic contribution capabilities went live in June, we have received more than \$19,000 in online contributions!

In July, Julie Allen, our Program Support Specialist who was responsible for various parish publications, resigned after several years in the role. We wish Julie and Rob all the best as they prepare for a move to Tennessee, and we thank Julie for her years of service at CGS.



The Church of the

# Good Shepherd

A Parish in the Episcopal Diocese of North Carolina

[www.cgs-raleigh.org](http://www.cgs-raleigh.org)

121 Hillsborough St. Raleigh, NC 27603

919-831-2000

Upon Julie's departure, Kirk Royal joined the CGS staff in the newly-created role of Communications Director. Kirk, an alumnus of UNC's School of Journalism and Mass Communication, brings extensive experience in hospitality sales & marketing, corporate communications and corporate learning & development. Along with that, Kirk is a very active Episcopalian himself (St. Philip's, Durham) and speaks "church" fluently while also possessing the skill set necessary to translate that language, making it accessible and engaging for the influx of new neighbors surrounding us in our geographic parish. In the short time he's been at Good Shepherd, Kirk has swiftly raised up our communications to a level we have not seen until now. In addition, he is a member of Episcopal Communicators and fully engages with fellow members across the U.S. and Canada exchanging ideas and best practices, some of which he has worked seamlessly into our communication tactics. Kirk and Ed Sharp, Vestry liaison for communications, have been collaborating on developing some fundamental style and content standards. Those with a sharp eye might have noticed that there are common threads running through all our parish communications now, whether they be font selections, standardized contact information or easily recognizable layouts and design. Our existing communications now have a sharp and polished look, and Kirk continues to engage in design work aimed at creating a cohesive, accessible, visually appealing and intuitive parish web presence.

Working from this foundation, we have some goals we've set for ourselves in 2019. Here's a list of what some of those are:

- Convene a Parish Communications Committee made up of parishioners with vocational gifts in areas of communications as well as consumers of media
- Develop an online style manual and toolkit for CGS internal and external communications containing everything necessary for ensuring various ministry leaders can create timely and informative communication materials while maintaining a familiar and cohesive parish-wide look and voice
- Facilitate communications workshops to formally roll out the above mentioned style and content standards and the tools to implement them
- Actively engage with the downtown neighborhood and work to establish an outward-facing voice and presence that genuinely reflects and leans into the "God loves you, no exceptions" slogan we so warmly embrace (This aligns also with the diocesan and wider Episcopal Church's call to follow the Way of Love and live intentionally into Beloved Community.)

Switching gears a bit here: You may have noticed some minor shifts in 2018 aimed at better regulating our publishing costs, such as eliminating color from our weekly printed publications except for observances of feasts. We plan to continue and expand these efforts in 2019. One of the first ways to do this will be to assign printing codes to various ministries so that publication costs can be tracked and assigned in a fair and equitable manner while also allowing us to receive some data detailing where some of our greatest tangible communications needs exist or may be headed. Ultimately, though, the absolute most surefire way to reduce publishing costs will be to migrate much of our current printed content to digital formats and perhaps offer guidance and even training sessions to those among us who might feel intimidated by a primarily digital-based communications strategy. Any steps taken in this direction will be incremental over more than just a single year and would always include plenty of advance notice prior to launches or migrations.

We accomplished a lot in 2018, but, as you can see, we still have much work ahead of us to usher our communications processes and strategies fully into a 21<sup>st</sup> century model. Fortunately, we have dedicated staff and parishioners who are committed to making it happen over time. We look forward

to meeting back here one year from now to see how far we've come and to continue forging ahead with our mission to make it known that Good Shepherd is here and that you are ALWAYS welcome here. No exceptions.

Respectfully Submitted,  
Ed Sharp, Vestry Liaison for Communications  
Kirk Royal, Director of Communications

## **Daughters of the King**

The Order of the Daughters of the King, founded in New York in 1985, is a religious order for lay or ordained women. Members have a Rule of Life which includes daily prayer, service and evangelism. We seek, under the direction of the Rector, to strengthen the spiritual life of our parish.

The Bethesda Chapter of DOK was established at Church of the Good Shepherd during a time when several members were experiencing medical crises. Intercessory prayer has been the focus of our chapter. We pray daily for our parish, clergy and leaders. A confidential prayer list is maintained.

