



st. andrew's
episcopal church

Annual Report 2022

Prepared for the
Annual Meeting of the Parish
January 29, 2023



OUR MISSION

Welcoming. Growing. Caring. All with joyous hearts. That's who we are. Together, our church community is seeking a deeper relationship with Christ; supporting those in need in our congregation, neighborhood, and beyond; and having a lot of fun along the way.

GUIDING PRINCIPLES

With Christ at the center of all we do and believing that all baptized persons are gifted and called to minister to others in the name of Christ, we at St. Andrew's Church work to offer a variety of ministry opportunities for all who want to grow in faith. Pledging our support of these ministries, the Vestry commits to providing guidance, resources, and encouragement for these groups to carry out their mission and ministry.

Our worship balances traditional liturgy with new and innovative ways to connect with God, each other, and the community. We have dynamic programs for those exploring their journeys as Christians. We provide an environment that allows children to enjoy worship and Christian formation. We are learners and doers with opportunities for all to become involved.

STAFF

The Rev. Dorota Wright-Pruski, Rector

Ms. Mallory Nonnemaker, Director of Family Ministries

Mr. Brandon Heishman, Music Director & Organist

Ms. Emily Blecksmith, Parish Administrator

The Rev. Rachel Rickenbaker, Supply Priest (November 6, 2022 – February 22, 2023)

ST. ANDREW'S VESTRY

Mr. JC Scott, *Senior Warden*; Mr. Mike Rauseo, *Junior Warden*;

Mr. David Adcock, Ms. Camille Benton, Ms. Sarah Flowers, Ms. Elissa Ghosh,

Mr. Bob McCabe, Ms. Rosalía Rodríguez-García and Mr. Mark Seip

Ms. Doris Smith, *Treasurer*; Ms. Marie Hone, *Vestry Register*

TRUSTEES

Mr. John Bartlett

Mr. Richard Knight

Mr. Rhett Petcher

The cover photo was taken by Marcela Scott at the Christmas Eve service, 2022.

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2022 MINISTRIES OF ST. ANDREW'S

Worship

Music/Choirs — Brandon Heishman; Family Service — Mallory Nonnemaker;
Altar Guild — Ana White; Lay Worship Leaders and Supply Clergy — Ana White

Formation — Vestry Liaison — Sarah Flowers

Family Ministry — Mallory Nonnemaker;
Glorious Companions — Carol Kiranbay

Communications — Vestry Liaison — Rosalia Rodríguez-García

Communications Ministry Team — Joe Klem
Church Office — Emily Blecksmith

Outreach — Vestry Liaison — Camille Benton

Outreach Ministries — Marcela Scott; Endowment for Human Needs — Marcela Scott;
Outreach Projects: Haiti partnership — Carol Kiranbay and Libby Schollaert;
PathForward Sandwich making — Marcela Scott;
Backpack project — Jen Gowetski; Garden and Orchard — Ted Edwards;
AFAC Canned Food Assistance — Marcela Scott; Christmas Angel project — Jen Gowetski

Parish Life — Vestry Liaison — Elissa Ghosh

Welcome and Fellowship — Jean Lynn; St. Andrew's Players — Jane Massant;
Poetry Fest — Helen Ely; Congregational Care — Karen White;
St. Anne's Guild — Joyce Fall

Finance

Finance Committee Chair — Doris Smith; Counters — Joy Oakes;
Golden Jubilee Trust — Bob Len; Memorials Committee — Lloyd Starns;
Christmas Trees Sale — Bob Len

Stewardship — Vestry Liaison — Bob McCabe

Stewardship Committee — Jen Gowetski, Christine Ensley, Tom Cassidy,
Mary Lynn Rynkiewicz

Physical Plant — Vestry Liaison — David Adcock

Duty Officer Ministry — Jean Lynn; B&G Committee — Jim Williams;
Playground — Heath Flowers

Sacred Spaces

Sacred Spaces Committee Chair — Warren Marton

Ministries of Leadership

RECTOR'S REPORT

The Rev. Rachel Rickenbaker

Dear People of St. Andrew's,

What a joy and gift it has been to serve with you for these past 3 months. I am grateful for the gifts that you all bring in service to God, most especially for your willingness to adapt and to jump in where your gifts are needed. From helping prepare for funerals to selling Christmas trees and baked goods to caring for and visiting parishioners in need, you all at St. Andrew's truly have God at work in you!

In the month of November, as Rev. Dorota began her parental leave, I began as your supply priest on All Saints' Sunday. Soon thereafter, in both November and December, we laid to rest some of the beloved saints of this parish. I appreciated so many of you who stepped in with careful planning and compassionate care for details. Toward the end of the month, we began the season of Advent, and the church was beautifully arranged with purple linens and the Advent wreath. Our music changed to reflect the season, and with Brandon Heishman and our amazing choir's help, we learned the new Advent settings for worship. We began the new season, as well, with a Sunday morning Advent study I led on God's promises and how we experience those promises still today.

In December, we continued with Sunday worship in the season of Advent, and with the weekly adult formation series. We furthermore began preparing for Christmas Eve and Christmas Day services. St. Andrew's was flexible in moving to one Christmas Eve service this year, and it was a joyful experience. Mallory's attention to inclusion and details helped bring together a lovely service for all ages, as we celebrated God coming among us in Christ Jesus. The following morning, we continued our Christmas celebration as we gathered again for a Christmas Day service. A special thank you to all who helped bring both Christmas Eve and Christmas Day services together in such a busy time of year.

In December we celebrated our seminarian Brandon Nonnemaker's ordination to the transitional diaconate, another step towards ordination to the priesthood. I have been so grateful for Brandon's always-ready willingness to serve, and I know we all look forward to seeing where God leads him. On the diocesan level, December also brought the retirement of Suffragan Bishop, the Rt. Rev. Susan Goff, and the consecration of our new bishop, the Rt. Rev. Mark Stevenson.

The new year and this Epiphany-tide has started off strong with weekly worship, opportunities for service, and now the annual meeting; a look at where St. Andrew's has been and where you all discern God is calling you to go and to grow. I have been so grateful for each of you, especially for the truly incredible staff, Vestry, and lay leaders here at St. Andrew's, who have helped my transition here for this season to feel smooth and relaxed. I am thankful for each of you who has given of your time, talents, treasures, and energies to furthering the ministry of Christ here and beyond. The ministry of the church is never just

for a specific community, as wonderful as each parish is. Your gifts and service go beyond this place, as God's Kingdom continues to break in and spread all over.

We're never entirely sure of all the ways that God will use each of us, and we don't always see how far the Gospel will spread when the Spirit works through us, but we open our hands and hearts; like Isaiah, Mary, Joseph, and so many others in our Holy Scripture, we say, "Here I am; use me, send me!" I look forward to this final month with you, before Rev. Dorota is welcomed back, and I am excited to continue to hear about the ways our Lord works here at St. Andrew's in Arlington, Virginia.

Grace and peace to you,
The Rev. Rachel Rickenbaker

ST. ANDREW'S MEMBERSHIP INFORMATION

Average Sunday Attendance (ASA)

2022: 64 in-person
2021: 60 in-person
2020: 94
2019: 88
2018: 78

Baptisms in 2022:

August Campbell-Glasener
William James Goldfarb
Alison Hallett
Charles Wright-Pruski
Eli Wronsky
Hylah Wronsky

Confirmations and Receptions in 2022: 0

Weddings in 2022:

Jeeha Kamran and Chad Skeen

Burial services in 2022:

David Craig
John Craig, Jr.
June Dudley
Larry Ewalt
Trudy Koczyk
Walter E. Ratcliff, Jr.
Elizabeth Zaayenga

VESTRY REPORT

Mr. JC Scott, Senior Warden
Mr. Mike Rauseo, Junior Warden

Dear St. Andrews Community,

This year, as we reflect back on 2022 and look ahead to 2023, we write to you as your outgoing Vestry Wardens with a profound sense of gratitude for the opportunity to serve this parish. The experience of being a part of the St. Andrew's Vestry the last three years has been rewarding and meaningful, and we are grateful for the trust and support received from all of you. We have gained an even deeper appreciation for this amazing church community.

As Reverend Dorota continues her time away with her happily growing family, we would share our perspective on St. Andrew's in 2022. Much like many other aspects of our lives, as we came out of the pandemic lockdowns in a more permanent way this year, we have entered a "new normal" for the church. The return to the routine of in-person worship has been welcome, although in-person worship does not look exactly like it did before the spring of 2020. We have re-entered schools, workplaces, community and church in ways different than we left them before the beginning of the pandemic and have done so with new understanding of ourselves, our needs, our goals and where we dedicate our time.

