

Grace Church – Medford, Massachusetts  
Annual Meeting of the Parish  
Reports, Business, Elections



*Grace Episcopal Church is a multigenerational, diverse and welcoming  
Christian community which values shared leadership,  
service to those in need and nurturing all in the love of God.*

Sunday, February 13, 2011

Grace Church  
Annual Meeting  
for the Year 2010  
Sunday, February 13, 2011  
Annual Reports Index

- Agenda
- Minutes for the Annual Meeting 2010
- Qualified Voters List for 2011
- Reports of Official Acts and other Information for the Period  
1/1/2010 to 12/31/2010
- Priest in Charge
- Wardens
- Nominating Committee
- Acolytes
- Adult Education
- Building
- Children and Youth Education
- Community and Parish Life
- Discernment
- Finance
- Graceworks Oversight Committee
- Greening Grace
- Historian's Report
- Intern's Report
- KOKA Report
- Micah Project Intern
- Music/Choir
- Outreach Committee
- Stewardship
- Treasurer's Report
- Tufts Ministry
- Ushers

**Grace Episcopal Church - Medford, Massachusetts**  
**Agenda - Annual Meeting of the Parish**  
**Sunday February 13, 2011**

- |     |   |  |
|-----|---|--|
| 1)  | Call to Order<br>Opening Prayer<br>Remembrances   | The Rev. Noah Evans,<br>Rector                         |
| 2)  | Determination of a Quorum   | Kathy Mumma, Clerk                                     |
| 3)  | Membership: Signing of the By-Laws  | Linda Rogers, Jr. Warden                               |
| 4)  | Approval of Minutes from 2009 Annual Meeting  | Margaret Smist, Sr. Warden                             |
| 5)  | Report of the Wardens   | Margaret Smist, Sr. Warden<br>Linda Rogers, Jr. Warden |
| 6)  | Report of the Treasurer and Fiscal 2010 Budget  | Naida Gavrelis, Treasurer                              |
| 7)  | Report of the Nominating Committee  | June Pietrantonio, Chairman                            |
| 8)  | Elections: <ul style="list-style-type: none"><li>• Appointment of Tellers</li><li>• Balloting</li></ul> |  |
| 9)  | Report from the Greening Grace Committee  | Greening Grace Committee                               |
| 11) | Other Business  |  |
| 12) | Adjournment   |  |
| 13) | Benediction   |  |
| 14) | Lunch   |  |

# **Grace Episcopal Church**

**Medford, Massachusetts**

## **Annual Meeting**

**Sunday, February 28, 2010**

---

### **I Opening Prayer/ Call to Order**

Noah Evans, Priest in Charge, opened the meeting with prayer. At 11:30AM Noah called the meeting to order. He asked that there be a moment of silence for the members of the Parish who died in the past year.

### **II Determination of a Quorum**

Jane Scherban, Clerk, certified there was a quorum.

### **III Signing of the By-Laws**

Linda Rogers, Junior Warden, called upon 26 individuals who qualified for signing the by-laws. Witnessed by the Wardens and the voting members in attendance, individuals signed the by-laws and became voting members of the church.

### **IV Approval of the Minutes for 2009 Annual Meeting and Minutes from the Special Parish Meeting**

A motion was made and seconded to approve the 2009 Annual Minutes and the Minutes for the Special Parish Meeting. All were in favor.

### **V Report of the Wardens**

Linda Rogers presented an overview of on-going programs and leadership as well as specific events and accomplishments of the past year. Linda gave special thanks to the many who volunteer their time and talent to Grace Church in varying capacities.

### **VI Report of the Treasurer and Fiscal 2010 Budget**

Naida Gavrelis, Treasurer, began her report by highlighting that 2009 overall has been a good year. Naida commented that due to increased parish contributions we were able to increase the hours of the Priest-in-Charge in September 2009 and were able to take care of several building needs this past year. Naida added that GraceWorks is doing well financially and that is an added source of income for Grace Church.

Naida then referred to the Budget Overview for 2010 (Vestry approved: December 2009). She noted that as we have reached our pledge target, we were able to budget for full-time ministry in 2010. Naida thanked the Finance Committee, Internal Audit Committee, and the Counters for their hard work over the past year. Naida offered to provide more detail of the budget for anyone interested. She asked if anyone had any questions or concerns. None were raised.

## **VII Report of the Nominating Committee**

Wes Foote Jr., Chairman of the Committee read the list of Committee members. He thanked all for their hard work and willingness to serve. Referring to the "Ballot for Election of Officers, Vestry, and delegates", Wes noted that there were no nominees for the 2 Medford Council of Churches positions and that there was 1 open Deanery position to be filled. Noah asked if there were any nominations from the floor. A few questions were asked about the scope and responsibilities of these positions. No nominations were made.

## **VIII Elections**

3 Tellers were chosen.

The slate is as follows:

- One Clerk; 2 year term                      Kathy Mumma, Esq.
- One Treasurer: 2 year term                Naida Gavrelis
- Three Vestry Members; 3 year terms    Jonathan Hunt  
   Sean Kerans  
   Ann Frenning Kossuth
- One Vestry Member; 1 year term        June Pietrantoni
- One delegate to the Diocesan Convention; 2 year term        James Klasen

- One Alternate Delegate to the Diocesan Convention; 1 year term Jane Scherban
- Five Delegates to the Mystic Valley Deanery; 1 year term Allison Andrews  
Brad Clompus  
Brenda Pearson  
Jane Scherban
- Two Delegates, Medford Council of Churches; 1 year term No Nominees
- Episcopal City Mission Board, 1 year term Susan Maltz

Nominations from the floor were asked for 3 open Non-Vestry member positions for the 2011 Nominating Committee. Sue Maltz, Wes Foote, Jr., and Jane Scherban volunteered to serve on the Committee.

The floor was closed for nominations. Tellers picked up the ballots. The meeting continued as the ballots were counted.

## **IX Report on the Grace Church Committee System**

Noah discussed the Committee System currently in place at Grace Church. He asked that the chairperson of each committee give a brief presentation of the role of their committee. The Committees represented were: Finance, Outreach, Community Life and Development, Stewardship, GraceWorks Oversight, Pastoral Care, Children and Youth Education Programs, and the Building Committee.

## **X Ballot results**

Tellers reported that 62 ballots were received. All nominees received a majority of votes.

## **XI Report on Parish Discernment**

Margaret Smist, the Senior Warden, discussed that in the upcoming 8-10 months the Parish will be making some major decisions and that a Discernment Committee is being formed to that end. The Committee will begin meeting in early March 2010. Margaret commented that the committee members chosen will be representative of the church as a whole and invited parishioner to suggest names or express interest themselves. She underlined that throughout this process all parishioners' input will be sought and taken into consideration. Margaret briefly gave a history of the pastoral leadership since Tom Cook left Grace Church in August, 2007. She noted that Noah is coming up on the second year of his 3 year contract as Priest-in-Charge and thus a decision will soon be made as to

whether we choose Noah as our Rector or go into a search for a new Rector. She emphasized that during this process the Discernment Committee and the Parish will be visioning and setting long-term goals for Grace Church.

## **XII Closing Prayer/Adjourn**

Noah closed the meeting with prayer.  
The meeting was adjourned at 12:30PM.

Jane Scherban  
Clerk

# Members Qualified to Vote in the 2011 Annual Meeting of Grace Church - Medford, Massachusetts February 13, 2011

**DEFINITION**

Any Baptized person of the age of sixteen (16) years or more may at any meeting of the Parish be voted a member and entitled to vote in its affairs, if such person has aided in maintaining public worship for six (6) months immediately preceding such Parish Meeting by attendance at public worship and by pecuniary aid, and provided that after such vote of membership such person shall immediately sign the Constitution and By-Laws of the Parish.