We extend an invitation to all women in the parish who may feel God nudging them to a ministry of prayer and service. Discernment classes are planned to begin in early 2019. For more info contact any Daughter or Karen Sommerville at [ksommerville03@gmail.com](mailto:ksommerville03@gmail.com).

Respectfully submitted,  
Karen Sommerville

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## **Endowment Fund Trust Report**

The Church of the Good Shepherd Endowment Fund Trust was created by the Vestry in 1993. The Trust was established to provide a framework for a variety of bequests that had been left to the church and to provide a vehicle for parishioners to make special gifts and bequests to the church in the future. The Trust is overseen by a five member board that meets quarterly to review investments performance; manage investment policy; and make disbursements requested by the Vestry. Each board member serves a five year term, with a new board member appointed each year by the Vestry.

In 1996, the Trust was amended to organize the various funds in the Trust into three categories; Capital Improvement, Outreach and Operations. Since the bulk of the funds in the Trust are restricted by the direction of wills or donors, only a portion of fund earnings are available for unrestricted operations of the church. Endowments funds are pooled for investment purposes, but the principal and income are tracked for each fund held within the Trust. The board monitors unrestricted funds monthly, balancing investments with projected cash needs for the church; keeping in mind that the purpose of these funds are for the long term benefit of the church and its programs.

Through September 30, which is the last time that the Trustees have published reports (done quarterly), it has been an overall good year for the Trust concerning investment performance. The market value of the Trust on 12/31/2017 was \$1,908,278. As of 9/30/2018, the market value was \$1,918,313. For the previous 12 months, accounting for withdrawals and deposits, the rate of return was approximately 7.21%. The overall fund balances are currently invested 60% in equities and 40% in fixed income assets. Expected annual income for the next calendar year is \$49,895. Disbursements from the Trust so far have totaled \$55,000 for church operations, \$4,959 for other church expenses,

and \$5,000 to Habitat for Humanity. Deposits to the Trust totaled \$7,822 from the church (all columbarium receipts) and a \$1,000 contribution to the Bob and Linda Sawyer Fund by a parishioner. A total of \$11,653 was incurred for accounting administration, investment management and supporting activities. The realized unrestricted funds balance as of 9/30/2018 was \$309,195 while the unrealized or market value balance was approximately \$410,000. Please note that due to expected withdrawals by the Vestry to support church operations as well as a substantial drop in the overall equity markets since these numbers were published, it is likely that overall fund balances will have declined when the Trustees file their final 2018 report after their January meeting.

Parishioners who wish to make special gifts and bequests to the Church are encouraged to contact any of the Trustees for information on how the Trust may be used to carry out their wishes and desires.

Respectfully submitted,

Jamey Bass-Chair, Rob Robinson, Will Cherry, Frank Fee, Randy Coupland

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## **Office of Family Ministry 2018 Annual Report**

### **Human Resources**

In May 2018, we welcomed Robin Brown as the Youth Minister for Children and Youth. Robin was with us for six months during which she provided fun and fellowship. In November, we welcomed Elizabeth Phillips, an intern from Duke Divinity School and assigned to special projects, will be with us until May 2019.

### **Sunday School**

Rally Day welcomed 72 registered children and youth (an increase from 2017) to the Sunday school program taught by 17 wonderful teachers. The theme for this year's program is "Back to the Basics." The lower school teachers are implementing Weaving God's Promises and the middle and high school teachers are piloting the Life Teen curriculum. We welcome new teachers this year: Jenny Gardiner, Carolyn Wilson and Tina Parker

### **Children's Chapel, Godly Play, and the Liturgical Arts Program**

Sarah Barrett implements the Godly Play curriculum to share Bible stories using parables, sacred stories, and liturgical lessons. Children explore their faith through story, wonder and play. Jessica Bowen teaches the children hymns to accompany these stories. A Liturgical Arts Program, directed by Ian Finley and Jessica Bowen for children in grades 2-6, debuted with a performance on gratitude the "In-Gathering Sunday" lunch.

### **Nursery**

Nancy East, coordinator, and Allison Baer and Jessica Duncan continue to provide excellent care for children from birth through 4.

### **Splash and EpiscoPals**

Splash gatherings provide fun and fellowship for families with children ages 4 and younger. We have hosted several of these gathering this year and they have been well attended. A special thanks to Cary Edgar who coordinates these gathering and is the chair of the Nursey Guild.