While 2022 has been a time of transition for St. Andrew's, it has also been a time of transition for the Diocese of Virginia. Suffragan Bishop Susan Goff, who has also served as Ecclesiastical Authority for four years, announced early in 2022 her intention to retire at the end of the year. This summer, the Rev. Canon Mark Stevenson was elected to be the 14th Bishop Diocesan of the Diocese of Virginia.

As you read through this Annual Report, you will see how the staff, leaders, and ministries of St. Andrew's have persevered and adapted through this time of change. We are all so grateful for our dedicated ministry leaders, for our many volunteers, and for the continued ways that members of our community give of their time, talent and treasure to support the mission of our church.

In particular, we want to recognize the amazing staff at St. Andrew's who have not only helped us to return but also kept our church at full operating levels while Reverend Dorota has been away. Emily Blecksmith, Brandon Heishman, and Mallory Nonnemaker have been incredibly dedicated leaders keeping us organized and operational, filling our services with music, and serving our families and the youngest members of our parish. We also recognize the many contributions from our Seminarian, the newly ordained Brandon Nonnemaker, who added in ways spiritual and operational to our church. And we express our thanks to Reverend Rachel Rickenbaker, who had rejoined us during Reverend Dorota's leave and provided welcome spiritual leadership, and a consistent and comforting presence.

We would also highlight the incredible efforts of our parish life ministries, whose focus on Congregation Care and Welcome and Fellowship have done so much this year to help us maintain our bonds as a community and to support those with the deepest needs. This

included our farewell to John and Jane Bartlett who contributed to St. Andrew's for more than 50 years. Their example lives on in our parish community every day.

And it is important to recognize the service of the Vestry in 2022, led by Bob McCabe, Camille Benton, David Adcock, Elissa Ghosh, Mark Seip, Rosalía Rodríguez-García, and Sarah Flowers. They provided leadership and focus to help guide meaningful progress. We focused on Creation Care and made progress in cleaning up the St. Andrew's campus to reduce our impact and improve the functionality of our facilities. This included introducing the use of compostable items for some church events and beginning the work to research more energy efficient options. Other improvements were made to beautify the campus and improve operations, such as the installation of a new Wi-Fi system. The Vestry also worked to better engage St. Andrew's in our local community, including our first-time involvement with the Arlington Pride Festival. The work included supporting Emily as she reintroduced *The Net* newsletter as another way to communicate with the parish, and engaging our ministry leaders as they worked to support us all.

More than anything else, this report is a gratitude list for all the people who make up the St. Andrew's community. As you read through it, please keep in mind the individuals who are behind all of the work that is done to provide us with a place to gather, a way to connect, an opportunity to worship together, and who share our love for the church.

Ministries of Communication

CHURCH OFFICE

Ms. Emily Blecksmith, Parish Administrator

2022 seemed like a post-pandemic year, even with a brief return to online worship in January and February.

In 2022, I was grateful to be a part of a couple of new ventures here at St. Andrew's; namely, the implementation of online giving, and the re-introduction of the long-time physical newsletter, *The Net*, which is now published quarterly.

I've also had the privilege of working with Joe Klem who has taught me how to make simple updates to our website.

Although we are not quite back to our pre-pandemic days in terms of building usage, we have had many returning events and groups in 2022 and this year: the Potomac Valley Watercolorists workshop and art show, the Arlington Neighborhood Association Thanksgiving and Christmas luncheons and the Empty Bowls luncheon in February 2023. We also began hosting a Daisy troop every other Saturday afternoon in the undercroft. In addition, we also hosted two music concerts, the Coast Guard Academy Glee Club in March, and a vocal recital in July.

COMMUNICATIONS

Mr. Joe Klem

With COVID restrictions mostly in the rear-view mirror, 2022 allowed the Communications Ministry to shift away from Zoom hosting and outdoor services, and focus instead on new capabilities and enhancements to our “visitor experience” both online and in-person.

In-person visitors to St. Andrew’s can now enjoy:

- Better, stronger wi-fi service throughout much of the St. Andrew’s campus, thanks to a summer 2022 upgrade shepherded by Mark Seip. Quang Pho of Tetra Data did the installation and we're grateful for his advice on how best to meet our needs while managing costs.
- More photos from recent events on our bulletin boards in the undercroft hallway and porch entrance foyer. Thank you, Emily Blecksmith, for taking this on and doing a beautiful job with it. And to Mark for showcasing our leadership, staff and Vestry via your excellent photos.
- New color printed signs on the undercroft’s wooden dividers, featuring Marcela Scott’s outstanding photos of our stained glass windows.

On our website, we enabled online pledging and giving, in conjunction with our launch of the Vanco donation platform. Many thanks to Emily and to our Treasurer Doris Smith for helping create and test the various online forms and email acknowledgments.

We also hammered out a new Privacy Policy that offers our parishioners and web visitors more transparency about what data we gather from them, how we store it and share it, and why. As of early January 2023, the policy is getting an unofficial pro-bono review from Diocesan legal counsel and should be published and displayed near the church office in early 2023. As part of this effort, we also tweaked our website to make it cookie-free and privacy-friendly, which helps keep us compliant with ever-changing privacy laws. Many thanks to the cross-disciplinary team who participated in this project.

On the social media front, we stopped posting to Instagram, focusing instead on Facebook, a better match for our target audience.

And what was old became new again: led by Emily, St. Andrew’s revived its flagship newsletter, *The Net*, this time as a quarterly publication made available for pick-up in the church lounge. She has done an outstanding job soliciting and assembling articles from parishioners that truly showcase the ministries and activities of our parish.

Last but not least, we continue to record and publish sermon video recordings, with help from Bas Bakker and David Adcock.

Many thanks to Rosalía Rodríguez-García, our vestry liaison, for ensuring an open flow of communications with the Vestry, and getting prompt decisions when needed!

We welcome anyone to join the team -- we're happy to teach you the web and video skills, and the requirements are straightforward. Reach out to Joe Klem if you're interested.

Ministries of Worship

MUSIC

Mr. Brandon Heishman

“And thus with joy, we meet our Lord.
His presence, always near,
is in such friendship better known:
we see, and praise him here.”

Throughout the Bible, God’s people make music and sing God’s praises. After the Israelites were delivered from Egypt across the Red Sea, Moses and Miriam led them in joyful music to the God of their salvation. At the dedication of the temple in Jerusalem the people raised their voices with trumpets, cymbals, harps and lyres singing, “He is good; his love endures forever.” And each Sunday, we lift our voices in songs of praise at Christ’s table.

We as a congregation sing hundreds of songs together throughout the year, each one rich in biblical references, and many taken directly from Scripture. When we sing together, we are praying those words, reflecting on those words, and acting together as God’s people.

The adult choir continues to faithfully support our singing, and this Fall we tried something new by inviting people to join choir for a shorter period of time (or season). For the months of November and December the choir doubled in size! This shorter season doesn’t just mean less time commitment. By having more people on each voice part, it also makes singing in choir more accessible and more fun!

Our next choir season will be Ash Wednesday through Easter, immediately followed by another short season, Easter through Pentecost. I look forward to our development as an ensemble and the continued joy of sharing choral music and leading congregational singing in our services.

God created us as instruments of praise, and when we make music together in prayer and praise to God, we are drawn closer to our Creator. As the angels sang at Christ’s birth, may we continue to echo their song. *Gloria in excelsis Deo!*

ALTAR GUILD

Ms. Ana White

The past year was one of re-learning and adapting to our new normal. With the assistance of Lloyd Starns and Rev. Dorota, the Altar Guild underwent a re-training for all Altar Guild related things. Also, this year Ana White and Lloyd Starns started an inventory and decluttering of the churches two sacristies.

In terms of members of the Altar Guild we have added a few new members to both the 8 am and the 10 am service teams. However, more help is always welcome.

LAY WORSHIP MINISTRIES

Ms. Ana White

With the return to in-person service in 2022, the Lay Worship Ministry continued much as we have in years past. We have returned to two services, although we have not yet returned to using acolytes at the 10 am service. It is our hope that we will reintroduce acolytes in the spring.

As far as volunteers for the Lay Worship Ministry, we are not fully staffed but we are doing well in regard to altar servers and lectors, however we do have a great need for ushers at the 10 am service.

Ministries of Formation

FAMILY MINISTRY

Ms. Mallory Nonnemaker

2022 was a great year!

We settled back into our in-person services after the brief return to online worship. In the spring we followed along with the liturgy through Illustrated Ministries mini Revolutions curriculum.

In the fall, as part of our efforts for creation care, our curriculum centered around caring for God's creation. We learned the creation story, feeding the 5000 and more. We welcomed three new families who began attending regularly and we are incredibly blessed to learn from and worship with them!

Our youth group also met about creation care and they have plans to work on a rain garden outside of our parish. Stay tuned for more info on this.

We look forward to confirmation and a parish retreat in 2023!