**VOTING MEMBERS - 2011**

Allaire, Phyllis	Egger, Nancy	Kerans, Peggy
Anderson, Wendy	Ewell, Karen	Kerans, Sean
Andrews, Allison	Fenn, Maria	King, Branwen
	Fenn, Matthew	Klasen, James
Battista, Dorothy	Fenn, Michael	Kossuth, Ann Frenning
Bogner, Heidi	Fields, Mayland	Kossuth, James
Bowers, Charles	Folta, Sara	
Bozovic, C. Jane		Lee, David
Bracken, Olivia	Foote, Linda Rice	Lee, Hallie S.
Brady, Stephanie	Foote, Wesley Jr.	Ligon, Barbara
Branson, Brian	Foote, Wesley Sr.	Ligon, C.E.
Branson, Elizabeth B.	Ford, Darlene	Lisella, Julia
Brawley, Charles	Fortino, Louise	Lwanga-Jennings, Deborah
Brawley, Kristine		
Brown, Sharen	Gagnon, Carolyn	
Brownsmith, Esther	Gaughan, Elaine	Maltz, Susan Burns
Burger, Mildred	Gaughan, Michael	Maganzini Vincent
	Gavrelis, Naida	Marceau, Joné
Capuccio, Gillian	Gay, Lydia	McCurdy, Mark
Carson, Lisa	Gay, Simon	McCurdy, Caterine
Celletti, Daly	Greene, Oscar	Mumma, Katherine
Choi, David	Greene, Ruby	
Clompus, Brad	Glynn, Marie	Norton, James
Cluggish, Sarah	Glynn, Martin	Novaes, Barbara
Convery, Beverly		Nwachukwu, Cynthia
Cross, Carrie	Hale Adele Travisano	Nwachukwu, Solomon
	Hale, Dennis	
Davis, Una	Hall, Ruth	Opara, Agnes
Deveney, Anne	Hathaway, Barbara	
DiRocco, Lisa	Honeycutt, William	Palladino, Al
Duggan, Laura A.	Hunt, Alicia	Palladino, Dorothy
Duggan, Stephen	Hunt, Jonathan	Pappalardo, Joan
		Pardy, Jr., Ray
Egger, Daniel	Johnson, Genita	Pearson, Brenda

# Members Qualified to Vote in the 2011 Annual Meeting of Grace Church - Medford, Massachusetts February 13, 2011

**DEFINITION**

Any Baptized person of the age of sixteen (16) years or more may at any meeting of the Parish be voted a member and entitled to vote in its affairs, if such person has aided in maintaining public worship for six (6) months immediately preceding such Parish Meeting by attendance at public worship and by pecuniary aid, and provided that after such vote of membership such person shall immediately sign the Constitution and By-Laws of the Parish.

Pearson, James, Jr.	Swan, Jean	Jason Cluggish
Pearson, James, Sr.		Joe Connolly
Pearson, Ruthanne	Thompson, Carol	Sue Connolly
Pettengill, Rachael	Thompson, Donald	Gloria Craven
Pietrantonio, June	Thompson, Mary	Connor Daly
Povey, Barbara L.		Michelle Droese
Puryear, Eleanor	Viggiani, Steve	Peter Droese
		Sandra Eriksson-Ellis
Quick, Julie	White, Barbara	Day Farenga
Quick, Thomas	Williams, Joan	Emily Ffrench
	Williams, Willard	Tony Ffrench
Ramirez, Warren	Williamson, Abby	Siobhan Glynn
Reese, Inez	Wirz, Holger	Linda Gravallese
Rizzo, Mary	Wirz, Katherine	Mike Gravallese
Rogers, Carolyn	Anderson	Jane Hamel
Rogers, John	Woodward, Kate	Tom Hamel
Rogers, John P.		Matt Heaton
Rogers, Lawrence	Young, Elaine Foster	Shannon Heaton
Rogers, Linda		Kim Jackson
Rogers, Nancy	Zafiris, Jean	Rochenet Joseph
Rundberg, Julina		Amanda Klasen
Ryba, Carol		Shirley Kountze
		Ted Larson
		Yolette Joseph Louis
Scherban, Jane	<b>Qualified but have not yet signed the By-Laws:</b>	Marthe Lysius
Schlesinger, John	Ebby Akiba	William Maguire
Scott, Lucinda	Claes Andreason	Aldo Masciave
Silva, Ethel	Edith Auner	Sarah Masciave
Smist, Margaret	Joe Auner	Lucia Page
Smith, Catherine	Kathleen Beebee	Nanci Palladino
Smith, Deborah	Nathan Brawley	Chenine Peloquin
Smith, Marjorie	Lorella Bowers	Eric Peloquin
Spence, Kristen	Leslie Brunaccini	Matt Rasure
Spiers, Jean	Don Capuccio	Jessica Sciullo
Spindler, Robert	Joanne Carson	Elaine Sheets
States, Dorothy		

# Members Qualified to Vote in the 2011 Annual Meeting of Grace Church - Medford, Massachusetts February 13, 2011

## DEFINITION

Any Baptized person of the age of sixteen (16) years or more may at any meeting of the Parish be voted a member and entitled to vote in its affairs, if such person has aided in maintaining public worship for six (6) months immediately preceding such Parish Meeting by attendance at public worship and by pecuniary aid, and provided that after such vote of membership such person shall immediately sign the Constitution and By-Laws of the Parish.

Robin Sheets

Myra Skeete

Aram Smith

Britta Smith

Bryan Spence

Andy Stewart

Nicole Stewart

Robert Surabian

Malinda Walsh

Judith Walsh

Cheryl Woodbury

Douglas Woodbury

- The list of those qualifying to sign the Parish By-Laws is based upon current parish records and inadvertently may not include everyone currently eligible to sign. If you believe you may be eligible, please make it known to the Clerk of the Vestry or the Warden as soon as possible.

# Report of Official Acts & Other Information for the Period January 1 to December 31, 2010

Submitted to the Annual Meeting of Grace Church - Medford, Massachusetts  
Sunday, February 13, 2011

---

## Pastoral and Sacramental Acts

- Baptisms: 18                      Confirmed/Received: 0                      Marriages: 3                      Burials: 10
- Services of the Holy Eucharist:      Sundays:      96      Weekdays/Private:      55
- Services of the Daily Offices              Sundays:      2              Weekdays: 0
- Baptized in Grace Church 2010
  - Ella Katherine Schoen                      Molly Maguire                      Josephine Marie Mumma
  - Guesly Eugene, Jr.                      Michael Collin Lwanga, Jr.                      Miguel Felipe McCurdy
  - Evan Joseph Fillebrown                      Timothy Devin Lwanga                      Samantha Grace Nelson
  - Timothy James Hunt                      Alexa Rose LaValle                      Luke David Kerans
  - Giovani LaGuerre                      Anya Chaisson Fisher                      Benjamin Harmon
  - Joshua C. Nwachukwu                      Lyla Sarpen Fisher                      Anna Elizabeth Connolly
- Buried from Grace Church (or by clergy of Grace Church) 2010
  - Cal Carpenter                      Jewell Junita Mootrey
  - Lenny Branson                      Dr. Robert Curtin
  - Dorothy Tremblay                      Mary Saragosa
  - Priscilla Marie Kenyon                      Muriel Davidson
  - J. Madeleine Blodgett

## Membership and Participation:

Average Sunday Attendance for:

2010: 131      2009: 116      2008: 110      2007: 105      2006: 102      2005: 102      2004: 114

## Annual Report from the Priest in Charge

As always, I have the privilege of being the last person to submit my annual report, which gives me the opportunity to see the entire annual report before writing. I have to say WOW – we have accomplished a lot together this year!! Please take a look at the Warden's Report, which is crafted as attempt to capture this exciting and spirit-filled year we have had. I am so thankful for all of the people of this parish who play a role in us living out our mission together. Thank you!!

On a personal note, I am thankful to God for you, the people and parish of Grace Church, who have given me the most wonderful gift of my vocation to serve you as your Rector. I am thrilled and blessed to be able to continue the work that we have begun here together! Thank you!!

As our outgoing Senior Warden, Margaret Smist, said at our Celebration of our Ministry Together, “we have accomplished a lot together, but there is still much work to be done, for this parish and the community of Medford and beyond...” As we welcome new folks looking for a spiritual home each week, reach out to serve those in need in our community, and care for one another – I know our work here is important. What we are and do makes a difference in the wider community, as it does in each of our own lives as well. This mission of Grace Church is vital, and it excites me to be part of it.

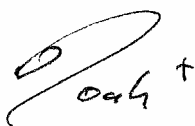
This year we have also seen an expansion of our programs of our GraceWorks child care center. This is the result of years of investment and dedication of our parish and of a great staff. GraceWorks is not just an important part of the mission of our church, but also a necessary source of income for our parish.

Our parish continues to grow in both numbers and generosity. We welcome new people each week. Whenever someone new enters our midst, it is a gift from God, and we are also transformed more deeply in God's love. We do continue to face challenges. Our buildings have had minimal maintenance for many years, and our beautiful and historical H.H. Richardson building is very expensive to repair. Our building committee, with sufficient support from the parish budget, has made great strides in stabilizing and renovating our parish house. Our historic building still needs a lot of work. I am so glad that we are facing these challenges together as our Vestry undertakes a feasibility study for a Capital Campaign right now.

I thank God every day for the dedication and support of so many folks at Grace Church. Especially, to our hard working Wardens, Linda and Margaret, and Treasurer, Naida, to Wes Foote, Jr. and Carolyn Rogers who never seems to miss a day at Grace Church and our awesome and insightful Vestry. I also want to thank our dedicated Staff – Carol, Ruth, James, Tim, Saul and Coreen and our interns, Rachael and Stephen. Everything that happens at Grace Church is the result of the faith, dedication and contribution of every single member. Thank you!

Please pray for me, as I pray for you.

Peace,

A handwritten signature in black ink, appearing to read "Noah H. Evans" with a small cross or symbol at the end.

The Rev. Noah H. Evans  
Rector

## The Wardens 2010 Annual Report

2010 started off with news of a tragic earthquake that hit the island nation of Haiti. As only Grace Church members can do they rallied around and collected more than \$1400 for the of earthquake victims. As you may know we have several members in the congregation that are from Haiti and we continue to hold their friends, families and the people of Haiti in our thoughts and prayers as the slow rebuilding efforts continue.