EpiscoPALS fosters friendships and fellowship among children in third through fifth grade and their families. EpiscoPALS have gathered several times this year and welcome new families the gatherings. Many thanks to Meredith Swindell for her leadership of this program.

### **Grapes and Grains**

Anna Howard and Maggie Fyfe led the children as they explored the Sacraments of Baptism and Holy Eucharist. The culmination activity was a parish-wide instructed Eucharist. We are grateful to Anna's development of this program and Maggie's continued leadership.

### **Vacation Bible School**

Ian Finley, Liturgical Drama Coordinator and many volunteers offered a Vacation Bible School program to children and youth in June. Forty-eight children and youth participated in the program and learned about the prophet Daniel and Babylon.

### **EYC and Youth Mission Trip**

We have a very successful EYC program thanks to the youth and their families. The number of youth participating in the program has increased to 29 youth attending regular meetings and social/outreach events. The youth provided the meal for the annual Shrove Tuesday Pancake Supper and several Lunch and Learn sessions, and completed numerous service and fundraising projects such as the Beyond Our Doors, Winter Warmth Drive and food and beverage sale at the Christmas Parade. Fourteen youth and eight chaperones participated in a mission trip in June to Lumberton, NC to rebuild homes destroyed by Hurricane Matthew in 2016. The youth and chaperones worked in three homes removing and replacing a roof, subfloor, and installing cabinets into three homes. A special thanks to Don Blankenship, Jeff Whittaker, Chas Sharp, Robin Brown, Mike Carpenter, and Scott Culley for their leadership of the youth.

### **Lenten Program**

During the Lenten season, the children raised over \$200 for Heifer International, a charity program to end hunger and poverty around the world.

### **Advent Festival**

The Office of Family Ministry hosted a parish-wide Advent Festival on the first Sunday of Advent. A special thanks to Elizabeth Phillips for coordinating the event.

### **2018 Christmas Pageant**

The call for the cast of the Christmas Pageant has been issued and rehearsals have been scheduled. Ian Finley and many volunteers are leading the efforts for this year's pageant on December 16<sup>th</sup> at 4 pm. Many thanks in advance to all the participants and volunteers!

### **Safe Church Training**

The Office of Family Ministry sponsored Safe Church training II for the Diocese in November. Liz Stroff, Christ Church, led the class in safe practices for individuals working with parishioners of all ages. We follow all Safe Church practices at The Church of the Good Shepherd.

### **Grants**

The Church of the Good Shepherd petitioned the City of Raleigh to participate in the Stormwater Quality Cost Share Program. If funded, the City of Raleigh will fund 90% of the \$41,000 cost.

The Church of the Good Shepherd has applied for a Green Grant from the North Carolina Episcopal Church Foundation for \$5000 to offset the remaining cost of the Stormwater Quality Cost Share project.

Faithfully Yours,  
Cheryl McFadden and Margaret Nobles

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## **Fellowship Committee Annual Report**

I wanted to convey in this report how all of the members of the committee did such an incredible job this year planning, scheduling, and working the five events of this year. I started to list the committee members and quickly realized that I should include all of the added members that were called upon for a specific event and were so willing, and so cheerfully gave of their time and talent. After a half page on names, I also realized it was better to thank everyone in this Good Shepherd Family for your participation and generous support. Thank all of you for making this a wonderful and successful year. Some of the highlights: We learned from past experience that it was better to ask for a suggested donation rather than sell tickets. We covered all of our cost for the four events so far this year. I also need to mention that the Soup Kitchen and several individuals have generously donated to the cost of the food and supplies for these events.

- Feb. 25      Chili Cook-Off: More than 15 chili offerings were entered in competition. The children authenticated the judge's findings. First place—The Swindell Family.
- May 5        Mike Beard Pig Picking: We returned to cooking our own, whole pig. Other food and beverages were prepared by our CGS Master Chefs. Over 118 Adults attended.
- Sep. 9        Rally Day: It was a carnival type celebration to kick off the church new year, complete with Hot Dogs, Famous Amos Cookies, Howling Cow Ice Cream, Cotton Candy, a Bouncy House, Balloons and more.
- Nov.10      Jim Propst: Oyster Roast and Shrimp Peel. This was one of the most successful oyster roasts we have had in years. The planning, procurement of food items, preparation, and serving were spot on. We estimated over 118 adults attended and lingered after the meal to enjoy the fellowship.
- Dec. 16      All Parish Christmas Covered Dish Dinner: This event was added to the committee's responsibility this year. Plans have been made, and the event is coming soon. We hope everyone will attend and have a wonderful time after the Christmas Pageant.