GLORIOUS COMPANIONS

Ms. Carol Kiranbay

Glorious Companions is a study group which meets every Wednesday morning at 10:30 a.m. in the Lounge for fellowship and spiritual growth. We are a group of about 8 women, and we always welcome new members. Attendance can be intermittent or regular. Book discussion time varies and frequently leaves room for coordination and planning between the various St. Andrew's ministries to which we members belong.

We choose by consensus the books we read and discuss, and during 2022 we read the following: *7 Men and 7 Women*, by Eric Metaxas; *Reflections on the Psalms*, by C.S. Lewis; *Glorious Companions-Five Centuries of Anglican Spirituality*, by Richard H. Schmidt and *A Severed Wasp* by Madeleine L'Engle.

Ministries of Outreach

2022 GARDEN OF HOPE AND APPLE ORCHARD

Dr. David Smith

St. Andrew's has been sponsoring a "Plot Against Hunger" vegetable garden for 14 seasons. Our outreach garden attracts volunteers from the Parish along with a substantial number of volunteers from the community. In 2017, we began a successful partnership with Marymount University's "Food for Thought" service club, mentored by Professor Susan Agolini, and they routinely supply a robust group of active volunteers. From a 'community gardening' perspective, the garden promotes awareness of sustainable organic gardening practices among our families and their children. The garden has had a tremendous impact helping Food Banks reach their goal of providing fresh vegetables and fruits for their clients.

In 2022, we began the season relatively early on Saturday, March 19th, when a crew planted kale, collards, and cabbages grown in the Smith's basement. Also in April, we planted radishes and Tatsoi along with romaine lettuce, courtesy of the basement garden. The early crops were a great success. We continued to pick kale and collards through most of the year.

Starting in April, we hosted weekly workdays. The Episcopal High School, the Smith basement nursery, and various other local donators contributed more tomatoes, peppers, and summer/winter squash seedlings to finish out the summer garden. In late May, we installed our drip irrigation system to the relief of all our volunteer waterers! The irrigation system also helped conserve water and kept the moisture off the foliage helping prevent fungal disease.

We successfully leveraged the "Signup Genius" website to maintain our water, weeding, and harvesting schedule throughout the season. We harvested bountiful yields of summer vegetables until frost. Our total yield for the year was 3040 pounds, our second-highest annual yield!

Our "Urban" apple/pear orchard consisting of +/- 24 trees, continues to grow. We will need to replace a few more trees in the Spring. Deer continue to enjoy the tree's new growth and fruit and use the soft bark in the fall to remove the new coating on their antlers. We have tried various efforts to deter the deer, but alas we have been minimally successful to date. We are always looking for new or innovative solutions, so any input would be most welcome.

We attribute our continued success to our team of loyal volunteers who regularly participated planting, watering, harvesting, and delivering the produce, along with regulars from a group of AFAC recruited volunteers. Our efforts were documented beautifully, by Jen Hankins, whose photographs captured the workers and harvest weekly. I also want to provide a special call out and thanks to Anne and Ted Edwards and Doris Smith for their consistent and reliable leadership and support through the entire growing season. Finally, St. Andrew's should be enormously proud of the community built around support to our "Garden of Hope".

OUTREACH PROJECTS

Ms. Marcela Scott

ANGEL TREE PROGRAM: For the eleventh year, St. Andrew's participated in the Salvation Army's Angel Tree program. This year we were able to once again collect the gifts in person and deliver them directly to the Salvation Army in Arlington, Virginia. The Angel Tree program provides new clothing, shoes and toys for children of the neediest families designated by the Salvation Army in the Washington, DC area to receive Christmas assistance. We once again adopted 45 angels and delivered the gifts to the Salvation Army at the beginning of December. (Chair: Jennifer Gowetski).

PATHFORWARD BAGGED MEALS FOR THE HOMELESS: In 2022, we were once again able to gather in the St. Andrew's kitchen to assemble 50 meals in support of PathForward. During these meal packing sessions, we were thrilled to see our participation grow from 4 to 13 volunteers at our meal prep events! During the second half of the year, we experimented with a few meal packing events after the 10:00 Sunday service and to our delight discovered that volunteers came more readily and in large numbers. After February 2023, we will therefore be switching our gathering dates to select Sundays following the 10:00 services. We would like to thank the Smith and Benton families for providing the food with which we filled each bag, and all the volunteers who provided their time to assemble sandwiches, fill bags, organize pint-sized volunteers, and deliver the meals to PathForward's Homeless Services Center (Tierney Bates, Anne Williams, Jane Massant, Annie Brubaker, and the Nonnemaker, Thomas, Smith, Bartlett-Riggleman, Gowetski-Len, Ensley-Bakker, Gosh, Benton and Scott families. (Chair: Marcela Scott).

HAITI OUTREACH: In 2022, the tenth year of our partnership with St. Peter's School in Berault, Haiti, we provided support for teachers' salaries and school lunches in the amount of \$10,500 and for in-service teacher training in the amount of \$2,500—for a total of \$13,000.

The situation in Haiti continues to be dire, with a cholera epidemic, rampant criminal gangs and a non-functioning government. In our two major fundraisers in May and December and throughout the church year, individual St. Andrew's donors answered the call in Micah 6:8 "...to do justice, and to love kindness, and to walk humbly with your God." (Chair: Carol Kiranbay).

ARLINGTON FOOD ASSISTANCE CENTER FOOD DRIVE: St. Andrew's continued its contactless food collection effort on behalf of the Arlington Food Assistance Center (AFAC). Parishioners were asked to donate non-perishable food, and were also provided with information for making monetary donations if they were not comfortable shopping. Due to the generosity of our community we have been able to provide AFAC with 125 to 200 lbs of donated food approximately every two to three weeks in 2022. We are especially grateful to Emily Blecksmith for bringing donations inside the building when the bin was full, and to our wonderful delivery volunteers: Casey Clark and family, Elissa Ghosh and family, Jen Gowetski, Carol Kiranbay, Jane Massant, Mike Rauseo and family, and Camille Benton and family. We always welcome new volunteers! (Chair: Marcela Scott)

MEALS ON WHEELS: St. Andrew’s parishioners assist people in need beyond our parish by volunteering through Meals on Wheels (MOW) of Arlington. This service allows people unable to cook/shop for themselves to maintain a nourished life with independence and dignity through delivery of weekly meals. It also provides a check-in on those who live alone through the “friendly caller” program. St. Andrew’s volunteers include Ken and Tierney Bates, and Jane Massant. Additional volunteers are always welcome to contact Meals on Wheels.

SCHOLARSHIPS: St. Andrew’s awards scholarships for post-secondary education by The Endowment for Outreach and Human Needs. Students graduating from high school and going on to post-secondary education are eligible, as are older students currently enrolled. This year the Endowment for Outreach and Human Needs awarded scholarships totaling \$1500, which went to three students in our congregation. (Chair: Marcela Scott).

COMMUNITY PARTNERS

Ms. Emily Blecksmith

The Northern Virginia Bridge Association (NVBA) is a non-profit organization, founded in 1961, whose goal is to promote bridge and support local bridge clubs. Gene Schuyler leads the group at St. Andrew’s on Wednesday mornings. The Bridge Club was able to return to in-person games in the summer of 2021. Attendance has been much lower than before the pandemic, although it has been slowly increasing.

Empty Bowls is a luncheon fundraiser for AFAC featuring uniquely designed handmade bowls. The event is usually held at St. Andrew’s on Super Bowl Sunday. Empty Bowls returns in 2023 after a three-year hiatus.

Potomac Valley Watercolorists, based in the Maryland/Virginia/D.C. area, is a juried society of watercolor painters. This is a nonprofit organization that seeks to promote the art and excellence of watercolor painting. Members include many watercolor instructors and artists who exhibit at prominent galleries, museums, and nationally acclaimed shows. Some serve as jurors; others give demonstrations and programs for art and community groups. PVW held an art show in November and has an in-person workshop scheduled for March 2023.

The **Northern Virginia Bird Club** was founded in 1954 as the Northern Virginia Chapter of the Virginia Society of Ornithology. The Club is a non-profit 501(c)(3) organization which provides nearly 600 members the opportunity to conserve, watch, enjoy, study and understand birds and their habitats and interactions with people. The primary method of achieving these educational aims is by having more than 100 bird walks each year. The Bird Club is now back to in-person meetings.

The **Arlington Neighborhood Village (ANV)** successfully held its annual Thanksgiving Potluck and annual Holiday party at St. Andrew’s in November and December of 2022.

St. Andrew's hosted the **Red Cross Blood Drive** three times in 2022: February 1, June 7 and December 6. The Red Cross appreciates our undercroft and its easy access (no stairs) for their equipment.

