

2020 Christ Church Annual Meeting
Sunday, November 15, Noon – via Zoom

Join Zoom Meeting

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Or

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Or

4. On your cell, dial (312) 626-6799 and enter Meeting ID 917 5508 4002

Agenda

- | | | |
|-----------------------------------|---|--------------------------------------|
| 1. Call to Order | - | Father Will (5 min) |
| 2. Priest-In-Charge Report | - | Father Will (20 min) |
| 3. Empaneling 2021 Vestry | - | Chip Caldwell, Senior Warden (5 min) |
| 4. Treasurer Report | - | Jim Hatley, Treasurer (10 min) |
| 5. 2021 – 2023 Development Goals | - | Father Will (30 min) |
| 6. Questions re Committee Reports | - | Chip Caldwell (10 min) |
| 7. Adjourn | | |

Appendix A
2021 – 2023 Developmental Goals
from Father Will & Senior Warden Chip Caldwell
Version – 11.4.2020

Letter to the Parish from Father Will and Senior Warden Chip Caldwell

With the long-awaited appointment of our new Priest-In-Charge, your Vestry worked very hard over the summer to create a set of long-term developmental goals to strengthen and revitalize key processes that will enable us to build upon our Anglo-Catholic identity and supporting our vital ministries together. The Vestry solicited the support of the Bishop to aid us in the process. Under the leadership of Canon Bolt, Canon to the Ordinary, Wynn Caffey interviewed a broad swath of Christ Church members to gain their perspectives on our identity, communication, and conflict management. By way of this broad, inclusive interview process, much data were synthesized by the Vestry to arrive at the following three broad developmental goals:

- Identity and Structure
- Communication and Conflict
- Connection

Beginning with the 2020 Annual Meeting, members of the parish will be engaged to put “meat on the bones” of these high-level goals through prayer, reflection, Zoom meetings and, when possible, small group sessions. In particular, together we will explore our Anglo-Catholic identity in The Episcopal Church to understand the breadth of what it means in historic and present contexts, including the importance of the dual values of worship and mission and how they are connected in the present moment. To support this discernment process, we will review and update our various communications means and methods with an eye to better communicate among ourselves.

2021 – 2023 Developmental Goals (approved by the Vestry, October 2020)

I. IDENTITY and STRUCTURE

1. Explore and examine **our Anglo-Catholic identity** to understand the breadth of what it means in historic and present contexts, including the importance of the **dual values of worship and mission** and how they are connected in the present moment.
2. Refine and articulate the congregation’s particular identity, what it dreams of becoming and accomplishing as the body of Christ in this context.
3. Creatively renew and revive ministry particular to your unique geographic context through healthy collaboration and mutual support with Project Canterbury.
4. **Study Episcopal polity and governance and ensure that the parish is operating within those bounds, including a robust understanding of how authority is properly shared within our tradition.**

5. Clarify our parish operational structure for ministry and leadership, including developing job descriptions for all parish leaders, including what is expected from each role, the responsibilities, accountabilities, and boundaries of each.
6. Redefine and manage shifts in leadership roles that have evolved through transition or necessity.

II. COMMUNICATION and CONFLICT

7. Develop and implement a routine plan for clear parish communication with regards to priorities, ministry initiatives, and decision making.
8. Create and maintain a mechanism for vestry to communicate to the parish, including regular participation in a cycle of Mutual Ministry Review and reporting progress to the parish.
9. Define healthy patterns for communicating, especially with regards to disagreements, and hold one another accountable to these patterns, with special attention to addressing a cyclical pattern of resignation and return.
10. Discern and identify three key goals for the parish community to be implemented during the three-year priest-in-charge period. How will both the discernment of these goals and the goals themselves be communicated to the parish? How will the goals be used to focus vestry decision-making?
11. With the continued guidance of the diocesan mediation team, address unresolved conflicts and issues.

III. CONNECTIONS

12. Develop deep ties of mutual collaboration and possibility between Christ Church and Project Canterbury as both identify their mission and ministry in the local context.
13. Evaluate the established parish connections of accumulated relationships with outside ministries and exercising healthy patterns of communication and shared authority, determining which best serve the shared vision of the parish and which have run their course.
14. Strengthen relationships within the Episcopal Church across East Tennessee, participating in collegial peer learning opportunities, active participation in diocesan continuing education offerings and gatherings, such as convention and maintaining a healthy relationship with the office of the Bishop.
15. Develop a community covenant which addresses behaviors and practices that will establish expected norms for a community life that can positively support the relationship work with a new priest.