So as we reflect on this past year we can't help but be excited about being a member of Grace Church. So many fabulous things have been happening here. Through the Holy Spirit, Father Noah, the Vestry, and many church members have accomplished so much over this past year. The following are just a few of the many exciting things that happened in 2010.

- ❖ One of the vestry's goals of 2009 was accomplished in January 2010 when Noah went from three-quarter to full-time as priest in charge while still maintaining a balanced budget.
- ❖ We increased our staff members by adding:
  - A new part-time bookkeeper, Tim Kaelin
  - A new part-time sexton, Saul Portillo
  - A new part-time Christian Formation Director, James Liberge
  - A new Diocesan Intern, Stephen TreverWe would like to extend our appreciation for all the hard work and gifts they have brought to our parish.
- ❖ Diomass Leadership Development Initiative (which was started in 2009) created two amazing campaigns.
  - Food for thought campaign during Lent spearheaded by Rachel Pettengill and several members of the congregation. It was such a successful campaign we filled 144 boxes with food for our local food pantries.
  - Through "GreenUp CleanUp" we organized over 250 members of Grace Church and our surrounding community to clean up some of Medford's shared open spaces (such as parks and playgrounds) as part of our parish-wide environmental stewardship program. There was amazing success, we cleaned up seven parks.
  - This past fall Grace Church hosted Leadership Development Initiative meetings for the Diocese's newest group of leaders from seven churches.

- ❖ Greening Grace committee was established.
  - Eco Palms for Palm Sunday.
  - Completing a HEET weatherization audit and Barn Raising.
  - Various recycling programs.
  - A commitment to using less paper products at meals.
  - Just to name a few of our environmental initiatives.

We would like to thank Jonathan and Alicia Hunt for bringing their gifts of passion for the environment by making us all more aware of our carbon footprints.
- ❖ We started a Senior Men's group, which meets once a month at John Brewer's Tavern for lunch.
- ❖ Community and Parish Life events
  - Mardi Gras Pancake Supper.
  - Silent auction with Spaghetti Supper
  - Two parish Picnics
  - Game Night
  - Three Newcomer Lunches
  - Coffee Hour hosted by our dedicated kitchen host(s)esses
- ❖ Education.
  - Great Adult education
  - Amazing Children's educational programs both Sunday and Wednesday
  - Children took day trip to Heifer's International Learning Farm.
  - Rite 13 and the Vestry had a bowling night
  - 25 children from Grace attended Barbara C. Harris Camp this past summer!
- ❖ Outreach ministries.
  - Donations made to Caritas house of sheets blankets and pillows
  - English as a second language volunteers
  - Young adult mission trip to NYC
  - Plans began for an Adult Mission Trip which is scheduled for this February 2011.
- ❖ Pastoral Care:
  - With the addition of so many new babies to our community, a meals program was created to assist families during this transition period.
- ❖ Building Committee
  - A working building committee has been formed to deal with all things 'building and repair' in our rectory, parish hall, Sunday School/GraceWorks floor and our beautiful worship space.

- The following are just a few of the building restoration and improvements: New music and education, stove, Graceworks bathroom renovation, handicap ramp, painting and renovation of parish hall, new sound system in parish hall.
- The church has hired a consulting firm to conduct a feasibility study surrounding a possible Capital Campaign. The Capital Campaign would finance the much needed repairs of our worship and community space.
- ❖ Finances/Treasury
  - Grace Church balanced our budget (again!) thanks to the sound fiscal management of the Finance Committee and Vestry.
  - Earlier in the year, the church was blessed with a financial bequest from Eleanor Wiles. The Vestry prudently made the decision to replenish our endowment with this gift and to defer any decision on expenditure until after 3/31/11.

In addition to the many accomplishments outlined above, the important work of Discernment was undertaken as a parish. The process, which began in April and ended in December, resulted in the parish outlining major goals for the next 5 years and the calling of Father Noah Evans as our 18<sup>th</sup> Rector.

Through all of this, we continue to have vibrant and spiritual Sunday services which always renew us and also draw in many newcomer's and visitors to Grace. Thank you to the choir, Ruth Roper and all those who work so hard each week to make every Sunday meaningful : the Altar Guild, LEM's, Lectors, Acolytes, Ushers and Parish Staff.

We personally thank all of the Vestry members for their dedication, hard work and leadership to the Church. It has been a great pleasure working with all of them as we experience first hand the great blessings that God has given our Grace Church Family. Please join us in thanking June Pietrantonio, David Lee, and Larry Rogers for their faithful commitment to the Vestry as they conclude their terms.

Respectfully Submitted,

Linda Rogers and Margaret Smist  
Wardens of Grace Church

# **GRACE CHURCH NOMINATING COMMITTEE 2010-2011 ANNUAL REPORT**

At the 2010 Annual Meeting Wesley Foote, Jr., Susan Malts, and Jane Scherban were elected to serve on the Nominating Committee. In accordance with our Bylaws (Article I, Section A.2) Vestry Members whose term ends at the 2010 Annual Meeting automatically became members of the Nominating Committee: David Lee, June Pietrantonio, Larry Rogers, Margaret Smist Sr. Warden and Linda Rogers, Jr. Warden. June Pietrantonio agreed to serve as Committee Chairman.

In accordance with our Bylaws, the Nominating Committee held its first meeting in September and began the work of finding committed, qualified, enthusiastic parishioners to serve in leadership positions. Filling the officers and vestry positions were the first priority. In subsequent meetings Delegates to Convention, the Deanery, and the Episcopal City Mission were sought. The Vestry advised the Nominating Committee to hold off nominating parishioners to the Medford Council of Churches until such time as the activity of the Council could be ascertained. In addition to publishing notices in the Newsletter and Sunday Bulletins, members of the committee personally contacted members of the parish. The final list of nominees was completed and forwarded to the parish office for posting in the warrant for the February 13, 2011 Annual Meeting.

## The Nominating Committee submits the following for nomination:

For SENIOR WARDEN: 2-year term: LINDA ROGERS

For JUNIOR WARDEN: 2-year term: BRANWEN SMITH-KING

For VESTRY: 3-year term: JAMES KLASEN

For VESTRY: 3-year term: GENITA JOHNSON

For VESTRY: 3-year term: CINDY SCOTT

For VESTRY: 1-year term: MARGARET SMIST

For DELEGATE TO DIOCESAN CONVENTION: 2-year term: MARGARET SMIST

[JAMES KLASEN—ELECTED IN 2010 TO A 2-YEAR TERM—WILL SERVE HIS SECOND YEAR IN 2011]

For ALTERNATE DELEGATE TO DIOCESAN CONVENTION: 1-year term: JANE SCHERBAN

For DELEGATES TO DEANERY: 1-year terms: BARBARA NOVES, BRENDA PEARSON, JIM NORTON, HALLIE LEE, JANE SCHERBAN

For DELEGATES TO EPISCOPAL CITY MISSION: 1-year terms: SUSAN MALTZ and SARAH MASCIAVE

The Nominating Committee is pleased to have served Grace Church in this capacity.

*JUNE PIETRANTONI, Chairman*

## ACOLYTES 2010

The young people who serve as Acolytes have continued a very efficient and faithful service this year. By way of listing, we have eight who are accomplished as Crucifers; Ebby Akiba, Molly Fenn, Stephenson Lee, Nathan Brawley, Conor Daly, Elizabeth Pardy, Genita Johnson and Michael Lwanga. And we have thirteen younger boys and girls who are very faithful as Torch Bearers; Emily Brady, Caroline Daly, Michael Fenn, Emily Pardy, Timmy Lawanga, Sarah Brown, Jordan Williams, Christian Burger, Alex Celetti, Chioma Opara, Catherine and Elizabeth Woodbury. Jaeda Voll Hamel is waiting her first turn this month and we certainly welcome her to the group. This is good training in learning the ways of our Episcopal Church.

We thank Rachel Pettengill for ordering some new robes and cassocks. With the new candles we use, hopefully we will avoid the wax problems we seem to continually experience. We have so many children about the same size that we always seem to be in a size problem. These new robes should help stem that situation.

Submitted by  
Wes Foote

## Adult Education

In 2010 the adult education programming has continued weekly as part of the Wednesday's at Grace.

We have been very fortunate to have some excellent guest speakers along with Grace Church parishioners/staff present on a variety of topics. Some of the highlights thus far have been: the Rev. Kathy Venkatesh's series of Poetry and Spirituality, the Lenten Food For Thought series which included speakers from Episcopal City Mission, Project Bread, the Food Project and a showing of the movie King Corn. Bishop Tom Shaw's visit during Holy Week for a presentation on "the Journey Through Holy Week," our series on Sex and the Bible with the Rev. Cameron Partridge, our six week Episcopal Church Class on Wednesday Nights, The Rev. Anne Minton's three-week series on Islam, which also included one evening with a guest, Fatma Demirbas who shared her experience of being a faithful Muslim woman in America. Local historian Dee Morris gave a fascinating presentation on the history of the land beneath Grace Church, and Bishop Gayle Harris led a lively discussion on sexuality in Scripture. Margaret Smist, Jonathan McIndoe Hunt and Anne Frenning Kossuth presented on the Leadership Development Initiative, and Rev. Noah Evans led us in a healing prayer service. In addition to these, we had an advent series on the birth narratives of Matthew, Luke, and John led by Noah Evans, Rachael Pettengill, and myself. Also I was honored and privileged to begin this season's programming with a series on the history of Christian Contemplative prayer, and its relevance for everyday life.