ENDOWMENT FOR OUTREACH AND HUMAN NEEDS **Ms. Marcela Scott**
Chair

The Outreach Committee had another outstanding year and distributed \$1,500.00 in three scholarships and \$1,720.00 in grants to deserving organizations from its 2022 earnings. The scholarship recipients were Sonja Bakker, Charlotte Jones, and Katarina Hone; the Diocesan Haiti Outreach received \$1,000.00, and local outreach \$720.00.

Since December 2016, Marcela Scott has served as the Endowment Chair, Richard Knight as Treasurer, Dave Smith as Deputy Treasurer, Priscilla Carey, Susan Thomas and Peter Wehmann as Endowment Committee Members. The Committee would welcome new members.

The Endowment enables Parishioners to make planned giving bequests in their Wills and Trusts, and to make direct donations to it. Its charter directs its income be distributed ¼ to local outreach, ¼ to Diocesan outreach, ¼ for scholarships and ¼ for reinvestment. It is a separate legal fund recognized by the Internal Revenue Service as a 501(c)(3.) entity with its own tax number, and managed by a Committee appointed by the Vestry. Investments of the Endowment are made by its Wells Fargo Advisor's professional financial adviser who annually reviews its portfolio and makes recommendations.

The Endowment was established upon the initiative of Harry Amos in 1991, its principal donor, and grew in assets to \$149,745.23.

Financial Highlights: January 1, 2022 to December 31, 2022.

Dividends & Interest	\$ 5,619.78
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Grants, Distributions and Expenses made in 2022:

Scholarships (3)	\$ 1,500.00
Outreach for 2021	\$ 1,720.00
WFA Advisory Fee	\$ 150.00

Investment Account Assets - December 31, 2022 - \$ 149,745.23.

Ministries of Parish Life

WELCOME AND FELLOWSHIP

Ms. Jean Lynn

We began 2022 with services on Zoom and then moved into in-person services at the end of February. Coffee hours officially began in March. Special shout out to Elissa Ghosh who was our Vestry liaison and who kindly set up the Sign-Up Genius for coffee hours and all the events hosted by the Welcome and Fellowship Committee. For 2023 we hosted and/or co-hosted the following:

- 3 Baptisms -May 22nd, June 5th, and October 23rd
- Easter Sunday – April 17th
- St. Andrew’s Picnic – September 18th
- Bartlett’s farewell Reception – October 9th
- Special Coffee Hour for Reverend Dorota- October 23rd
- Welcome Reception for Reverend Rachel
- St. Andrews’s Day – November 20th

Special thanks to the members of the W & F ministry: Elissa Ghosh, Jen Gowetski, Debbie Green, Carol Kiranbay, Craig Lawrence, Joan Lawrence, Jen Madsen, Laura Schultz, Florence Tanabe, Peter Wehmann and Karen White.

I have stepped down being Chair of Welcome & Fellowship as I have recently retired. My husband and I are doing a lot of traveling visiting grandchildren in Florida and Minnesota and as well as biking trips. So, please consider volunteering for this position.

ST. ANDREW’S PLAYERS

Ms. Jane Massant

From November 2021 until November 2022, the St. Andrew’s Players had one focus. That was to honor and celebrate 50 years of ministry to the church and community. Because numerous articles related to our history have appeared in *The Net* and *Shining the Light*, here are the highlights.

ACT I: Our Anniversary Year was kicked off with a **St. Patrick’s Day Dinner** and fundraiser, featuring a traditional Irish meal and entertainment. Players, young and older, many from *The Wizard of Oz* or previous shows performed and doubled as servers. Master of Ceremonies, John Williams, kept things lively and helped facilitate our first-ever “limerick off.”

Act II: In September, Christine Ensley and Joan Lawrence spear-headed an afternoon of family fun in the form of a **Costume Party**. Nice weather enabled both inside and outside staging of games and displays, themed around five past productions. From traditional

Wizard of Oz attire to a hat fashioned in the style of Noah's ark with stuffed animals (*Children of Eden*), imagination and creativity were clearly in evidence. Aside from the many games, other popular stations included karaoke, the Café Francais (*Mad Woman of Chaillo*), and homemade ice cream (*Anne of Green Gables*).

Act III: After reaching out to over one hundred former St. Andrew's Players, this final anniversary event took shape. On November 5th, an original scripted revue of our history, ***Still at It—50 Years of Faith, Drama, and Laughter***, was performed before an audience of 110 parishioners and guests. Joined by Elizabeth Stripe, daughter of June Hansen, we were able to honor June, our principal founder, and others who passed away in recent years. And honor them we did with one last memorabilia display by Helen Ely and a reception organized by a group of "church ladies," some of our most dedicated supporters.

2023, our 51st year, involves only one project, *Whistle Down the Wind*, a musical with a powerful message and drama and songs that will make you laugh and cry. For several years now, it has become obvious that The St. Andrew's Players survives as an outreach ministry. In order to prosper, we will continue to need outstretched hands from parishioners. We encourage everyone to stop by rehearsals, inquire, encourage, and help out where you can. What a wonderful opportunity to show that we are welcoming, caring, and growing.

POETRY FEST

Ms. Helen Ely

Once a year, on the second Sunday in July, St. Andrew's celebrates its love of poetry. This year, because 2022 marked the St. Andrew's Players' 50th anniversary, the theme was theater. On July 10, 2022 we celebrated acting, plays, and the Players' beloved co-founder, June Hansen, who passed away in April.

A group of 16 aficionados met in the lounge. Among them, we were honored to welcome June's daughter, Elizabeth Hansen Stripe, also a professional actor, who recited "A Scandal on the Sabbath," a humorous poem June had often performed herself. The Reverend Alfred Moss dedicated to June his reading of a poem by Ella Wheeler Wilcox entitled "The Actor." Other highlights included three poems by T.S. Eliot, two from *Old Possum's Book of Practical Cats* (Christine Ensley-Bakker and Diane Marton) and an excerpt from the *Four Quartets* read by Craig Lawrence, who also shared a whimsical recollection of "Opening Night" jitters. Jane Massant and John Williams read a passage from Sondheim's *Sweeney Todd*. Peter Wehmann reprised his Poetry Trivia Quiz, this year featuring theater as well as poetry questions. Joe Klem, Joan Lawrence, Libby Schollaert, and Helen Ely rounded out the list of readers. Light refreshments were enjoyed after the poetry.

CONGREGATIONAL CARE

Ms. Karen White

The Congregational Care Committee provided continuing care to parishioners in 2022 with prayers, visitations, cards, flowers, meals, transportation, celebrations and communion. This past year saw families welcome babies, relocate in retirement and one parishioner celebrate

her 100th birthday, which demonstrates the wide expanse of this parish. The committee supported them with meals, receptions and flowers as they celebrated these occasions. The committee also provided meals to families after surgery, recovering from COVID, and facing long term illnesses. Additionally, we were able to provide communion to “shut ins” and expand Eucharistic Visitors through the Diocese. Finally, the Committee in collaboration with St. Anne’s Guild and Rev Rachel, had the honor of providing receptions after the funerals of two long time parishioners who have given so much to this Parish over the years.

Goals for 2023 are to continue to grow the committee, ensure folks needing help are identified so help can be provided, and expanding Eucharistic Visitors to provide communion and visitations to parishioners unable to attend services.

If you have an interest in joining this group that does not have meetings, but merely asks if you are available to help provide support or celebrate a milestone for a fellow parishioner, please contact Karen White.

ST. ANNE’S GUILD

Ms. Joyce Fall

St. Anne’s Guild, an established women’s group of over 50 years, meets quarterly in the lounge. Our goals are Fellowship, Hospitality, Spiritual Enrichment and Outreach. ALL are welcome to attend. Meetings are held on the second Tuesday in March, June, and September, and the first Tuesday in December. Meetings comprise a short business discussion, lunch and a program.

Our 2022 programs:

March 2022 – St. Anne’s Guild held a quarterly business meeting to prepare its calendar for the year. There was no speaker.

June 2022 – Ana White was our guest speaker. She shared her experiences as a lay delegate at the June 4th Special Convention to elect our 14th Bishop Diocesan.

September 2022 – Brandon Nonnemaker, Seminarian, was our guest speaker. He shared his faith journey which has led him to seek ordination to the priesthood.

December 2022 – The Guild gathered and held its holiday luncheon. We discussed, voted and approved our outreach donation recipients. Singer and pianist Erich Izdepski entertained us with Christmas songs to set the mood for the holidays.

Other 2022 Activities:

April – Hosted Simple Suppers for Maundy Thursday and Good Friday

June – Path Forward Sock Drive

September – Celebrated Trudy Koczyk’s 100th birthday.

March-November – St. Anne’s Garden

November – Hosted June Dudley’s funeral reception

December – Hosted Trudy Koczyk’s funeral reception.

Outreach

Voluntary contributions provide the means for in-reach and outreach. St. Anne’s Guild 2022 outreach support included monetary support to St. Vincent’s Center, Haiti,

Doorways for Women and Families, Arlington Thrive and Arlington Food Assistance Center (AFAC).