Respectfully submitted,  
Van Giersch, Chair

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## **Lectors**

The lector volunteer group –provided readers for all the 10:15 Am services during the past year. At the 8:00 AM service, the readings are done by the Eucharistic Minister assigned. We have added some of our youth to the group this year and they have proven to be excellent readers. We look forward to more of our young people volunteering for this ministry as they do a very good job. We encourage anyone who might be interested to come forward and join us in this ministry. It is a rewarding experience to participate in this small but important ministry to the Church.

Respectfully submitted,  
Richard Netherby

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## **Mary Beth Fee Center for Pastoral Care**

Because of the energies and commitment of many members of the parish pastoral care has been continuing in a loving and giving manner. Meals have been prepared for various families on an ongoing basis or in time of need by various volunteers in the congregation. Shirley Sullivan has

started a pet ministry with her service dogs to meet with various parishioners either in their homes or medical facilities. Cards and phone calls continue to be made to let parishioners, so those who are homebound know they are being thought of and kept in prayer as well as notes, cards, etc. are being sent to the sick and bereaved. A bereavement coordinator has been in contact with family members after they have lost a loved one and a Stephen's Ministry set of books have been sent to family members during the year after the loss of that loved one. The Men's Shepherding Group has been formed to support the men of the parish. There are also parishioners visiting the homebound to let them know they are still a vital part of our parish even if they no longer can participate. Shepherd's Luncheon headed by Lynda Terrell-Rea, formerly chaired by Karen Sommerville, continues each month under the direction of the Center.

We would love for you to help with this ministry of pastoral care. We do need cooks to help with a few meal trains which are ongoing or to have your name on hand for when there is a need in the future. Also, there are parishioners who need a visit from time to time, so if you feel this would be a place for you to connect, please contact Lynn Wiss at [lynn.wiss@cgs-raleigh.org](mailto:lynn.wiss@cgs-raleigh.org).

Respectfully submitted,  
Lynn Wiss, Coordinator

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## **Library Guild**

Good Shepherd is fortunate to have an outstanding library containing 3019 items classified by the Dewey Decimal System and cataloged in a user-friendly computer program. The library contains many classics and is kept up to date with suitable current publications for all ages. At present 40 items are checked out.

The collection includes:

1721 adult non-fiction books, 1439 of which are related to the Bible

43 different editions of the Bible

510 easy books for children

109 books relating specifically to the Episcopal Church and Anglican Communion

Special sections for reference, commentaries, biography, fiction, books for teens, CDs

and DVDs, and periodicals (with subscriptions to Sojourners and The Christian Century).

The library, staffed by volunteers, is open at all times when the Parish Life Center is open and is available to the entire community. This includes persons from area colleges and other churches who have also found the excellent resources helpful for Bible study, spiritual growth, and wholesome recreational reading.

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## **Membership Committee**

Clergy Support: Bill Bennett, Pat Grace

Staff Support: Bev McTaggart

Vestry Support: Karen Sommerville

Brain Storming Team: Debbie and Don Blankenship, Duke Fentress, Debbie Flynn, Martha Hays,

Vive Kershaw, Girard McNeil, Jeff Whitaker

This year we used Mary Foster Parmer's book "Invite, Welcome, Connect" as a springboard to brainstorming ways of welcoming and incorporating newcomers into our parish family. The team met 5 times to discuss each of the three areas developing lists of specific tasks to accomplish the goals.

This is a plan of membership development that can be implemented over several years and involves all parishioners living into their Baptismal vows.

I would like to thank two people who have been working behind the scene for many years to welcome new folks to our parish: Bev McTaggart and Betty Dietz. Bev is the first contact for many visitors. She faithfully sends out info to all inquirers and connects them to leaders in their interest areas. Betty sends out a hand written note warmly welcoming everyone who joins our parish. This is a ministry she has done for decades!

Respectfully submitted,  
Karen Sommerville

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## **Music Ministry Report 2018**

**Our parish is truly blessed with beautiful and inspiring music every Sunday and on special occasions by our numerous choirs and ensembles:** The Chancel Choir, the CGS Ensemble, the Hand Bell Choir, the Youth Choir, our youngest voices from Children's Chapel, and our Flute Ensemble directed by parishioner, Mary Norris. We are also excited about our newest addition to our ministry; the Liturgical Arts and Drama program for grades 2-5 which involves singing and dramatics. In addition to our choirs, we enjoy the talents of many of the finest instrumentalists in Raleigh, many from the North Carolina Symphony. Indeed, our worship services are filled with glorious music.