As I write this, artwork from parishioners is being hung in the Parish Hall as we prepare to kick off a four-week series on Grace Church artists that will include presentations by author Oscar Greene, poets Brad Clompus and Julia Lisella, painter Adele Travisano, and a panel of other Grace artists and musicians. During lent, the Green team will host a series of topics on environmental justice and environmental stewardship which will include presentations by Bishop Bud Cederholm and environmental activist Marion Stoddart among others.

In addition to the Wednesday night offerings, there has also been adult education offered on some Sundays including an introductory series on the Episcopal church.

Submitted by Stephen Trever and Noah Evans

## ALTAR GUILD REPORT

**“I will not give unto the Lord that which costs me nothing,” either in material or time.**

**If Jesus was coming to your home for supper would you not want everything to be clean and polished? As we dress the altar and make ready for our Lord’s presence we need to keep this idea in mind. Therefore it is a privilege to be a member of the Grace Church Altar Guild.**

The Grace Episcopal Church Altar Guild continues their ministry of serving regularly, diligently and quietly at each opportunity presented. The Guild hopes their efforts help to increase the joy at weddings and baptisms, while lessening the pain and sadness at funerals.

Again we appreciate Joan & Bill Williams, who in spite of some physical problems, go to Wilson Farms in Lexington to pick up the lilies and the children’s plants for the Easter service and, A again for the poinsettias at Christmastime. By doing this Joan and Bill save us a substantial delivery charge. We are also blessed to have Ruthie Hall who loves to clean and polish the silver for the Easter and Christmas celebrations. And, we remember Ruby and Oscar Greene who gave selflessly of themselves; to serve on the altar for many years.

Tom Beckett who resides in Florida and considers Grace his parish has provided the altar with a number of beautiful things. He is very generous and we appreciate all he has done.

I would also thank the Altar Guild members who diligently serve at the 10:00 AM service, Adele & Dennis Hale, Dotty & Al Palladino, Olivia Bracken and Marie Glynn and Siobhan. I’m also very grateful to my husband, John Rogers Sr., who is always more than willing to help me. I also want to thank June Pietrantoni who serves on the altar for all of the 8:00 AM services.

Respectfully submitted by:  
Carolyn Rogers, Directress  
Annual Meeting 2011

## Grace Church Building Committee Report for 2010

The Building Committee is responsible for maintaining and improving the physical structure of Grace Church including all buildings and properties. Throughout the year, the committee members and other volunteers have dealt with numerous storm related and maintenance problems to keep the buildings operational. This work is ongoing and we are catching up on years of deferred maintenance though this will not happen overnight as people can see from the plaster issues around the Rose Window. If you notice a problem, please report it to [fixit@gracemedford.org](mailto:fixit@gracemedford.org) or report it to a member of the Building Committee.

The Building Committee members are:

- Warren Ramirez
- Wes Foote, Jr.
- Steve Viggiani
- Kate Woodward
- Jim Pearson, Jr.
- Jonathan Hunt
- Stephen Duggan

Some highlights from this year include:

- Dealing with flooding and water damage from several severe storms.
- Conducted Energy Audits with Mass Interfaith Power & Light and National Grid
- Hosted a Weatherization Barnraising to make the buildings more energy efficient
- Added new and fixed existing exterior lights including automatic timers for the lights
- Main electrical service replaced
- Electrical panel on stage upgraded and dangerous floor lights on stage removed
- Replaced commercial range with a smaller energy efficient electric ignition commercial range
- Renovated the GraceWorks Bathroom
- New sound system added to the Parish Hall
- Installed the Handicap Ramp enhancing our access for those with disabilities
- Established a problem reporting email list: [fixit@gracemedford.org](mailto:fixit@gracemedford.org)
- And numerous small repairs and painting throughout the year.

Next year will be even busier as we are already working on the major restoration project for the sanctuary to permanently address the water infiltration issues and restore the interior and exterior of the sanctuary. We have also begun a major lighting improvement initiative to increase light levels in the sanctuary and parish hall while at the same time saving energy. We are working on improving the physical security of the building and interior spaces and expect to replace our aged oil heating system with a pair of energy efficient and reliable natural gas boilers. We look forward to working with members of the parish and welcome suggestions, problem reports and assistance in restoring and maintaining our historic buildings.

Submitted on behalf of the Building  
Committee  
by Jonathan Hunt

## **Report from the Director of Christian Formation**

This past year has been a great year for myself here at Grace. This amazing group of youth and adults have done wonderful things in the past few months. Since October we have instated Sunday School classes starting at 9:45 giving parents enough time to drop their kids off and get to the service on time. It also allows teachers to have the proper time to prep and teach that they need to give our children the best education possible.

We have also seen our Middle and High School kids off to wonderful retreats at the Barbara C. Harris Camp and Conference Center in New Hampshire where they get to hang out with kids of the same faith but from different areas of the state. Another way to add to the growth of our youth and children here at Grace Church.

Please read below to see all that has been going on with our children and youth education programs in 2010.

You have welcomed me with open arms to which I will be entirely grateful for. This church has created a special home for our youth and children. Let's continue to do God's work together.

Blessings,

James

## **Sunday School Report**

2010 was Grace Church's first full year of using Gather Round, the new Sunday school curriculum. The curriculum covers Old Testament stories in the fall and then a gospel in the spring. In the spring of 2010 we taught lessons from the gospel of John. In the fall of 2010, we covered stories from Genesis. In the spring of 2011, we'll tackle the gospel of Luke. The teachers have been very pleased with the curriculum, which has a heavy social justice focus. We hope that the children are as happy with it as we are. We now have three classes every Sunday, having added a preschool class. In 2010, we also made Valentine's Day cards for senior and homebound parishioners, participated in the Walk for Hunger, and took an amazing field trip to Heifer International's learning farm in Rutland, MA. At the farm, the 4<sup>th</sup> and 5<sup>th</sup> graders learned about hunger in developing countries, pet the baby goats, and made a typical Guatemalan highlands meal from scratch, including fetching the water from afar, cooking tortillas on a wood stove, roasting coffee beans, and making black bean soup! We'll try to have a similar trip for younger children this March.

## **Annual Report for Godly Play I and II**

Deb Smith and Kristen Spence

### **Godly Play I: preschool age children**

Our 5:30pm Godly Play I class has mushroomed this year into a room full of infants, toddlers, preschoolers and parents! We continue to begin at 5:15pm with opening the room and allowing the children to enter, get used to the room and play until 5:45. At 5:45 we welcome the children and parents to the circle, have a brief story time (ten to fifteen minutes) and end with a song . This fall we covered some Old Testament stories, Baptism, and Advent. James Liberge had to cover one evening and had fun doing The Parable of the Mustard Seed with the children. The core group of attendees includes 8 children plus parents and siblings.

### **Godly Play II: kindergarten through second grade children**

Our Godly Play II class remains fairly small. Because the children have heard the basic stories so many times by now, we added some new stories this year. We did The Prophets, The Exile and Return, Ruth, Samuel and David, as well as the Advent series of lessons. We will continue to teach new stories this winter and to find other ways to challenge this group of students. They are enthusiastic learners!

We also began to use a new method of prayer to begin each class. The method is taught in a book called "Praying in Color: Kids' Edition. We attempt a few minutes of silence while coloring something (a leaf, an angel, a candle) and thinking about the person or thing we wanted to pray for. The finished coloring got taped to our prayer tree. The children loved this activity, and we most likely will continue to use it this winter.

Our core group of children numbered 6.

### **Faith Explorers**

Since Rite 13 is a two-year program, Grace Church needed a program for Middle Schoolers during the second year. We call this program Faith Explorers. We wanted a program that would be a good transition between our Godly Play curriculum and Rite 13 and would reinforce the relevance of faith in our modern culture. After looking at several programs we settled on "Making it Real and Relevant" by Heidi K. E. Hawks M.A., M.Ed. The program is a multimedia enhanced

topic-based Bible study for youth. It is comprised of Bible passages, contemporary Christian music, and video clips of current movies. Typically class starts with the reading of a Bible passage, the video clip reinforces the Bible passage, then the song further reinforces passage. The video clips are from very contemporary movies, such as; Spiderman Two, The Matrix Reloaded, Galaxy Quest, The Fifth Element. The selected clips are typically 2 minutes long and never above a PG rating. Each Wednesday we have between four and six students. The students really seemed to enjoy the curriculum and several have commented to the parents that unlike regular Sunday school these are real-life lessons.