Members of our Guild include Joyce Fall (chair), Janey Cartmell, Ruth Duvall, Helen Ely, Joan Fern, Debbie Green, Carol Kiranbay, Diane Marton, Lloyd Starns, Florence Tanabe, Rosalía Rodríguez-García, Karen White and Mary Youman.

Also in attendance at several of our meetings was Elissa Ghosh, our 2022 Vestry Liaison.

We are saddened with the loss of three of our Guild members during 2022: Barbara Taft, June Dudley and Trudy Koczyk. They will be dearly missed.

For more information, please contact Joyce Fall.

Ministries of Finance

FINANCE COMMITTEE

Ms. Doris Smith

FINANCE COMMITTEE: The Vestry approved the appointment of Bob Len, Rob McDonald, and Jon Kurre to the Finance Committee. Doris Smith served as chair for 2022, and John Williams will serve as chair in 2023.

The Finance Committee met in September and identified the need to work with Vestry to identify ongoing expenses for short-term, mid-term projects (3-5 years) and longer-term endowment savings. In December, the Vestry agreed to open an investment account to place some of the cash on hand in 3-month and 6-month Treasury Bills to provide low-risk investment income and to have funds readily available if needed. The Vestry and the Finance Committee will continue to work to identify the church's short-term and long-term financial needs. Based on Vestry's discussions, the Finance Committee will align an investment strategy to meet St. Andrew's goals.

FINANCIAL REPORTING: End-of-year financial status is captured in the Treasurer's input to the Diocese-mandated Parochial Report, which is provided to the Vestry for consideration during the February meeting. The Vestry receives regular financial updates as part of the monthly Treasurer's report. The Vestry is charged with protecting the financial integrity of the church and reviews the finances every month. These updates are included with minutes from the monthly Vestry meetings, which are available to the congregation. In addition, this year, the Treasurer gave the congregation a mid-year and end-of-year review of the financial status in July and January.

FINANCIAL POSITION 2022: We began 2022 with a projected deficit budget of \$33.6K. The budget approved by Vestry included necessary contributions to our long-term capital reserve account – the Donnelly Fund. The decrease in income from our Community Partners for building use and rental income from the Renehan Center continues to be a significant loss. The approved 2022 budget provided funds to cover required expenses to maintain our campus, compensate our staff, and continue to support our St. Andrew's

mission. Thanks to the generosity of St. Andrew's parishioners and friends, we were able to close some gaps in our budget but still ended 2022 with a deficit of \$11.6K. The Vestry has aligned funding from reserves to cover the gap.

FINANCIAL POSITION 2023: Our fiscal outlook for 2023 will remain challenging. Our finances are largely driven by fixed costs of employing highly qualified staff and maintaining our physical plant and campus. This year's stewardship campaign has made an impact on our budget. The initial stages of the budget process reflected a \$66K deficit, and at the conclusion of our Stewardship campaign, we have pledge commitments for \$355K. As a result, we now have a projected deficit of \$44K for 2023. The Vestry and Finance Committee reviewed the budget and has aligned funding to cover the deficit from our reserves, but this is not sustainable for future years. The Vestry has made it a priority to work to find a community partner/tenant for the Renehan Center to improve our financial position.

ONLINE GIVING: One of the financial goals for 2022 was to implement an online giving platform for our donors. After many hours of research, installation, and testing, we launched online giving in November. Emily Blecksmith created a user-friendly interface to meet St. Andrew's requirements and implemented credit card capabilities starting with our annual Christmas Tree sales. In addition, Joe Klem developed a new "Ways to Give" page on our website to enable donors to pledge and make donations. The success of online giving is due to their substantive efforts.

AUDIT: As required by the Diocese, St. Andrew's Vestry appointed an audit committee comprised of Ted Edwards, Heath Flowers, and Bill Clement to complete the 2021 Audit. The findings were reported to the Vestry in August. The Committee did not find any major deficiencies in the 2021 Audit. Two recommendations were suggested that are being reviewed and implemented as needed.

FINANCIAL MANAGEMENT: The responsibility and management of the Church Finances is accomplished with a great team. Throughout the year, I work closely with our CPA, Beth Bradley, whose extensive experience with church business practices is invaluable to our finances. In addition, our Parish Administrator, Emily Blecksmith, provides consistent day-to-day support for oversight on approvals, tracking invoices and donations, and processing payments.

I am grateful to our rector, Dorota Wright-Pruski, for her support and encouragement during the past year. In addition, it is a privilege to serve with our very capable Vestry at St. Andrew's; an opportunity to work with dedicated individuals for a common purpose. It has truly been a rewarding experience to work with the Rector, Wardens, the Vestry, and the members of the Finance Committee. Finally, I would also like to thank the members of our Counting Ministry. Their ongoing service is essential to the overall financial operation of the church.

As we close the books on 2022 and start a new operating year, I am grateful to all parishioners and friends of St. Andrew's. The church can only sustain its mission because of you. Thank you for your ongoing support and generosity!

STEWARDSHIP *Giving in Grace*

**Mr. Thomas Cassidy
Ms. Christine Ensley
Ms. Jennifer Gowetski
Ms. Mary Lynn Rynkiewicz**

It was reported in the 2021 Annual Report that “The challenges of the pandemic proved no match for the generosity of the St. Andrew’s parishioners in 2021.” Likewise, the challenges of rising costs, runaway inflation, declining financial markets, and the threat of recession proved no match for the generosity of the St. Andrew’s parishioners in 2022. Pledge units (new families and/or first-time pledgers) increased by 10 over the 2021 campaign. Pledge income exceeded projected levels and came close to matching the exceptional level achieved in 2021. The highly successful Stewardship Campaign benefitted from the theme of Giving in Grace (inspired by a series of Sunday Gospel readings and related sermons by Rev. Dorota leading up to the formal launch of the Pledge Drive). The theme was amplified throughout the pledge drive through weekly Sunday service testimonials, and several related articles in *Shining the Light* – all emphasizing the sense of fulfillment and gratitude that St. Andrew’s brings to our lives, along with a desire to give back in thanksgiving for the blessings we have received.

Pledge contributions by far represent the main component of the Operating Fund, which provides the foundation for all the good we do as a Parish. The Campaign also benefitted from outstanding logistical support from Emily Blecksmith, constant updates by our Treasurer, Doris Smith, and for the first time, an on-line giving option that made pledging as easy as scanning a QR-code on a card in the church pew. There are so many to thank for the Stewardship Campaign. Beyond those mentioned above, support came from the Communications team, the Vestry, our church staff, and of course, the entire Congregation who demonstrated once again St. Andrew’s unlimited capacity for Graceful Giving – in all its manifestations.

COUNTERS

Ms. Joy Oakes

Members of the Counters Ministry provide an essential service for the St. Andrew’s community. As a bonus, members get to know an interesting cohort of brother and sister parishioners. And no higher math is required!

In 2022 we welcomed Rosalía Rodríguez-García, Mary Lynn Rynkiewicz and Doris Smith as new members of the Counters Ministry. We said a heartfelt “Thank you!” to Jane and John Bartlett and to Ted Edwards after their many years of dedicated service.

Other active members throughout the year included Warren Duvall, Joyce Fall, Debbie Green, Joe Klem, Bob Len, Warren Marton and Joy Oakes.

Several improvements made our work easier this year: implementation of online giving including during the Christmas trees sales, and even a new calculator!

And what is that work, exactly? After Sunday in-person services, a two-person team counts cash and checks received during the week and the contributions collected during the two services. We also serve at special events, such as Christmas tree sales and Players' performances. When someone is unable to fulfill his or her assignment, the rest of the team pitches in. Want to learn more? Please contact Joy Oakes.

GOLDEN JUBILEE TRUST

Mr. Robert Len

PURPOSE: To create a permanent endowment from which earnings can fund and support activities and interests of the Parish.

MISSION: The Trustees of the St. Andrew's Golden Jubilee Trust are committed to the prudent stewardship and growth of the Trust and to working with the Vestry to fund projects beyond the routine and ordinary expenses of the Parish.

KEY FINANCIAL DATA (as of September 30, 2022, the end of the Trust's fiscal year)

ITEM	FY 2020	FY 2021	FY 2022*
Income	\$12,188	\$12,004	\$11,669
Expenses	\$0	\$0	\$0
Contributions received	\$0	\$2,996	\$2,000
Net Asset Value	\$455,065	\$526,411	\$461,866
Distributions made	\$500	\$50,000	\$5,361
Accumulated income and appreciation**	\$190,968	\$296,335	\$229,790

* Preliminary.