**Our gifted and talented volunteer musicians are vital to the success of our Music Ministry.** In addition to our volunteer musicians, we also have a number of volunteers who help in other ways. Special thanks to Nan Robinson and Dar Jennings, our volunteer music librarians who keep a zillion sheets of music catalogued and in order. Special thanks to Elizabeth Gant for helping to keep our robes organized and maintained, for recovery efforts when robes go mysteriously astray...and for the occasional yummy treats! A heartfelt THANK YOU is extended to the many parishioners who give of their time and treasures to support this vibrant ministry.

**Our ministry continues to attract new volunteer voices and participants.** It's great when people want to join a wonderful community of loving people and great musicians. While our purpose as a Music Ministry is to provide beautiful music for our services, it's our sense of COMMUNITY that is vital to the ongoing success and fulfillment of this ministry.

**Our annual Music Ministry Fundraiser, the 88 Key Campaign** has remained successful over the years. In 2017, this campaign generate over \$3,500.

**THANKS** to the entire parish and staff for your endless positive comments and your incredible support of this very special ministry.

Respectfully submitted,

Dwayne Holloway  
Director of Music Ministries & Organist

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## **Parish Administrator Report**

2018 has been another very busy year in the life and work of the Church of the Good Shepherd.

As with any older “home”, we performed many repairs throughout the year. As of October 31, 2018, we have spent approximately \$44,000.00 in repairs. The most costly repair for this year has been the replacement of the fire pump at a cost of \$30,765.74.

We continued to go beyond our doors as we welcomed numerous groups and organizations into our Parish Life Center and Church. We are honored to host: Capitol Beading Organization, El Pueblo, Society of St. John the Baptist, yoga classes, First Night Raleigh, Wake County Red Cross Blood Drive, Al-Anon, Catholic Charities of Wake County, CRU, Unitarian meetings and the Wake County Braille Challenge to name a few.

We have attempted to warm you in the Winter and cool you in the Summer while supplying you with water when you thirst. As of October 31, 2018, we have paid Duke Energy and PSNC \$53,322.53 and City of Raleigh \$4,583.60.

We are entertaining many new ideas for sharing with others our blessings and resources in the future. Some of these actions will; hopefully, result in additional revenue. The administrative staff looks forward to exciting and challenging days ahead. Please let us know whenever we may be of assistance to you.

Respectfully Submitted,

Darlene A. Netzer  
Parish Administrator

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### **St. Francis Needlework Guild**

This group consists of ladies who knit and/or crochet items for members of our church, as well as for babies at Rex Hospital and Wake Med, The Shepherd’s Table, and The Seaman’s Institute’s Christmas at Sea Program. This program makes up bags of Christmas goodies, toilet articles and handmade hats, scarves, gloves, vests and neck warmers for mariners who are at sea and can’t be home for Christmas

This year we have produced the following items:

- 22 Prayer Shawls
- 392 Baby hots, blankets and Angel Buntings
- 40 Hats and scarves for The Seaman’s Institute

We also sent a check for \$100 to the Institute.

Some of these have already been distributed, and the others are ready to be blessed by the clergy and delivered.

If you would like more information or are interested in joining us, please contact Meriwether Walker at 919-833-5102 or mwalker65@juno.com. You do not have to attend the meetings to be a member, but there is a wonderful fellowship and joy in our meetings, making items for people who need our prayers.

Respectfully submitted,  
Meriwether Walker, Chair

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### **Search Committee Report**

The Search Committee is formed and organized as the process is underway in the search of the twelfth Rector of the Church of the Good Shepherd.

The Search Committee was appointed by the Vestry and then commissioned as a committee on Sunday, September 30, 2018. The committee has met with Canon Catherine Massey, Canon for Transition and Pastoral Ministries, Diocese of North Carolina and is receiving great support from the Diocese.

A vital step in this process is gathering information to produce the Parish Portfolio. We are currently in that stage. History taking sessions were held this fall in order to have the perspective of the past at Good Shepherd. In January, there will be two Congregational Meetings held to gather input from parishioners. We are actively encouraging all parishioners to attend one of these meetings.