Submitted by: John Rogers

### **Rite 13**

This year the Rite 13 program led by Maria Fenn gave our teens a safe haven to go during our Wednesday nights at Grace. Our teens talked about life issues and about what God means to them in their lives.

They were also helpful during Christmas time where they wrapped presents for the Giving Tree a program that gives kids in Medford an opportunity to have something to open on Christmas Day who cannot afford to own their own.

The Rite 13 class has been an integral part of our education program.

## **Community and Parish Life Committee 2011 Annual Meeting Report**

A year ago, the Community and Parish Life Committee was formed to organize and manage social events held at the church. During the 2010 year, the committee was involved in the following: The Annual Meeting, the Shrove Tuesday Pancake Supper, the End of School Year Picnic, our Fall Kick Off Picnic, the Discernment Brunch, the Homecoming Dinner held in December and most importantly, the regular Coffee Hours held each Sunday after service.

In addition, the committee had spent many meetings discussing the possibility of changing the format of the Fall Fair. The committee met with parishioners in the late spring. A new format was discussed, but as the date approached for the Fair it became evident that it would be difficult for the group involved to pull off the new event. The successful Homecoming dinner was held in its place in early December. We would like to continue to look for new and innovative ways to hold parish events which can draw in the community and also raise funds for needed projects at Grace Church.

Our Coffee Hour is continuing to grow, and it continues to be a very important ministry to welcome our many Newcomer's to Grace Church. As this report is being written, there are plans to revise our weekly coffee hours and involve more parishioners in this ministry. Please help pitch in and be willing to contribute when asked by a member of the committee!!!

If you would be interested in serving on this committee, please speak to one of our committee members: Carrie Cross, June Pietrantonio, Margaret Smist or Cheryl Woodbury. Many thanks to Nanci Palladino who served on the committee in 2010.

## Discernment Committee Report

For a period of 9 months from April – November 2010, the Grace Church parish worked with the Discernment Committee and the Vestry to learn more about who we are, what are our priorities and where we are being led in the future as a parish. At the same time, Father Noah was also in discernment to determine the same for his ministry.

Through the process, it was learned that the top priorities for the parish over the next 5-10 years are :

- maintaining and growing a diverse community while preserving a sense of intimacy;
- keeping young adults active and involved, allowing them to serve leadership roles, and meeting their spiritual needs (in particular the formation of a ministry for young adults);
- working through the building committee to preserve and protect our historic property;
- having a strong presence in the community and a commitment to social justice in the world; and
- ensuring that the clergy and the congregation are working towards the same goals.

During an interview with the Vestry and Discernment Committee, Fr. Noah expressed his firm belief in what we are doing now and the direction in which Grace Church is heading. Through the process, Father Noah's gifts were clearly a strong match for the congregation's own vision of Grace going forward.

In mid-November, the Wardens were able to announce that Father Noah Evans accepted a call to be the 18<sup>th</sup> Rector of Grace Church as of 1/1/11. An Installation was planned and celebrated on 1/19/11.

Thank you to the parish, the Discernment Committee, the Vestry and Father Noah for their work and dedication to this process.

Submitted by the Discernment Committee:

David Choi, Marie Glynn, James Kossuth, Jim Norton, June Pietrantonio and Margaret Smist

## Finance Committee Report

2010 was a busy year for the Finance Committee, generally meeting on monthly basis. Activities ranged from routine financial report review to exploring strategic short- and long-term management options of our reserve funds, including newly acquired bequest monies. The findings of Finance Committee efforts were reported back to Vestry for further consideration and vote.

Specific activities included:

- Reviewing financial reports for Grace Church and GraceWorks, such as budget reports, balance sheets, bank statements, and cash flow reports
- Researching and critically evaluating banking services and recommended best practices
- Reviewing the status of existing investment funds and liabilities (rectory mortgage)
- Evaluating cash, bond, and stock funds received in the Wiles bequest and responding to Vestry requests to examine short- and long-term (endowment) fund management alternatives/strategies
- Budget planning
- Assisting in preparing the annual Parochial Report financial statement
- Reviewing auditor findings and recommendations
- Holding a “financial forum” for the parish during the stewardship campaign in the fall

With the receipt of the bequest and a growing portfolio, we needed to shift our focus from largely working together to enhance day-to-day financial management systems and activities (which remain in good order) to longer-term planning and investment exploration. We were therefore excited to welcome Sean Kerans and Warren Ramirez to the committee this past spring, both of whom bring more investment planning and banking experience to the table.

We look forward to opportunities in 2011 to contribute to the continued strong financial management of Grace Church.

*Submitted by Naida Gavrelis*

*On behalf of Finance Committee: Stephen Duggan, Dennis Hale, Sean Kerans, Vincent Maganzini, Kathy Mumma, and Warren Ramirez*

## **GraceWorks Oversight Committee 2010 Annual Report**

The GraceWorks Oversight Committee (GWOC), composed of both church members and GraceWorks parents, meets with the GraceWorks Director on at least a bi-monthly basis to review programmatic and fiscal well-being. The Oversight Committee is responsible for reviewing the Director's performance on an annual basis and identifying ways to better advance GraceWorks' mission of providing affordable, quality child care.

During 2010, GraceWorks served 86 families in its early childhood programs, afterschool program, and summer camp programs. GraceWorks also made considerable physical improvements to the Grace Church facility and contributed over \$68,000 toward the Grace Church budget.

In 2011, GWOC is continuing to support GraceWorks in the process of applying for National Association for the Education of Young Children (NAEYC) accreditation. We also will consider further expansion of our early childhood programs in response to growing local need for these services.

Please reach out GWOC committee chair Abby Fisher Williamson or our committee members (Rev. Noah Evans, Katherine Anderson, Stephanie Brady, Vin Maganzini, Beverley O'Reilly, and Melanie McLaughlin) with any questions about the program.

Respectfully Submitted,  
Abby Fisher Williamson

## Green Grace Team Report for 2010

Grace Church has come a long way this year in its mission to be better stewards of the environment. The year began with the excellent GreenUp CleanUp project led by our LDI Team which not only cleaned up several parks throughout Medford, but also helped bring Grace Church to the awareness of the broader Medford community. The partnership with local business, the city government and other local groups has done wonders for Grace Church and the community is looking forward to us leading a second year of GreenUp CleanUp.

We have also greatly increased our recycling at Grace with the addition of the new single stream recycling bin and the continuation of the paper recycling we had begun the year before. The TerraCycling of juice pouches, coffee bags, chip bags, cookie wrappers, etc. has earned us \$75 and we expect that to be even higher next year if we can find some additional help to manage the influx of recyclable materials.

This fall, we established the Green Grace Team to assist the parish in making greener choices and sustaining our environmental stewardship efforts going forward. The team members are:

- Jonathan Hunt – chair
- Alicia Hunt
- Kristen Spence
- Jason Cluggish
- Kim Jackson
- Catherine Smith
- Stephen Trever

The committee has applied for two grants from the Episcopal Diocese of Massachusetts as part of the new Green Grant Program. If awarded the grants, we will install rain barrels for irrigation and upgrade the lighting inside to energy efficient LEDs. We hope to hear in early 2011 about the awarding of the grants. The Greening Grace team is also working to develop the Lenten Environmental Education Series for this coming spring which promises to be an amazing series of seminars and discussions on Wednesday nights starting with Bishop Bud Cederholm on March 16<sup>th</sup>. To get more involved with Greening Grace, contact a member of the team, or email [greeninggrace@gracemedford.org](mailto:greeninggrace@gracemedford.org). You can also follow the blog at <http://gracemedford.org/greeninggrace>.

Submitted by Jonathan Hunt

## Parish Historian Annual Report for 2010

Submitted by:

Allison Andrews

January 18, 2011

The Parish Historian organizes, protects and makes available the records and objects of historical interest.

In addition to the ongoing management of materials and inquiry requests:

### **Restoration:**

This year, planning for major repairs of the entire building (historical and newer sections) moved forward. The Historian continues to provide information from the archives (documents, photographs, and historical narrative) and is involved with the Restoration and Building Committees, and the team planning a capital campaign and interviewing fundraising consultants.

The Federal Save America's Treasures grant was resubmitted for funding repairs to the original building. A response is expected in January, 2011. With Brad Clompus and Noah, the Historian is reviewing applications for a grant writer for our historic building.

### **Lecture:**

Lecture on October 13 on "History of the Land of Grace Church." Local historian Dee Morris came to Grace for information and a tour of the site, and then delivered the talk, which was open to the public.

### **Bulletin Board displays:**

- Clubs and Guilds
- Poets among us, past and present
- the first Grace Church building, 1850

### **Parish Historians' Society:**

Historian attended the Parish Historians' Society annual meeting in April, and has joined their Board as an at-large member. Grace Church will host the upcoming annual meeting in April, 2011.

The 2010 meeting was held at Emmanuel Church, Boston. Topics presented: introduction to the history, making, and care of stained glass windows; disaster planning for protection of parish records against water and other types of damage; a tour of the church and Lindsay Chapel.