Appendix B 2020 Annual Meeting Reports

Adult Ed 2020 Summary

Phil Johnson

In 2020 Adult Education at Christ Church has continued our tradition of having informative engaging discussions on a variety of subjects to support and nurture the spiritual development of the parish.

Even after our 9:15 Sunday morning in-person sessions were shifted to 9:30 Sunday morning online sessions, we were able to maintain a strong sense of community and a pattern of thoughtful interaction among a faithful group of twelve to sixteen participants, with special events and speakers swelling the attendance to 20 to 25 several Sundays.

We began the year with a consideration of Jeffery Sachs' book, *The End of Poverty* which heightened our understanding of the conditions that result in extreme poverty in many parts of the world and of the persistence of poverty in our own area.

Given the very unfamiliar situation of not being able to have in-person meetings beginning in mid-March, our online sessions began with a series of discussions of the functions a parish. We examined the ways community, worship, evangelism, discipleship, and outreach contribute to a healthily functioning parish.

Following that series of sessions, Fr. John Tailbird led us in a study of family systems. We considered the application of family systems theory to all organizations, with an emphasis on how healthy interactions within a family, a company, or a parish may be encouraged by attention to family systems' principles.

For the several weeks before and after Fr. Tailbird's series we studied the Gospel of Matthew. Our primary source material was the Forward Movement publication, *A Journey With Matthew*. To enhance our study of Matthew, we also considered related, but diverse viewpoints published in articles presented in various forums.

Within those sets of sessions we also had several special gatherings including an informative discussion with Bishop Brian Cole, a session with Chip Caldwell, our Senior Warden, as he told us of the new engagement with Fr. Will Levenway as our Priest in Charge, and a session with Fr. Will himself as he began his tenure with us.

All in all, Christ Church Adult Ed has had another successful year of substantive and enjoyable meetings. Thanks for all who have participated.

Children's Ed

Betsy Bedwell

Children's programming has been a challenge since spring but via video, we used the Joyberry series about how to be good neighbors.

For this semester we have found an even better solution in *_Paul Writes A Letter_*. This beautiful book by Chris Raschka is a treasure trove of wisdom from the epistles and serves as a jumping-off point for our discussion and activities both virtual and real time. Paul gives us a lot to think on, and each week I make a video for discussion which is sent to parents and posted on the Christ Church Facebook page. In the email to parents, I also include a variety of ideas for crafts and activities as well as a link to a song for the week. I wrote this curriculum in such a way that it can be easily telescoped or extended since we don't know when we will return to worship.

This Monday we will begin weekly Zooms! I cannot wait to see all my friends' faces !

Books, crafts, and more ideas for growing in faith will also be sent in the mail or electronically. I have been in contact with the parents of each household at least twice a month since March. When the children look back on "Coronatide" I want them to remember one thing most of all: even though we're apart, we're still in it together!

Music Program and Outreach 2020 Summary

Karla Fowkes, Organist/Choirmaster

January 5, 5pm - Chattanooga Bach Choir Cantata Concert. There were approximately 100 in attendance.

January 19, 8pm – Compline, sung by the choir called, *In Spiritu*. *In Spiritu* is a small group of volunteer singers from the choirs of Good Shepherd, St. Timothy's, St. Paul's, Grace, and Christ Church. The group was formed in 2017 and is conducted by John Wigal, Director of Music at Good Shepherd. The choir rotates to the churches with affiliated singers in an effort to build a congregation. So far, attendance has been low, but enthusiastic. We sing once each season of the liturgical year. We have not been able to practice or sing since March due to COVID-19.

February 2, 5pm – Candlemas Evensong, sung by *Schola Cantorum* of the School of Theology of the University of the South in Sewanee, Dr. Kenneth Miller, Choirmaster. This was a stunningly beautiful service, which was very well attended. Approximately 125. A beautiful reception was held afterward in Fox Hall, with wine, cheese and fruit, coordinated and prepared by Susan Brooks. I am working on rectifying the lack of cleanup participation when providing receptions.

February 22, a small ad hoc music committee met at the home of James Hawkins and Dr. Kenneth Miller to discuss how best to budget the money that was generously bequeathed to the music program by Jim Greasby and Bill Murchison upon their deaths. We discussed acquiring choir robes for the choir (after many years of the choir not wearing robes) to coordinate with and beautify our Anglo-Catholic worship. We also discussed the possibility of hiring singers to supplement our choir. Due to COVID-19, no further progress has been made.

All in-person worship and choir rehearsals were suspended after March 8 to the present.

March 22 Chattanooga Bach Choir Cantata Concert was cancelled.