We ask for input from all and look forward to these meetings being facilitated by Canon Catherine Massey and Canon Kathy Deats, Diocese of North Carolina. The Congregational Meetings are scheduled for Sunday, January, 20 following the 9:00 AM church service and Wednesday, January 23 at 6:00 PM. Both will be held in the Shepherd's Hall. There will be a separate meeting with clergy, staff and contract staff during the day on Wednesday, January 23.

All of this information and input is important to our Good Shepherd story and will be used to complete the Parish Portfolio. This Portfolio will then be online and the process will be open for candidates to apply.

The Search Committee will then move forward with discernment conversations and interview with candidates. Once we are to the final stage in the Search Committee process, the committee will recommend one name to the Vestry.

The Search Committee asks that you keep the search process and the next spiritual leader for the Church of the Good Shepherd in your prayers at this time in our church life.

Respectfully submitted,  
Meredith Swindell, Chair and John Beard, Co-chair

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## **The Shepherd's Table Soup Kitchen**

Our mission statement: To provide a mutual ministry between the people of the Raleigh area – those who have and those who have not – by providing food obtained by donation and served by volunteers. In this manner, the true spirit of communion, that of sharing God's gifts with God's people, can be carried out in a caring and non-judgmental atmosphere.

' Table Soup Kitchen was founded and started by six caring wonderful individuals who felt God's calling to help those who were in need of food. They formed a committee and prepared meals at their homes and brought the meals down to the church and served out of their cars. The first day they "officially" did this act of love they served 27 individuals. Today the tradition of feeding those in need is still a top priority of our kitchen and mission. We serve approximately 275 people a day a hot nutritious meal from 11:00 – 12:00. We ask no questions and welcome anyone and everyone.

Our mission concentrates on continuing the "volunteer" aspect by using volunteers to prepare, serve and clean-up each day. We schedule approximately 25 volunteers a day to make our meal service happen. This allows us to keep our staff to a minimum and share the experience with as many

volunteers as possible. We have a minimum age of 13 with a parent/guardian and have several school programs and youth groups that volunteer at our kitchen.

We work in tandem with the church in sharing our facility for Open Doors lunches, AA meetings, Oyster Roast, Pancake Dinner, and other occasions that come up. We also share financial responsibilities.

We are governed by a Board of Directors. Four of which need to be members of the Church of the Good Shepherd. Our board aims for 12 – 14 members that serve two year terms. Can serve consecutive terms with unanimous vote.

We are a 501©3 non-profit. We do not receive state or government support. We serve approximately 75,000 meals a year. We have over 1,500 volunteers.

Inception: 1980

Current Staff: 2 full-time, 2 part-time

Executive Director, Volunteer Coordinator, food in-take manager, facilities manager

Respectfully submitted,

Tamara Gregory, Executive Director

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## **Stewardship Committee**

The Stewardship Committee worked closely with the Interim Rector and staff to prepare for the 2019 planning season. Our Stewardship Kick-Off event was held on October 14 and consisted of a special sermon and announcements during the worship services and a “Bingo” theme event during the Sunday School hour in Shepherd’s Hall. All activities focused on the two components of stewardship: the spiritual practice of committing ourselves to God and the practical financial realities of running a large church organization and its many ministries. Materials prepared included a Stewardship Pamphlet, Posters, Pledge Card, Bulletin inserts and three separate announcements to all parish members. The formal stewardship planning activities ended with Commitment Sunday on November 18, in which an update of our progress to date was presented to a large crowd during a luncheon in Shepherd’s Hall. This followed a morning of “STEW-ardship” where parishioners had a chance to “stir the pot” between services, as Russ Swindell and his Stew Crew prepared a huge pot of their traditional Brunswick Stew.

As of November 30, total pledge commitments for 2019 exceeded \$472,000, which were collected from 132 members and which is 87% of the total amount pledged in 2018. We continue to receive pledges and expect more to come in prior to year’s end. The Committee is currently reaching out to those who have not yet submitted a pledge and our hope is that we will reach or exceed last year’s amount.