** Amount potentially available for reinvestment or distribution.

RESULTS AND DISTRIBUTIONS: The value of the Trust declined this year by about 12% due to weak market conditions for both equities and bonds. The trust portfolio was rebalanced in June 2022 in keeping with its investment policy of 40-60% each in equities and bonds. There was a contribution to the trust of \$2,000 during the fiscal year and one distribution was made in the amount of \$5,361 to pay for the upgrade of the St. Andrew's WIFI system. The Trustees also approved a distribution to pay for an additional refrigerator in the kitchen to store fresh produce from the Garden of Hope. It is expected that the latter distribution will be made in the first half of 2023. The Trust Committee looks forward to working with the Vestry in 2023 to fund one or more appropriate projects or activities.

FUNDING: The Trust is funded by voluntary contributions, gifts and bequests outside of the Parish's operating budget. All contributions to the Golden Jubilee Trust are deposited to a Trust account separate and distinct from the Parish's other financial accounts, and then

invested. All contributions are counted as principal. All investment income — including dividends, interest and realized capital gains from asset sales — are counted as income.

GOVERNANCE: The Golden Jubilee Trust is governed by a Constitution adopted by the Parish in 1996 and revised in 1999 and 2010. The Constitution establishes the rules for the governance and administration of the Trust, including its investment strategy and operating and use strategy.

MANAGEMENT: The Golden Jubilee Trust is managed by a Committee of three Trustees, appointed by the Vestry upon the recommendation of the Rector. The Trust Committee appoints its officers annually.

The 2022 management team and their term expiration dates are: Trustees Robert Len – term ending December 31, 2024; Sarah Petcher – term ending December 31, 2022 and serving until new Trustee appointed; Dave Smith – term ending December 31, 2023. The 2022 officers were: Sarah Petcher – Secretary; Beth Bradley – Treasurer, John Williams – Assistant Treasurer, and Doris Smith – Assistant Treasurer.

MEMORIALS COMMITTEE

Ms. Lloyd Starns

The purpose of the committee is to assist parish members and others who wish to make a memorial or celebratory contribution to St. Andrew's and to administer such funds. Committee membership included Ruth Duvall, Carol Kiranbay and Warren Marton. We were greatly saddened to lose our beloved Member Emeritus Trudy Koczyk in November.

During this past year eight donations were received in the amount of \$1,350 with \$105.80 in expenditures being made. The resulting end of year balance was \$ 12,049.52, all of which represented Memorial Committee funds. Additionally, two contributions were made to the Memorial Garden totaling \$1,250, with no expenditures incurred. End of year total balance for both funds was \$13,299.52.

Going forward into 2023 the committee would be happy to consider any requests for memorial projects and would welcome any suggestions from the staff or parishioners.

CHRISTMAS TREE MINISTRY

Mr. Bob Len

This year was another good year for the tree sales. Once again, we started the sales on the Friday after Thanksgiving to get three selling days in the first weekend. Special thanks to Joe Klem, Mark Seip and Claire Jones for leading the advertising and marketing blitz to get the word out to the community. We had 200 trees and only had 2 left by the third weekend of selling. The tree sales ministry provides the opportunity to engage with our local community and tell them about all of the ways that St. Andrews provides support in our community and hopefully makes them consider exploring our congregation. One of the more rewarding aspects of being a part of this ministry is the widespread support from the congregation and the way the group comes together.

Special thanks to: Ted Edwards, Mark Seip, Bob McCabe, John Seggerman, JC Scott, Mike Rauseo, Dave Smith, Dana Madsen, Jon White, Mark Seip, along with some of our younger parishioners, Emelina Scott, Robert McDonald, Conor McDonald, Matthew Len and Alex Len.

Ministries of Physical Plant

DUTY OFFICER MINISTRY

Ms. Jean Lynn

I am happy to report that we recruited two new duty officers in 2022– Robert McCabe and Bob Len! This allows the rotation of duty officers every 7 weeks. Other duty officers are Warren Marton, JC & Marcela Scott, Jim Williams, Michael Rauseo and me.

Special thanks to all our duty officers and their flexibility covering one another when they can't lock up as assigned. The calendar has been circulated for the first half of 2023. We would welcome more members to this ministry as it would space out the number of weeks one is responsible for locking up. Please feel free to reach out to Jean Lynn if you are interested or would like to observe what is entailed opening and closing up.

BUILDINGS & GROUNDS

Mr. James Williams

YESTERDAY, TODAY, TOMORROW

B&G's like that mountain railroad
As it chugs around each bend.
We must make each task successful
From beginning to the end.
Deadlines, budgets rarely daunt us
And no problem makes us quail.
We keep-a our hands upon the throttle,
And-a our eyes upon the rail.

As in each year for the Buildings & Grounds Committee, 2022 had both challenges and achievements. The challenges were more numerous, as our needs always exceed our means. The achievements, on the other hand, made our work worthwhile, motivated us to work harder, and no doubt inspired angels to step forward. Aside from David Adcock [Vestry Liaison], our core team was unchanged: Ted Edwards, Richard Knight [deputy chair], Joan Lawrence, Jean Lynn, Bob McCabe, Dave Smith, Dr. John Schriver, and Jim Williams [chair]. As always is the case with volunteers, most members had significant other duties in addition to B&G work. On an ad hoc basis B&G worked with several parishioners who have specific ministries. These include Warren Duvall, Bulbmeister; Warren Marton, Sacred Spaces guru; and Ted Edwards, all-around handyman. In Jim Williams's absences – which are growing longer and more frequent – Richard Knight led B&G with skill. Once a month, usually at 0900 on the first Saturday, B&G met in the Lounge to discuss ongoing issues and future problems. The agenda was full; the exchanges, spirited and even humorous. Our

monthly B&G powwows are open to all. We hope that in 2023 readers will drop by to see what happens there. Our hope, of course, is that you will join us. The March of Time waits for no one. Our B&G bench needs – it can always use – new members. Come see us in 2023.

ADM: IMPACT ON BUDGET + SUPPORT FOR VISITING TECHS Directly or indirectly, B&G handles accounts that consume a huge part of the annual budget of St. Andrew's. The 2022 outlays for those accounts totaled \$ 101,233.60: General M&R for Church, \$ 17,514.53; General M&R for Rectory, \$ 1,643.95; General M&R for 2310 house, \$ 2,603.50; Lawn Maintenance and Snow Removal [Seven Brothers Landscaping = SBL, M&M Landscape and Irrigation], \$ 27,745.54; HVAC [Carrier Corporation, Precision Environmental Services = PES, Bond Water Technologies, Chandler's Plumbing & Heating], \$ 30,137.36; Pest Control [Ehrlich Pest Control's monthly inspections/treatments of Church, Rectory, and 2310 house], \$ 2,804.98; Cleaning [Spring Cleaning & Maintenance, Guaranteed Cleaning Services, Abel Industries], \$ 18,200.74 for visits to Church three times/week; and Nighthawk Security, \$ 583.00. Most of these expenditures involved tech visits which B&G personnel scheduled and supported. In cases requiring large outlays, B&G briefed the Vestry to authorize a draw on the Donnelly Building Fund. In 2022 the Vestry diverted \$ 1,666.67 each month into that Fund. The goal is to build a large reserve for major capital projects.

ADM: B&G ROLE IN ELEVATOR MAINTENANCE, PEST CONTROL Two examples give a good sense of how B&G interacts with contractors. First, B&G is responsible for supervising the services under our contract with Delaware Elevator Company. That three-year contract provides for 12 visits per year to examine and clean the elevator, and repair/replace parts during normal business hours. In consultation with B&G and others, Delaware coordinates the annual inspection by which a Certified Elevator Inspector puts the elevator through its checklist, as required by Arlington County to issue the annual Certificate of Compliance and Record of Inspection. As a public conveyance, our elevator is subject to many Code-based requirements and frequent testing. Second, B&G manages the contract with Ehrlich Pest Control, which covers the four buildings on campus. Under that contract an Ehrlich tech makes ad-hoc visits, plus monthly visits to inspect and treat the grounds and buildings for unwanted critters such as ground bees, carpenter bees, ants, crickets, termites, and field mice. The tech checks and restocks the bait traps – i.e., black boxes along building perimeters which service field mice. B&G schedules all walkthroughs and accompanies the techs on each.

ADM: START-OF-YEAR REVIEW To flush out issues which might need follow-up in the New Year, Jim combed through the 12 monthly minutes of B&G meetings in 2022 plus his many work folders. He found several candidates: [1] remove large windfall and dead trees from back of borderlands that face school; [2] 'lift' large holley at rear of Upper Parking Lot, to remove spiny vines/weeds that are resurging; [3] patch/repaint/re-stripe asphalt surfaces on campus; and [4] explore options for water filtration system in Rectory, to reduce problems adduced by plumbers making repair calls.