## Intern's Report

I begin this report with a confession. When I first stepped into Grace Church in September, I was very nervous! I had no idea what to expect as I left my sponsoring parish in Natick to begin this major step in responding to God's calling. I am happy to report that my experience here has been absolutely amazing. I am so impressed by the Spirit in Grace Church. This is truly a remarkable congregation in its unity-in-diversity, which exemplifies what Church in the image of the Kingdom is all about. The sense of hospitality and care that I experience at Grace is humbling, and it excites me when I see new faces coming into church on a Sunday and then see them return in following weeks. It is apparent that the Holy Spirit is very active in this place!

During my time here it has been my honor to get to know so many of the parishioners here, and I look forward to deepening existing relationships as well as forging new ones over the months to come. I have learned so much during these past four months, and I know that I will learn even more in the coming five months. I am grateful for Noah's great mentoring and guidance. He has taught me much both explicitly through his instruction and feedback, and implicitly as I observe him interacting with parishioners. I am also grateful for all of the feedback and constructive criticism given to me by parishioners. Most of all, I am grateful for the time spent sharing in the lives of fellow pilgrims on the way. I have learned much about the tasks of priesthood through my work with the adult education program, the 20's and 30's group, and preaching and serving on Sundays, but it has been the interaction with the people of Grace and the sharing and opening of hearts that has taught me about the real work of priesthood. I am deeply grateful for this time!

Respectfully Submitted by Stephen Trever

## KNIGHTS of KING ARTHUR

Every year the few remaining Knights of our boys group of years past gather together, with some additional friends, and continue the Christmas Wreath Project started more than fifty years ago as our organization's donation to the Church Fair. Even though our work space has been squeezed on to the stage because of the numerous building activities, with the sale of about 231 wreaths, we were able to contribute about \$ 800 to the parish budget. People use them for their front door, decorating their house or decorating the headstone of loved ones in the cemetery. As I drive around the city, I can point with pride, "there's one of our wreaths."

This year we had a work crew of John Schlesinger and Don Capuccio only, so they were really pushed to finish in time. Unfortunately, Butch Edgecomb had rotator cuff surgery on her shoulder and had to bow out. A special thanks to Don and his wife Jill for all the special efforts of cone and berry making prior to the decorating. Everybody always remarks how they love the smell of the evergreens in the Parish Hall. We look forward to the opportunity of providing our parish and friends the most beautiful wreaths around Medford next year, too.

Wes Foote  
Merlin

Report from the Micah Project Intern:

The last 6 months of my Micah year at Grace Medford was very exciting and fulfilling! I had the privilege of being involved in a number of community building and Outreach activities and got to serve with so many wonderful people.

During Lent I helped organized a campaign on Hunger Justice called "Food For Thought." The campaign began with a panel discussion of leaders from three different food pantries - St Francis (Bev Convery), St Luke's (Brenda Pearson & Barbara Novaes), and the Medford Unitarian Universalist Church. During Sunday Service we heard testimonies from Sara Folta, Mark McCurdy, Matt Fenn, and the youth of Grace. On Wednesdays we brought in speakers from Project Bread, Episcopal City Mission, Gaining Ground, and The Food Project. Some of the youth were also involved in serving at St Luke's soup kitchen and learning more about the food pantry at Medford UU, as well as going on a field trip to Overlook Farm in Rutland MA. And the entire parish participated in a food drive (organized by Nanci Palladino) which filled our Parish Hall stage with food that we then donated to the above mentioned food pantries. Huge thanks to everyone who was involved in the planning and to everyone who contributed in some way!

I also organized a mission trip for several of our teenagers. In July our teens (Conor Daly, Siobhan Glynn, Ebby Akiba, Ryan Connelly, Evan St Clair, and Katherine Timmins) went to New York City with the Youth Service Opportunities Project to serve in soup kitchens and food pantries throughout the City. The trip was led by Branwen Smith-King, Noah Evans, Matt Fenn, and myself. In order to fundraise, the teens organized a couple of babysitting nights and then put together a Spaghetti Dinner and Auction which raised over \$4,000! In September the teens shared their experience in NYC with the rest of the parish during a special coffee hour. Thank you to everyone who donated to this trip, it was really an amazing experience for all of us.

This Spring Grace Church decided to sponsor me for ordination, and I began to meet with a discernment committee for 8 weeks to discern my call to holy orders. The committee was chaired by Branwen Smith-King and included Sara Folta, Ruthie Hall, Dennis Hale, and Julina Rundberg. In the early Summer the Vestry voted to recommend me for postulancy and in the fall I was invited and attended postulancy interviews. And in December I was accepted! Thank you Grace Church for all your love and support in this process and for all that you have taught me. And big thanks to Noah, Sara, Ruthie, Julina, Dennis, and Branwen for all those hours you put in meeting with me and asking me all those difficult questions!

I have had such a wonderful time serving as your Micah Intern. You have all taught me so much. Thank you Noah for being an incredible mentor and teacher. Thanks to all the staff and vestry and leaders of the church for all your work, it has been a joy to work with you all. And to all of Grace Church, you will always be my home no matter where I serve in the future.

Rachael Pettengill

Micah Project Intern 2009-2010

# ♪ MUSIC REPORT 2010

submitted January 2011 by Ruth Roper, Minister of Music

We have had another year of beautiful music from our Choir. The talents, commitment, and spiritual energy of all in our choir, both newer singers and long-time members, has been a gift to Grace Church. Thanks and hurrahs again this year go out to Laura Duggan, a member of our choir, for the pageants she has produced, as well as to all the talented and spirited Grace actors and singers who participated. Deep thanks also to Jenn Woodward (choir member Kate Woodward's daughter) and her colleagues from Longy School of Music for the gorgeous Advent Lessons and Carols service in December.

## **A NEWLY REFURBISHED MUSIC/EDUCATION ROOM!**

Early in 2010 the Choir was thrilled to welcome Godly Play to share their space. The room formerly referred to as the "Choir Room" was refurbished from top to bottom, and renamed the "Music and Education Room" to reflect its new use as a multi-purpose meeting and rehearsal room at Grace Church. From the point of view of the Choir and the Minister of Music, this has been a wonderful improvement to the space, and to our sense of community and collaboration with other programs at Grace. Thanks to all who helped make this happen!

## **A NEW PIANO!**

After years of the choir enduring the ancient out-of-tune choir piano, a gracious donor generously stepped forward to fund the purchase of a new baby grand piano. Thanks and alleluias to Barbara Povey, who with her brother Alan donated the new piano in honor of their parents, Thelma and Edmund Povey. We now have a beautiful vintage Chickering baby grand piano to accompany choir rehearsals, and also available should there be a need for piano practice or lessons in the Music/Education room.

## **ORGAN REPORT**

Once again this year, I am repeating (below) a report compiled two years ago on the state of our organ and prospective work needed, as no action has yet taken place, and the issues discussed are still current or worsening. The excellent news is that we do anticipate incorporating at least some of this work into the upcoming 2011 Capital Campaign, and my hope is that next year's Annual Report will bring good news on this front. While we await the formation of a committee in 2011 to evaluate and oversee this project, let me reprint once again the report from last year's Annual Report.

### **REPORT ON THE STATUS AND DESIRED UPGRADES OF THE HOOK AND HASTINGS ORGAN AT GRACE CHURCH, MEDFORD**

During the Fall [of 2009] we requested a report from our organ tuner, Richard Pelland, to place on record his concerns and recommendations for our wonderful but ailing Hook and Hastings organ. Following are the notes he sent us. I can interpret the technical language to anyone who cares to know more.

I would summarize his report by concluding that this is a beautiful, historically significant organ which is in need of once-in-a-century repairs, and regular maintenance. Significant (but not complete) improvement could be accomplished with about \$17000 in modifications and repairs, and would take about 6 months, during which time some but not all of the organ would be playable most but not all of the time. In addition, a new console (keyboard) is recommended, at a cost of \$62000. This work is not currently urgent, as the organ is holding its own, but there are ongoing problems (notably a stuck great principal stop), and the organ could fail more seriously at any point. We need to keep these

financial and stewardship issues on the table at Grace as we plan for the future. If/when we choose to proceed with caring for the organ in a more intentional way, we would be well served to get one or two other evaluation/estimates, choose an organ company to work with, and take steps to secure funding from our membership, grants, etc.

**History of repairs:**

By the use of the paperwork you provided, as well as inspection, there is a time line that can be established.

Sometime after WWII Rostron Kershaw did major work to the organ including the addition of the unit Bourdon, Trumpet behind swell box, moving pedal Bourdon and Principal back to make room for the Trumpet.

1969- Lahaise evaluated the organ and probably took over the maintenance and tuning.

1974-75- stop actions repaired and Trumpet moved to its present location behind the facade. \$2,700.00.

1982- Report by organist Privitt that the organ now unplayable and stop actions dead (again after only 7 years?).

May 1983- contract with Lahaise for 17 items to be done at \$32,000.00 (includes tonal changes and additions to Swell).