Respectfully submitted,

Jack Boyne, Stewardship Chair on behalf of Julie Lowe, Fran Hoch and David Stroud

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## **Strategic Plan Committee**

The Strategic Planning Committee was formed in May 2017 and consisted of 12 parishioners selected by the Rector and Senior Warden. The purpose of the plan was to assess emerging issues/opportunities, to identify strategies for growth and development, and to strengthen our church and increase its overall effectiveness. The Committee prepared a new Mission Statement and Strategic Plan, which was reviewed by the Vestry in January 2018 and made available to all parishioners for their review and comment. Comments from the congregation were used to refine the plan, which was fully approved by the Vestry on March 12. The Vestry will continue to review the plan's ongoing implementation.

The strategic plan will help set the course for future decisions and provides the context for growth and development to match the needs of our parish and community. The first phase of implementation consisted of the review and preparation of revised job descriptions for the clergy, staff and selected committee heads (*Goal 1: Leadership & Management*). Progress in other parts of the strategic plan include *Ministries* (building a robust framework for managing our committees), *Financial Performance* (working toward a balanced budget in 2020), *Marketing & Communications* (creating a more dynamic website, newsletter and communications), and *Infrastructure Optimization* (improving building maintenance and usage). The strategic plan will play an important role in our search for a new Rector.

Respectfully submitted,  
Jack Boyne, Chair  
Bob Goodale, Facilitator

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## Volunteer Report – 2018

Who is The Church of the Good Shepherd Episcopal in Raleigh, NC? We are the heart and the hands of our community of faith demonstrated by the **9000+ touches** offered over 2018. Volunteers at CGS range in age from our preschoolers in the Children's Chapel Choir to adults helping with Meals on Wheels, Altar Guild and numerous other gifts.

Our Volunteer Opportunities are divided into three Volunteer Service Areas: Worship, Church 'In'Reach and Community Outreach. Under these areas are: **WORSHIP**: Acolyte, Altar Guild, Chalice, Eucharistic Visitor, Lay Reader/Lector, Music, Usher and Verger; **CHURCH 'IN'REACH**: Children's Activities, Daughters of the King, Fellowship Events, Flower Delivery, Gardening Guild, Library Guild, Meals & Funeral Receptions, Office/Receptionist, Recording Ministry, Sunday School Teacher, Teller, Transportation, Vestry, Youth Advisor/Aide and Wedding Guild; and **COMMUNITY OUTREACH**: Beyond Our Doors, Cheshire House Meals, Community of Historic Churches Walk, Family Promise, Habitat for Humanity, Lowes Foods Pick-Up, Meals on Wheels, Mission Trips, St. Francis Needlework Guild, St. Nicholas Tree, Shepherd's Table Soup Kitchen and Warmth for Wake.

Noting most are familiar with the Worship and Church 'In'Reach Activities of the church, I want to expand a bit on our Community Outreach activities. Beyond Our Doors – respite & an Episcopal noonday service on Tuesdays and Wednesdays and a 3<sup>rd</sup> Sunday lunchtime meal & fellowship with our neighbors from Raleigh's streets. Cheshire House Meals – a school year 2<sup>nd</sup> Sunday lunchtime meal for approximately 25 area college students. Community of Historic Churches – greet visitors during the October Historic Downtown Raleigh Church Walk. Family Promise – transportation, evening meal and overnight support 4 Mondays a year for families transitioning from homelessness. Habitat for Humanity – join with Episcopal Build to construct a Habitat Home in Raleigh OR provide lunch twice during the build. Lowes Foods Pick-Up for Shepherd's Table Soup Kitchen (STSK) – pick-up bakery items every Sunday for use by the STSK. Meals on Wheels – deliver 9 routes of lunchtime

meals on the 4<sup>th</sup> Thursday each month. Mission Trips – relief, hope and comfort to those in need outside our parish. St. Francis Needlework Guild – knit/crochet prayer shawls, hats, scarves, baby blankets and caps for congregation members and those in need from the Shepherd’s Table, Rex Hospital, Wake Medical Center and the Christmas at Sea Project of the Seaman’s Institute. St. Nicholas Tree – pick a child from this tree during Advent to surprise at Christmas with a wrapped toy/book/clothes. Shepherd’s Table Soup Kitchen – assist in preparation, serving and clean-up of a weekday lunchtime meal for Raleigh’s working poor. Warmth for Wake – assist in the cutting and delivery of firewood to our neighbors in need.

“Volunteer Spotlight” has run monthly throughout 2018 and highlights those who help us all in so many wonderful ways!! Thanks to all who do things with no thought of anything in return – you will never know how you touch the hearts of others and change their lives for the better.