June 7 Chattanooga Bach Choir Cantata Concert was cancelled.

In the interim, we pre-recorded the Mass each Tuesday until we began live streaming on October 18. We have occasionally supplemented instrumentalists to add beauty and diversity.

Local church musician, Harv Wileman, Dr. Kevin Ford at UTC, and the Chattanooga Girls Choir, have each asked to use our sanctuary to record or live stream a small group of singers, no larger than 10. They will socially distance, wear masks, and disinfect after use. I will be present to make certain the protocols are followed.

The dates are:

Sunday, November 8, 3pm

Thursday, November 12, 11am-2pm

Saturday, November 14, TBA

For Christmas Eve, I have hired a string quartet to play our service or services. There will be no choir or congregational singing this year. A string quartet is able to socially distance in the choir loft and play while masked. Plans are not finalized.

Finally, our faithful choir member, Rita Heckrotte, continues to restore and beautify the choir room. She does all of the work herself. The new bathroom and kitchen have been finished for quite some time with fresh plaster, her custom built cabinets and countertop, and a stained glass window she commissioned for the choir bathroom to match the windows throughout the church. She painstakingly removed the old linoleum to reveal the original wood flooring underneath. She built a beautiful bookshelf as a surprise for me. She built a cabinet to store choir robes and a specially designed place for music stands. In the last few months, she has removed the acoustical tile ceiling and the old lighting. She has worked with a certified electrician to provide electrical outlets that are up to code (in a room that had no outlets!) She is planning to hang sheet rock on the ceiling and install new lighting in the near future. If you have not seen her handiwork, feel free (as soon as we are able to meet) to ask me for a tour. I enjoy showing the beautiful work she has done.

Outreach Committee Report

Audrey Workman

The vision of our Outreach Committee is to provide Christ Church's people with opportunities to be the hands and feet of Jesus Christ, both in our own neighborhood and in the larger world around us. We look for needs and ask how we can serve, sometimes beginning projects on our own, and other times joining with existing groups to offer the resources we have.

Our efforts to form and grow relationship-based outreach ministries have been challenged in this pandemic year. We have in place a curated collection of community partnerships that desire both our hands-on engagement and our financial support, but have by necessity leaned more toward the latter during this time of social distancing.

This year, we have been humbled by this congregation's generosity and support. Every gift you share enables us to go above and beyond what we could do with our discretionary budget alone. Recently, Fr. Harry Lawrence relayed that Hebrew scholar and Sewanee School of Theology professor Rebecca Wright said, "When you read the Bible, substitute the word 'loyalty' for 'love.'" With your help, we are able to continue being loyal to most of the neighbors we served before the pandemic began.

UTC Fruit Day was vibrant through February. Your generous donations made it possible for us to serve hundreds of students each month. We operated fruit stands on both of our Douglas Street corners. Those of us who stood outside to offer a snack with words of encouragement were usually joined by members of the Project Canterbury board, plus a St. Paul's parishioner. We eagerly anticipate resuming this opportunity to be present to our nearest neighbors as soon as it is safe to do so.

Chattanooga Community Kitchen is strong and secure, and its staff has extraordinary safety measures in place. Lunch is served daily at the kitchen via several 10-minute seatings, each having a limited number of clients. Kitchen workers deliver 150 meals a day to homeless camps in Chattanooga. Christ Church has two members on the CCK board and pledges \$2000 from our annual budget; this year, an additional \$590 has been donated by parishioners and clergy, in addition to a truckload of food that our senior warden delivered last summer.

Metropolitan Ministry is not open for in-person services, but the staff is helping people with food vouchers and money for past-due rent and utility bills. Christ Church pledges \$2250 annually. In normal times we collect food, paper goods, and hygiene products, then deliver them to MetMin for their on-site grocery store. Right now, they are in need of extra money for their COVID-19 response fund.

Children's Nutrition Program of Haiti is laboring earnestly during this pandemic. CNP is a Chattanooga agency born of relationships formed when Haiti was our companion diocese and lovingly nurtured since then. On our end, we partner with prayers and financial support that goes straight to Haiti in the form of Plumpy'nut, the life-saving, ready-to-use nutritional food that literally brings children back from the brink of death. This year, between the Outreach Committee and your donations, we've supported CNP Haiti with \$1232.

Dalewood Middle School is struggling academically, with math and reading proficiency falling below 10%. Everything we do to support the school makes a difference in morale for both students and staff. This year, we've bought uniforms for their emergency closet, provided breakfast for a teacher in-service day, and delivered candy for their safe drive-through Halloween celebration. We've spent \$532.43, almost all from donations.