1985- work completed, but much is now [2008] failing again and there are new issues to deal with.

2000 Richard Pelland makes recommendation for repairs and modifications. [Note: this 2000 report is on file at Grace.]

**Problems with the organ as of 2008**

1. Swell engine is still inoperative.
2. The console, now approx. 80 years old, should be replaced and not rebuilt. [Electrical connections and combination action are worn and frequently malfunction.]
3. The organ, pipes, interior, chests, everything is filthy and needs to be cleaned.
4. Chests need work to sliders, note actions and stop actions while pipes are out.
5. Trumpet needs to be rebuilt by Sam Hughes.
6. The issue of Swell tuning access needs to be corrected.
7. I would seriously consider reversing some of the changes that were made to the Swell especially the unit Bourdon/Flute that appears everywhere.

**Rough Estimates for Work:**

1. Great: tuning and repair to the cipher in the facade chest. Wash Great pipes and do repairs; 6 X \$500 = \$3000.00.
2. Clean Great chest, pull up toe boards, re-shim sliders, check table for cracks and repair as needed. Min \$1200 max \$2000.
3. Great pipes revoiced as needed upon installation after washing approx \$800-900.
4. Trumpet rebuild: \$5300.00 including removal, crating, shipping and reinstallation.
5. Open up facade chest and Trumpet chest and check condition of leather valves. Min \$300 max approx \$2600 if they need to be done and they probably do.
6. Releather the blown out winker under the Great \$300.
7. Replace swell engine \$1800.

The above prices depend upon our being able to use a small portion of the parish hall for a work area.

Crating and transporting to my shop would double the cost.

So, you are looking at about \$17,000. This is all for restorative work with no changes to the organ. This work will have a major positive impact on the sound of the organ. This is a practical amount of work that could be done and completed within 6-8 months.

If an "angel" appeared and wanted to donate the "<name> Memorial Console" \$62000 would get that done.

This project will need much more careful thought before I make my [formal] recommendations. The instrument is really beautiful, designed for the room it is in by people who really knew what they were doing. So, I feel we have to step back and not rush into massive expense until the plan is clear.

Submitted by Richard Pelland, by e-mail 9/5 and 9/6/08 (edited by RSR)

In faith,

***Ruth***

Ruth Roper, Minister of Music

January 2011

## **OUTREACH AT GRACE 2010**

Outreach kicked into high gear at Grace Church in 2010! The Outreach Committee was an organizing force – but it was the time, talent, and treasure of everyone that helped make it such an amazing year.

### *Hunger*

Through the **Lenten hunger campaign**, spearheaded by Rachael Pettengill, the stage in the parish hall was *filled* with food for local pantries. Not only did we help feed hungry people in our community, but we learned a lot more about this issue. We also continued our support of **St Luke's Community Kitchen**. We now have a small army of volunteers who help set up, cook, and serve on the Saturdays when it is our turn! Volunteers from Grace also made several outings to the **Greater Boston Food Bank** to help sort and repack salvaged food. Parishioners continued to bring food each Sunday for the **food pantries**, and to provide funds and grocery store gifts cards (**Food Giving Cards**) for those who come to the church doors in need.

### *Housing*

Through **Warm Bodies Warm Hearts**, we helped our neighbors at the Caritas House as they are trying to rebuild after a fire. The Caritas House provides an affordable, clean, and safe place to live to single adults who are either making minimum wage (the “working poor”) or living on very low fixed incomes (usually elderly). Grace Church responded with an abundance sheets, comforters, pillows, blankets, and towels. Then, on the 16<sup>th</sup> of December, a large heavy package arrived at church. Inside were 16 twin sheet sets, enough for every bed in the house. We are very grateful to this anonymous angel! And to *all* of you for your generous support.

### *Mission and Justice*

Inspired by the St Luke's ministry, we were looking for a mission project that Grace Church could take on as its own to make an impact on our community. We have many neighbors here in Medford who are recent immigrants, and we felt that providing them with an opportunity to learn English had the ability to change the course of their own and their children's lives. It allows them to read to their children, find new and better jobs, and even to achieve citizenship and vote. We **partnered with English@Large** to help train volunteer tutors. We hope this program will continue to grow in the new year!

The **B-SAFE Summer Program** also seeks to change lives – specifically, the lives of low-income children. Instead of staying inside all day by themselves during the summer, since their families have trouble paying for childcare, through B-SAFE they have a place to learn, play, make friends, and just enjoy summer. Last year marked the 3rd year that Grace has been an active participant in this program. We helped provide food and funding for a fun summer field trip.

Imagine being unemployed, trying to get a job, but not having the money to buy the clothes to “look the part”. Imagine a family with 6 children, on a very low income, trying to make it through a Boston winter with all the coats, hats, gloves and boots that entails. In our abundance, we think of clothing mainly in terms of looking nice – and we forget that it is such a basic necessity. At Grace Church, under Maria Fenn’s direction, **clothing pantries** were held in spring and fall. People were lined up outside well ahead of opening time, demonstrating the need this crucial ministry helps to fill.

### *International Issues*

Outreach implemented regular donations to the **Heifer Project**. This year, we donated two goats at Easter; and a sheep, a flock of chicks, and a flock of geese at Christmastime.

We responded to the earthquake in **Haiti** by donating over \$1000 to relief organizations.

### *Plain Old Christmas Spirit*

As a congregation, we made Christmas much merrier for 8 families, with a total of 29 children through **The Giving Tree**. Thanks to Linda Rogers for organizing; to all of you for the toys, games, clothes, and gift cards that poured in; to Rite 13 for wrapping; and to the anonymous donor who wrote a “blank check” to fulfill any remaining needs once everyone had chosen their stars. This is what Christmas is all about!

### Looking Ahead to the New Year

There are so many needs in our community and beyond. The past year has demonstrated that we have an abundance of collective resources and a deeply caring spirit to help meet those needs. In the new year, we are planning on developing a focus and vision for the Committee. We want to consider prayerfully where God is calling us. We will be engaging in conversations toward that end.

Please join us! The Outreach meetings are generally open to anyone interested. The Outreach Committee is: Jane Scherban (Chair), Maria Fenn, Sara Folta, Dottie Palladino, Nanci Palladino, Brenda Pearson, Rachael Pettengill, and Linda Rogers.

## Parable Players

In 2010, the Parable Players of Grace Church presented two productions:

The Passion Play on Palm Sunday and The Christmas Pageant on December 18th which was followed by a church dinner. In both plays, we used a large intergenerational cast to tell our story. Of special note, was the addition of theatrical lighting in our December production, courtesy of Day Farenga and her crew. Also, Gloria Craven stepped forward to volunteer to make the beautiful costume worn by our lovely Gabriel! Thank you Lord for sending me those two angels! In 2011, I look forward to having some new angels join the Parable Players.

If you feel the "call," don't hesitate to talk to me! We can always use more actors, stage crew, prop people, tech support, and costume makers!

For Passion Play 2011 scheduled for Palm Sunday, April 17th, our educational coordinator, James Liberge, and I have already begun work. As done for the Christmas Pageant, there will be two Saturday rehearsals from 10:00 AM to noon on April 9th and 16th. Also, I will be teaching our two songs on Wednesday evenings before dinner.

Everyone will have an opportunity to sing. Also, I will be working with our actors one-to-one at every opportunity I get!

For those who want to know if there's anything really big or new planned for this year's Passion Play, I say, "Come to church at 10:00 AM on Palm Sunday and find out! Better yet, be a part of it!"

Laura R. Duggan

Director of Parable Players

## Stewardship Committee Report “Visions of Grace”

The Stewardship Committee is very active in the Fall of each year, but did you know we begin our work in the summer and continue to meet into the early winter? The Stewardship committee works to explore and educate the parish on the use of their time, talent and their treasure (financial pledge).

With the growth and influx of new members, it has become important for the committee to be able to incorporate new members into the parish and help them understand how we fund our budget thru pledges and other sources of income. This year, the committee worked again with the Finance Committee to set our stewardship goals based on the 2011 proposed budget.

We have so much to be thankful for: the call of Noah as Rector, our increased educational programming, our active mission and outreach ministries, our revitalized pastoral care committee, a thriving and growing GraceWorks program and much more. Throughout this year, our parish has also grown – attendance has increased 20% from 2009 to 2010!!

With this growth, comes the need for additional staffing and programming. **Our Stewardship goal has been set at \$200,000 for 2011 to cover these expenses. As of the writing of this report, we have reached \$190,000.** If you have not turned in your pledge form yet, please do so – every pledge counts!! If you are new to the parish and would like additional information, you can speak to a member of the committee or to our Treasurer, Naida Gavrelis. Brochures and other written information are also available from Carol in our church office (office@gracemedford.org).

Many thanks to our faithful members, a thank you to Sarah Masciave for her VISIONS OF GRACE graphic design and THANK YOU to our stewardship committee for their hard work on 2011 campaign: Sean Kerans, Cindy Scott, Wes Foote, Steve Viggiani, Margaret Smist and Noah Evans.