GROUNDS: GENERAL MAINTENANCE, EXTRA JOBS, SNOW REMOVAL

Our first full year with Seven Brothers Landscaping [SBL] went well. Both parties sought to build the relationship. We would like eventually to have with SBL and Tommy Khan what we had for five decades with Greenview Landscaping and Curtis Powers. That goal may turn out to be a bridge too far, but we made progress. Still, the new relationship is different. For one thing, the SBL contract in 2022 cost \$ 6,000.00 more than the Greenview contract did in its last year. For another, St. Andrew's no longer gets the freebies that Curtis Powers used to provide – e.g., snow removal, shrub trimmings, etc. On B&G recommendation, the Vestry renewed the SBL contract for two years [01 January 2023 - 31 December 2024] at the monthly rate of \$ 2,350.00. That is an increase of \$ 350.00/month, or \$ 4,200.00/year. That hike reflects higher fuel and wage costs, plus requested extra work in St. Anne's Garden, the Memorial Garden, the backyard of the Rectory, and the Playground. Some of that work – e.g., St. Anne's Garden, Playground – was done by parishioners in 2022 and could be done by them again. B&G is reviewing the division of labor between our volunteers and SBL. For end-of-year extras in 2021 SBL charged \$ 3,500.00 for work on the shrubs and trees around the cooling tower, above the stone retaining wall, and in front of the portico; trimming the fig tree in the niche behind the Undercroft; and removing a dead dogwood behind the Chapel. This year B&G negotiated for \$ 550.00 a smaller package of extras which covered trees in front of the portico, the fig tree, and the large holly and nandinas that impinge on the enclosed porch and family room of the Rectory. A big project for 2023 will be cleaning up the backyard of the Rectory. Snow removal is not covered by the SBL contract. For that task we have an agreement with Marino Gotifati of M&M Landscaping in Sterling, Virginia. When snow begins to build up, Marino will discuss the forecast with Richard Knight. Based on that discussion, Marino will bring his crew to St. Andrew's when the snow reaches a depth of at least 1.5 inches. We know that Marino's work is excellent, and his rates reasonable. In early 2022 Marino charged \$ 200.00 for minor snow removal on our campus. As backup to Marino, we have a handshake agreement with Billy Nunley of Great Outdoor Solutions to do basic snow removal, in conjunction with his contract with our neighbor, Cherrydale Baptist Church.

2310 HOUSE: F&F, MAILBOX, ROOF REPAIRS/REPLACEMENT The house has stood empty since Bishop and Mrs. Taylor left last June. It is fully furnished with items which the Taylors left behind, per an agreement with the Diocese of Virginia, which rents the property. Last September the Anglican cleric who had been chosen to succeed the Taylors as tenants in the 2310 house bowed out at the last minute, due to illness of his wife. A new cleric is expected in the first half of 2023. Meanwhile, B&G visits the house regularly, to look around inside and make sure that all is in good order. The Taylors return for a few days in late January. B&G will make sure that 2310 is ready for them. Last summer the wooden post that supported the outdoor mail box rotted, and the box fell to the ground. Ted Edwards rescued it. He will reinstall that box on a new post when we decide where to locate it. Pending that decision, the box lies on the front porch. The mailman no longer puts things into it. We have long known that the ancient roof of this house, which has two and in some places three layers of shingles, will have to be replaced. Estimates of how much time remains vary from one to several years. Early last fall St. Andrew's got a wakeup call, when the roof above the carport sprang a leak that visibly damaged the beadboard ceiling above the parking area. Artin Services, our main roofer, needed two visits to fix the problem. We

were lucky that that leak was over the carport and not the master bedroom or the library. A further complication is that suppliers' costs are rising rapidly. For example, a few years ago Artin estimated that it would cost \$ 14,000.00 to replace the roof. Now Artin estimates the same job will cost \$ 19,400.00. B&G is getting other bids for this project. When the time comes, we shall ask the Vestry to approve a draw on the Donnelly Building Fund. With that in mind, we are keeping the Vestry apprised of developments on this front.

RECTORY: FANS/INSULATION ON TOP FLOORS, REFRIGERATOR, MICROWAVE We did a major insulation project on the top two floors, to make them more comfortable in general, in particular during the Dog Days of Summer. We first installed and upgraded fans in the four bedrooms. Then we had Comfenergy spray foam into the knee walls, around the dormers, and in areas below the roofs. The result is a marked rise in comfort on the top two floors. Reverend Dorota and we decided to defer a planned Aeroseal treatment of the old air ducts, pending evaluation over several seasons of how the new measures are working. The Vestry agreed to use the Donnelly Building Fund to cover the initial phase of this project, which cost some \$ 9,600.00. For an additional \$ 2,600.00, the Aeroseal treatment would require removing all HVAC gear from the third-floor cubby, sealing the ducts from inside, and putting the HVAC gear back into the cubby. With close coordination between both vendors [Chandler's Plumbing & Heating for the HFAC gear; the Comfenergy subcontractor for the duct sealing], this job could be done in one day. If more steps were needed to reach and hold a comfortable temperature on the two top floors, we would look at installing split-level units with separate thermostats for each room. Last summer Ted Edwards choreographed a move to replace the old kitchen refrigerator with a newer, larger model which had been given to Reverend Dorota and her family. With help from a few strong backs, that transfer went smoothly. Bravo, Ted! On short notice Richard later replaced the microwave oven above the stove. Dabney Wharton of Glebe Radio & Appliances and his installation crew gave us an excellent result. Bravo, Dabney!

CHURCH: TRASH ENCLOSURE, REAR APPROACH After several years of discussion we hired Great Outdoor Solutions to install a pressure treated wooden enclosure for six trashcans along the side of the Undercroft which faces St. Anne's Garden. Billy Nunley's crew built a first-class enclosure resting on brick pavers. The crew weeded around the large azaleas, transplanted one azalea to the front of the kitchen windows, and removed a huge volunteer nandina from another azalea. Thanks to Warren Marton's careful financial management, the \$ 2,400.00 bill could be paid from Sacred Spaces funds and not the Church M&R Account. Our new enclosure easily holds six cans [four trash, one regular blue recycle, one green organic recycle]. We stowed our five extra cans in a nearby corner of the Upper Parking Lot, to use as needed for large events in the Undercroft, sale of Christmas trees, etc. Just after the enclosure was built, some folks voiced concern that those five cans would soon brim with dog poop and other trash. Experience to date has shown that not to be the case. Minimal trash, including dog poop, is being tossed into the five cans, the round trash can which B&G set up in a corner of the Playground, and the four trash cans in the 2310 carport. B&G empties those cans every few weeks. Building this trash enclosure inspired the parish to spiff up the whole rear approach to St. Andrew's. Joy Fall and others put St. Anne's Garden in tip-top shape. B&G had Manuel Membreno, our main painter, power-wash the kitchen porch and apron; the long concrete window sill of the kitchen; the

walkway, staircase and stoop at the rear door of the Chapel; the sills of the Undercroft and Nave windows which face St. Anne's Garden; the sills of the rear windows of the Renehan Center; and the black moss and algae on the brick wall that belongs to our uphill neighbor. Manuel also re-glazed/painted the frames of the windows facing St. Anne's Garden. Take a hard look, dear reader: the rear approach to St. Andrew's has not looked so good in a long, long while.

CHURCH: BOILER PROBLEMS, PES SUCCESSES Some 20 years old, our Weil-McLain boiler had two problems in 2022. One was due to COVID, which forced cancellation of the required biennial tests of pressure vessels in the State of Virginia. Once the pandemic eased, those mandatory tests resumed. It took B&G months to sort out the new procedures by liaising with The Church Insurance Company and the testing company. In December the test showed that our boiler needed a new safety relief valve. Once Precision Environmental Services [PES] installed that new valve, Richard applied for issuance of the two-year Certificate of Operation for the boiler and the chiller. That document will replace the one which expired on 22 October 2022. The second problem also arose in December, when the boiler suddenly stopped heating. Even though the water-circulation pump was working normally, the Church soon became cold. Unable to restart the boiler, B&G summoned PES to address the situation. Once more, PES succeeded. Now St. Andrew's again has heat. With respect to heat on the ground floor, last fall the area around and behind the stage was far too warm. PES discovered that the fancoil unit [FCU] in the Choir Vesting Rooms was putting out too much heat, so it valved off the hot water and unplugged the FCU. When winter arrived in force, PES valved back on the hot water and plugged in the FCU. With respect to uneven distribution of heat in the Nave – a perennial problem that Carrier techs have been unable to fix – PES adjusted algorithm settings in the Comfort Controller installed by Carrier long ago. For the first time both banks of wall units in the Nave now work correctly on Sunday morning. Our Music Director reported that air in the Choir Loft is also more comfortable. Rob Moore is going to lose weight if he keeps taking bows at our behest, but in this case he has no choice. Well done, PES!