Absalom Jones was the first black priest, not just in the Episcopal church, but in America. We celebrated his life in January, and Presiding Bishop Michael Curry asked us to mark the occasion by dedicating our offerings to support the two remaining Episcopal Historically Black Colleges and Universities: Voorhees College in Denmark, SC, and St. Augustine's University in Raleigh, NC. We sent \$271 to that fund.

Kiva allows people to lend money to low-income entrepreneurs who have good ideas for ways to get out of poverty but need financial help to get started. We as a church do not lend money, but we have purchased \$180 in Kiva cards and given them to the older Christ Church children to engage them in Outreach. Each participating child can choose a person and project from anywhere in the world to support and follow. At church is a map for tracking their choices. Stay tuned for updates once we're meeting in person again.

Tornado Relief was desperately needed when tornadoes roared through Tennessee in early spring, just after the world was hit with the pandemic. We sent \$100 to St. Michael's in Cookeville to help people in their community.

The Bethlehem Center offers engaging programs for kids from early childhood through high school and houses a food pantry for people living in the Alton Park area. The Beth is a new partnership for us, and so far, we've given them \$300 plus some nonperishable food.

Southside Abbey meets on Friday evenings, offering Eucharist and a meal to anyone who comes, welcoming those who may feel like they have no place in conventional Sunday morning church. In normal times, they serve about 30 families a week, but right now, that's down by half. This year, we are giving \$200 to go toward buying Dollar Store gift cards for the 15 or so families that are still attending. The gift cards will be given during the holidays.

Parish Life/Congregational Care Committee Report for 2020

The Rev. Betty Latham (in collaboration with Chair Danese Sizer, Ray Barney; Susan Brooks; Jewel Cousin)

In 2020, our committee met monthly through March, until the pandemic hit. Covid restrictions have prevented in person Eucharistic Visitor visits since March, but we have continued to care for our Homebound Members through our card ministry and special mailings each quarter. Phone calls have also been made. Parish pastoral care needs such as illnesses and other family transitions have been cared for through cards and phone calls and check-ins. Our committee has now disbanded. We look forward to Father Will's leadership in these areas going forward. It has been an honor for us to serve.

Treasurer Report

Jim Hatley, Treasurer

- I. **2021 Outlook.** 2020 has been a weird year and not one that we can benchmark for 2021. Therefore, the Finance Committee recommended and the Vestry adopted the 2021 budgeting principle of using 2020 actual as the base except for salaries, which will be increased by 2%. (Note: CPI is about 1.5%)
 - A major concern at this writing is that about 20 parishioners who pledged in 2020 have yet to turn in a 2021 pledge resulting in 2021 total pledge gifts coming in about 50% less than 2020 pledge levels.
2. **P&L:** Income & Expense Year-To-Date(YTD) with Year-end (YE) Budget as of Oct 31 2020.

Overall, our financial situation is healthy and we are projected to actually achieve at least breakeven at yearend vs. the budgeted (\$22K) deficit. More specifically, pledge gifts totaled \$78,778, \$5050 under YTD budget & \$21,816 needed to achieve 2020 expected pledge gifts. Understandably, plate giving is \$1836 below expected levels. Total gifts & income stands at \$211,144, \$3148 greater than budget.

On the expense side, expenditures hit \$187,475, \$20,643 less than expected, deriving mostly from the fact that our Priest-In-Charge began October 1 instead of January 1. These numbers leave us with a \$21,892 surplus YTD. See details below & the complete budget at the end of this document.

Christ Church Episcopal								
Budget vs. Actuals: FY_2020 - FY20 P&L								
January - October, 2020								
Monday, Nov 02, 2020 04:06:40 PM GMT-8 - Accrual Basis								
	Jan - Oct Total				2020 Total			
	Actual	Budget	Over Budget	% of YTD Budget	2020 Budget	Over Budget	% of 2020 Budget	
Revenue								
40000 Operating Income	240		240			240		
4-03-00 Regular Support			0			0		
Non-Pledged Income	10,602	8,333	2,269	127.23%	10,000	602	106.02%	
Plate Cash	1,014	2,375	-1,361	42.70%	2,850	-1,836	35.59%	
Pledged Income	78,778	83,828	-5,050	93.98%	100,594	-21,816	78.31%	Proj \$7400 below budget;
Total 4-03-00 Regular Support	\$ 90,395	\$ 94,537	-\$ 4,142	95.62%	\$ 113,444	-\$ 23,049	79.68%	14 Pledgers behind
Yates Distribution	107,312	111,159	-3,847	96.54%	111,159	-3,847	96.54%	
Total 4-06-00 Unrestricted Bequests	\$ 107,540	\$ 111,159	-\$ 3,619	96.74%	\$ 111,159	-\$ 3,619	96.74%	
Total Revenue	\$ 211,144	\$ 207,996	\$ 3,148	101.51%	\$ 226,903	-\$ 15,759	93.05%	
Gross Profit	\$ 211,144	\$ 207,996	\$ 3,148	101.51%	\$ 226,903	-\$ 15,759	93.05%	
Expenditures								
Total Expenditures	\$ 187,475	\$ 208,119	-\$ 20,643	90.08%	\$ 248,795	-\$ 61,320	75.35%	
Net Revenue	\$ 25,646	-\$ 123	\$ 25,769	#####	-\$ 21,892	\$ 47,538	-117.15%	