Respectfully Submitted,  
Margaret Smist

**Grace Episcopal Church  
Medford, Massachusetts**

**Treasurer's Report for 2010**

**Summary**

2010 was another important year in the life of Grace Church's finances.

We successfully transitioned to a new accounting system, benefited from the effective services of a professional bookkeeper and CPA consultant, secured better banking services, continued to strengthen our financial management systems, and have nearly caught up with our financial audits.

We ended the year with a surplus, due primarily to the receipt of a large one-time, year-end contribution and slightly lower than projected overall expenses. In addition, our annual pledge goal was met and GraceWorks continued to contribute its sizable and growing share to our operations. Vestry, with the help of the Finance Committee, will evaluate how best to invest these reserves as we continue "catch up" and plan for the future. It's important to realize in future planning that unexpected circumstances and/or decreased revenues in a given year could possibly result in a deficit situation for which we would want to be prepared.

Also in 2010, Grace Church began to receive funds from a sizable bequest from the estate of Eleanor Wiles, a former parishioner. As communicated previously to the parish, this bequest is an amazing gift and offers an opportunity to further help us get our financial footing back and rebuild our endowment. It is not, however, a means for meeting all of our financial needs (e.g., tending to the multiple needs of our building). To ensure thoughtful planning and decisions around these funds, the Vestry voted not to allocate or spend any of the bequest principal prior to March 31, 2011.

Our increasing financial stability is the result of strategic planning, strong stewardship, and wise financial management, which needs to continue. Thanks to all who have played a part in this—that is, Noah, our wardens, vestry, finance committee, parish administrator, bookkeeper, Sunday counters, audit team, and each and every one of our members.

**2010 Financial Highlights<sup>1</sup>**

- The operating budget was closely monitored and adjusted as necessary throughout the year to meet operational needs. We ended the year with an approximate \$25,000 surplus.

*2010 Budget Report (Actual vs. Budgeted), January 1, 2010 – December 31, 2010 and  
Grace Church Balance Sheet (unaudited) will be distributed under separate cover.*

---

<sup>1</sup> The information presented herein has been detailed throughout the year in the monthly treasurer reports prepared for Vestry, which are posted each month with the Vestry minutes and on file in the church office. Additional financial back-up documentation/detail is available, which I would be happy to share with anyone at any time.

- Per Vestry vote, the 2010 budget was amended in the spring and fall to adjust for the following:
  - Addition of Sexton salary and associated payroll/worker compensation insurance costs and cleaning supply costs.
  - Decrease in projected cleaning service fees after hiring the Sexton.
  - Increase in GraceWorks' fair share (contribution for Sexton and additional fair share associated with the addition of the new classroom).
  - Slight decrease in rectory rental income to reflect decision to keep rent flat.
  - Decrease in projected bookkeeping expenses.
  - Addition of part-time Christian Formation Director salary and insurance costs.
  - Addition of environmental stewardship and Tufts ministry expense line items.
- GraceWorks continued to be a large source of Grace Church's operating income (15% of program tuition income and \$1,200/month contribution to help cover Sexton expenses).
- As of January 1, 2010, new accounting software (QuickBooks) became effective. QuickBooks tracks 1) operating funds, 2) memorial gift funds, 3) building funds, and 4) non-operating outreach/mission funds. The Treasurer and Finance Committee reviewed associated financial reports on a regular basis and reported out to Vestry monthly.
- Contribution income (pledges, special gifts, etc.) was entered and tracked in our church database. Quarterly contribution statements were issued to contributors within two weeks of each quarter's end.
- A permanent bookkeeper—Tim Kaelin—started with us on January 8, 2010. Tim initially worked one day a week, but was able to reduce that to a bi-weekly schedule. Tim handled/tracked all Grace Church and GraceWorks deposits and disbursements, performed monthly bank statement reconciliations, and generated key financial reports.
- Meredith Smith, CPA, brought on board as a consultant in December 2009, continued to provide services on an on-call basis and conducted mid- and end-of-year review of our QuickBooks financial records.
- Meredith and Tim assisted in developing a financial operations manual, with a set of standard operating bookkeeping procedures and practices for Grace Church and GraceWorks.
- Per Vestry approval, Operating and Memorial Gift funds were moved from Century Bank to interest bearing checking and money market accounts at the Brookline Bank.
- Audits of Grace Church (2007 and 2008) and GraceWorks (2008) books were completed by an Internal Audit Committee, approved by the Vestry, and submitted and accepted by the Diocese.

- The financial statement for the annual Parochial Report was prepared by the Treasurer/Finance Committee and approved by Vestry on April 20, 2010.
- Grace Church received an inventory of the Eleanor Wiles bequest—a combination of cash, bonds, and stocks totaling just over \$1 million. Cash receipts are currently held in an interest bearing money market account, bonds were transferred to the church’s name with quarterly interest transfers to the standalone bequest fund, and stocks transfers are still in process.
- The Finance Committee was expanded to include more financial and investment planning expertise (see Finance Committee Report).

## Looking Ahead to 2011

Much short- and long-term financial strategizing and planning is anticipated in the year to come. Our operations are growing and will require continued careful fiscal management.

- **2011 Grace Church Operating Budget.** In December 2010, the Vestry approved a \$375,525 balanced budget (*distributed under separate cover*). Notable changes include:
  - Increase in pledges (+\$15,000).
  - Increase in investment income (interest/dividends from the Wiles Bequest funds) (+\$26,610).
  - Full-year coverage for Christian Formation Director (position added in Fall 2010)
  - Cost of living increase in staff salaries.
  - Coverage of continuing education for the music director.
  - In addition to routine maintenance, the Building Committee’s recommended annual target of \$30,000 to cover building deferred maintenance expenses (\$12,000 more than 2010).
  - Adjustments to utilities, administrative, and program line items informed by 2010 actuals and research on anticipated 2011 costs.
  - Inclusion of clergy sabbatical savings (\$1,000) and 1% of operating budget set aside designated for maintaining our building reserve.
- **Financial Audits.** Grace Church has enlisted the support of an outside independent auditor to complete the required audits of our 2009 and 2010 books.
- **Financial Planning.** The Treasurer and Finance Committee will continue to support Vestry in financial planning activities.

*Respectfully submitted by  
Naida Gavrelis  
Treasurer*

## Tufts Ministry Report

During the early Spring I began to explore connections with students at Tufts University. As I met with students I began to hear how the Episcopal students have not had a place where they could worship on campus. They explored other chaplaincies in an effort to find community, but continued to feel out of place either because they were visiting chaplaincies at other colleges or chaplaincies where they were unable to take communion. So in the Fall of 2010 I began to serve at Tufts University as a Relational Evangelist with the Life Together Internship Program. This includes the Micah Project - I am serving as a second year intern.

As a Relational Evangelist I met one to one with about 5-10 Tufts students a week, listening to their stories, their experience with the church growing up, their experience at Tufts university, and their passion concerning christian community and social justice. I also met with other chaplains and leaders on campus to learn more about Tufts and their commitment and experience with social justice, as well as local organizations in Somerville and Medford who are dedicated to help those in need.

The students I met with eventually formed an Interfaith leadership team interested in Social Justice. They attended Public Narrative and Community Organizing trainings with the Hope in Action campaign (part of Life Together) to develop leadership skills. In December the students discerned that the area of justice they felt the most passionate about is LGBT justice and have begun to strategize a campaign on LGBT justice - most likely involving the Transgender Rights Bill which will be refiled in January 2011.

I have also been working with the Protestant Student Fellowship, helping to rebuild the protestant chaplaincy. This upcoming Spring of 2011 I intend to focus more on forming a leadership team for the Protestant Student Fellowship focused on building that community and ministry on campus.

Rachael Pettengill  
Lay Associate for Student Ministry

## 2010 Usher Report

Once again Jill and I would like to express our appreciation to all the members of the congregation who volunteer their time to be ushers. It is a small but important part of the service to ensure that all people who come into the Church on Sunday feel welcomed and to offer assistance when necessary. They also perform many other important tasks to assure the services runs smoothly, and finally clean up the Church after everyone has left. Now, after reading this, if there is anyone who thinks they might like to be part of the ushering team, please feel free to either speak or email Jill Capuccio [jccapuccio@aol.com](mailto:jccapuccio@aol.com) or my self, Linda Foote [gibbyfoote@comcast.net](mailto:gibbyfoote@comcast.net).

We currently have 24 active ushers two of which faithfully alternate covering the 8:00 am service, Wesley Foote, Sr. and John Schlesinger, and we thank them for their dedication.

Katherine Anderson-Wirz, Kathy Mumma, Cynthia Nwachukwu and Abby Williamson are on our inactive list, we hope temporarily, while they are busy with there young families.

We would like to thank Larry Rogers, Bill Williams and Agnes Opara who are no longer available to usher.

Lastly, but most importantly, we would like all the young people who are always willing to process the elements, know how much we appreciate their help.

Respectfully submitted,

Linda Foote

Jill Capuccio