What makes CGS “the Church” is our deep commitment to EACH OTHER and how we in turn we CARE FOR OUR COMMUNITY. From the Alzheimer’s member who isn’t interested in ‘going to church’, but brightens up and is enthusiastic when she is told ‘let’s go to Good Shepherd’ to participating in “Episcopal Build” with Habitat for Humanity and on to those who help to feed 250+ people each weekday at the Shepherd’s Table Soup Kitchen – the life of the church depend on its volunteers. I look forward to helping connect you to this wonderful life of service today!!

Hugs to All!!!

Jan Harris, Volunteer Coordinator

## Treasurer's Report

At its November 12<sup>th</sup> meeting the Vestry reviewed and approved the Finance Committee's report on our parish's financial status at the end of October.

Comparing total operating revenue received from January through October with total operating expenses for the same period shows a resulting shortfall of \$182,488.

As of October 31<sup>st</sup> YTD revenue from all sources was \$609,765. Although it exceeds the amount budgeted for that period by \$5,065 it is primarily due to a 4<sup>th</sup> quarter draw of funds from the Endowment Trust that was taken earlier than planned. This draw offset a mirroring shortfall in pledge revenue, while General Offerings through October exceeded expectations and made up for revenue projected from Shepherd's Hall rentals that did not materialize.

At the end of October 31, total YTD expenses of \$792,253 were over-budget by \$6,128. Unbudgeted repairs such as replacement of the sprinkler system riser pump, overages in YTD office supply purchases, and insurance costs for property insurance and workers comp premiums that exceeded earlier estimates were only partially offset by savings in utility costs as well as reduction in total clergy compensation during the gap between the Rector and Interim Rector.

With a net unfavorable cash flow variance of only \$1,063 we are essentially in line with projections for this point 2018. However, this is mixed "good news" given the 2018 budget was a deficit budget.

Operating estimates for 2018 resulted in an expected overall shortfall of almost \$109,000; even after taking a planned \$100,000 in funds from the Endowment Trust. Although we had hoped that the cash-on-hand balance going into 2018 along with actual revenue and expenses that would ultimately unfold more positively than predicted to carry us through the year, this did not happen. Therefore in addition to the original \$100,000 in planned draws, the Vestry has had to declare a Financial Emergency in November for the purpose of taking another \$50,000 to cover the earlier drain of funds caused by \$35,000 in unexpected riser pump replacement along with general operating expenses that were over-budget.

Thanks to a \$10,000 gift from the estate of Virginia Keaton for reduction of the PLC principal balance, it now stands at \$740,000 and through ongoing contributions from parishioners we continue to have sufficient funds on hand to meet our monthly interest obligations. The remaining principal will need to be paid off or refinanced during the 1<sup>st</sup> half of 2019, before the loan term expires in mid-June.

My deep appreciation to the 2018 Finance Committee members for their willingness to serve and who generously offered their time and talent on behalf of our Good Shepherd family.

Respectfully submitted,

Caryl G. Fuller Treasurer

**Financial Report**  
**Summary of Total Year-to-Date Revenue and Expenses**  
**as of October 31, 2018**

	<b>Actual YTD</b>	<b>Budgeted YTD</b>	<b>Favorable / (Unfavorable)</b>	<b>Total Budgeted for 2018</b>
<b><u>Revenue</u></b>				
Pledge	405,790	430,000	(24,210)	600,000
General Offering	85,679	78,000	7,679	105,000
Endowment Trust Funds	100,000	75,000	25,000	100,000
Other Income	18,296	21,700	(3,404)	24,750
<b>Total Revenue:</b>	<b>609,765</b>	<b>604,700</b>	<b>5,065</b>	<b>829,750</b>
<b><u>Expenses</u></b>				
Diocesan Support	87,280	87,280	0	104,736
Outreach	(861)	1,000	1,861	1,200
Clergy, Programs & Ministries	349,143	356,765	7,622	430,638
Clergy, Programs & Ministries' Support	176,635	167,245	(9,390)	199,008
Property Operation	180,056	173,835	(6,221)	203,118
<b>Total Expenses:</b>	<b>792,253</b>	<b>786,125</b>	<b>(6,128)</b>	<b>938,700</b>
<b><u>Net Surplus/Deficit</u></b>	<b>(182,488)</b>	<b>(181,425)</b>	<b>(1,063)</b>	<b>(108,950)</b>