a. Fund Balances YTD EEC (as of 9/30//2020)

EEC (as of 9/30/2020; next update 12/31/2020) (R= Restricted; all others determined by Vestry)	Balance as of 1/1/2020	Balance as of 6/30/2020	Balance as of 9/30/2020
EEC - Endowment (Robertson Trust) (R)	\$ 263,406	\$ 247,674	\$ 259,921
EEC - Operating Fund			
EEC - Contingency	\$ 126,987	\$ 113,413	\$ 124,052
EEC - Greasby Endowment (R)	\$ 57,500	\$ 57,500	\$ 57,500
EEC - Greasby Music (R)	\$ 5,000	\$ 5,000	\$ 5,000
EEC - Music (R)	\$ 25,097	\$ 25,097	\$ 25,097
EEC - Organ (R)	\$ 7,233	\$ 7,233	\$ 7,233
EEC - Operating Fund Total	\$ 221,817	\$ 208,243	\$ 218,881
EEC Total	\$ 485,223	\$ 456,243	\$ 478,802

b. Money Market (as of 9/30/2020)

Money Market	Balance 1/1/2020	Balance 6/30/2020	Balance 9/30/2020
Unrestricted (Yates, other)	\$131,174	\$197,736	\$170,000
Book of Remembrance	\$3,233	\$3,233	\$3,233
Building Fund	\$550	\$550	\$550
Garden Fund Plants	\$150	\$150	\$150
Benevolence Fund (Greasby)	\$1,303	\$1,303	\$1,303
Kelley Music Scholarship Fund	\$6,920	\$6,920	\$6,920
Memorial Garden	\$2,815	\$2,815	\$2,815
Music Fund	\$1,542	\$1,542	\$1,542
Outreach	\$2,356	\$2,356	\$2,356
Altar	\$78	\$78	\$78
Total	\$150,121	\$216,683	\$188,947

c. Statement of Financial Position/ Balance Sheet

Christ Church Episcopal	
Statement of Financial Position	
As of October 31, 2020	
Tuesday, Nov 03, 2020 06:47:23 AM GMT-8 - Accrual Basis	
	Total
ASSETS	
Current Assets	
Bank Accounts	
Money Market -*3008	188,947
Rectors Discretionary -*3024	1,028
Regions Operating -*3016	21,463
Total Bank Accounts	211,438
Other Current Assets	
12000 Undeposited Funds	0
Total Other Current Assets	0
Total Current Assets	211,438
Other Assets	
Certificate of Deposit	0
EEC	478,802
Total Other Assets	478,802
TOTAL ASSETS	690,240
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	1,503
Total Accounts Payable	1,503
Credit Cards	
Credit Cards	-541
Total Credit Cards	-541
Other Current Liabilities	
2110 Direct Deposit Liabilities	480
24000 Payroll Liabilities	4,659
Anthem BCBS CDHP-20 Family Plan	1,980
Cigna Dental Insurance - Preventative	98
Federal Taxes (941/944)	202
TN Quarterly Taxes	85
Total 24000 Payroll Liabilities	7,024
Direct Deposit Payable	-2,348
Total Other Current Liabilities	5,156
Total Current Liabilities	6,117
Long-Term Liabilities	
CARES Loan	10,900
Investment Changes	0
Total Long-Term Liabilities	10,900
Total Liabilities	17,017
Equity	
3000*OE Opening Bal Equity	575
30000 Opening Balance Equity	71,929
31000 Unrealized Investment Gain/Loss	263,269
32000 Retained Earnings	311,805
Net Revenue	25,646
Total Equity	673,224
TOTAL LIABILITIES AND EQUITY	690,240