CHURCH: WITNESSED FIRE ALARM TEST, KNOX BOX A second major sign of the post-COVID return to normalcy occurred on 30 November 2022, when St. Andrew's held its first fire-alarm test since 2018. It was witnessed by Officer Brian Murphy from the Arlington County Fire Department. This test was preceded by much work by our electrician, Dan Cullen, who checked all emergency lighting systems and replaced at least one bad fixture; and Mike Chapman, our fire-alarm specialist who checked all our legacy pull stations and replaced one. Mike accompanied Inspector Murphy for the entire test, which lasted several hours, and gave him essential information. The next day Inspector Murphy told B&G that St. Andrew's had passed the test. We are waiting for the confirming paperwork, and the bills from the ACFD and Mike Chapman. This inspection reiterated a key point that had emerged in earlier inspections: St. Andrew's needs a Knox Box, a secure container attached to the outside wall which holds keys to the main doors. Aside from St. Andrew's personnel, only the ACFD would have a key to that box. In case of fire or other emergency, the responding ACFD crew would open that box and use the keys to gain entry, rather than smashing down doors. B&G is working with ACFD and others to install a Knox Box in the near future.

CHURCH: SECURITY AND SAFETY Led by Barry Hockett, Nighthawk Security put ceiling smoke detectors outside each of the three elevator doors. Mindful of the tragedy that had hit Mt. Olivet Methodist Church last year, when fire in unmonitored attic space – and the volume of water and other measures used to quench that fire – had caused tremendous damage, we had Barry’s crew also put smoke detectors high on the wall in our Loft and locked attic. All those detectors are wirelessly linked to our existing Nighthawk keypad and transmitter. Also on the safety front, Dan Cullen made sure that the Rectory and the 2310 house have working surge protectors. Those devices are the cheapest form of home insurance that can be found. To make our systems and procedures more transparent, especially in time of crisis, our Parish Administrator, Emily Blecksmith, laminated and posted Dick-and-Jane-level guidance at the two Nighthawk keypads, the furnace and chiller in the boiler room, some kitchen appliances, and elsewhere.

CHURCH: SUMMER CLEANUP Led by Reverend Dorota, early last summer St. Andrew’s launched a major effort to enhance the attractiveness and functionality of the Church building. This required us first to inventory all things which are stored in the building, then to clear away or donate what is no longer needed, in order to reclaim usable storage space for items which are needed. We made good progress, but it was just a start. We donated to a sister church in Alexandria a lovely set of wooden Chapel chairs with kneelers which had long gathered dust in the attic and Loft. We recycled old metal chairs that were in poor condition. We moved construction items from the Renehan Center to the locked attic. We tossed stacks of old 9”x9” asbestos floor tiles. We winnowed out many other holdings. We are looking for a recipient for many red stackable plastic chairs, and for the large unwieldy conference table in the Undercroft. By definition this effort is ongoing. B&G recommends that each year it be re-energized and monitored by the Rector and the Vestry.

CHURCH: ROOF OF UNDERCROFT PORCH Twice a year Artin Services cleans the gutters and downspouts of the four buildings on the St. Andrew’s campus [Church, Rectory, garage, 2310 house], and clears the cleanouts on two downspouts near the carport of the 2310 house. In December the Artin crew reported that the asbestos shingle roof above the Undercroft porch is badly worn and needs to be replaced. Artin sent us a proposal to do this work, and to install wider gutters and downspouts to handle the magnolia droppings, for \$ 4,000.00. B&G is getting more bids for this capital project. Jim discussed options with Artin Sharolli, whose father had founded the company. Artin said that our campus has two old roofs – the Undercroft porch and the 2310 house – that should be replaced, even though each may last a few more years. He opined that the 2310 roof, because it has more than one layer of shingles, may last a bit longer. In recent years Artin techs have replaced both roofs on the Rectory, the roof on the garage, the roof above the kitchen entrance of the Church, and the EPDM membrane above the Main Sacristy. They have periodically replaced shingles on the high slate roof of the Main Sanctuary and the two faux slate roofs facing Lorcom Lane. Some 15 years ago Shiner’s Roofing replaced the flat roof above the library of the 2310 house.

CHURCH: PLAYGROUND MULCH, DRAINAGE, MAINTENANCE MANUALS Largely due to the lockdown caused by COVID, our unused Playground was overtaken by rampant weeds. B&G launched an effort with Vestry support to erase that eyesore. Last

summer parish volunteers of all ages tackled the weeds with vinegar spray and a blow-torch. [The latter approach was quite popular.] Once the weeds had been substantially reduced, B&G brought in 30 cubic yards of shredded wood mulch from the County. Our intrepid volunteers used wheelbarrows to move, and rakes to spread, most of that mulch from the Rectory Parking Lot to the Playground. When some eight cubic yards remained, intense heat brought work to a stop. By sheer coincidence, that week Billy Nunley's crew was working in the Memorial Garden. Once his crew had improved drainage away from the glass wall of the Lounge, and cleared the underground pipes that had been installed several years ago, Billy had them move the mulch remainder to the Playground and spread it around. He took that initiative without being asked. Moral of this story: yes, dear reader, angels still walk among us. One of them is named Billy Nunley. Earlier last year Jim transferred electronically to a parishioner who had expressed interest the warranty and maintenance manuals on all Kumpan equipment in the Playground. Marcela Scott had assembled this information and sent it to B&G soon after the Playground was built years ago. If you want your own copies of these manuals, contact Jim.

CHURCH: HANDYMAN BRUCE BUCHANAN An unsung hero in B&G annals is Bruce Buchanan, handyman. A key member of our team, Bruce takes care of issues that are off the radar and not always noticed, yet important to smooth functioning of the parish. This year his projects included replacing broken gliders on stackable chairs in the Undercroft, to avoid scratching the new floor; using WD40 on all lower windows in the Undercroft and Main Sanctuary, to make them easier to open; putting up a warning sign and cushion at the low point of the ceiling above the staircase that comes down from the Loft, to help the unwary avoid an unpleasant thump; replacing wall-mounted doorstops behind the wooden doors in the Church; and improving the closing mechanism of the rear door of the Chapel.

CHURCH: A FEW PENDING PROJECTS [1] Better lighting conditions in the Nave remain a high priority. B&G is supporting David Adcock and others who are seeking major improvement. Financing looms as the big issue, but the more immediate challenge is to obtain broad parish agreement on specs for fixtures, candlepower in the pews, etc. [2] An upgrade of the Main Sacristy has not occurred since the major expansion of 1961. Prompted by a chat with Karen White, B&G began to study what would be required. We asked the Altar Guild and others to draft a comprehensive list of desired fixes, on the basis of which we would eventually get formal bids. To get a rough order of magnitude for the financial requirement, we obtained a bid from Design Pro: \$ 10,624.00 plus countertops. At a minimum this job would involve keeping the cabinet boxes but refinishing their doors and drawers; new flooring; new countertops and fixtures; new lighting; and a full paint job. So far no priority has been given to this project, and no funds have been raised. [3] Hand rail for ceremonies in Memorial Garden. Recent ceremonies to inter ashes showed that older folks have difficulty in walking from the portico level down to the lawn. The two stone staircases are steep and uneven. It was suggested that a handrail would make a big difference. B&G got a bid for \$ 1,685.00 from Barry Hockett of Mill-to-You Fences, the company which had installed fences at the 2310 house, the Playground, and the Rectory. We are unsure whether this expense can be justified in light of our tight financial situation. After all, interment of ashes happens seldom, and there are alternative solutions – e.g., keep visitors on the portico level during interment, while the priest and an assistant do the ceremony on the lawn below.

[4] Cleaning out the store room with the York furnace, and tidying up the boiler room. Both areas were heavily impacted by Sacred Spaces construction a few years ago. Inspired by momentum from the summer cleanup, B&G is striving to jettison stuff that St. Andrew's no longer needs or uses. Churches accumulate 'gifts' just as ships accumulate barnacles. In both cases it can be hard to get rid of new acquisitions. [5] Refinish two communion rails in Main Sanctuary. Heavy usage over the years has taken a toll on these rails. When a parishioner last year showed interest in helping to finance a project to refinish them, B&G got a bid for \$ 2,400.00. Then one of our accomplished volunteers showed interest in doing the job for free. Stay tuned, dear reader.

Here endeth the B&G report for 2022.

SACRED SPACES

Mr. Warren Marton

Remaining project tasks were completed during 2022 as follows.

- The large serving counter and small side counter in the Undercroft were installed. Also, a large removable wood counter top was provided for the heating table in the Kitchen.
- An outdoor enclosure for trash carts has always been part of the Sacred Spaces project scope. Funds were made available to Buildings and Grounds who managed the design, fabrication and installation of the enclosure.
- The lock mechanism for the closet door across from the Rector's Office was adjusted so that the lock for this frequently used closet remains open.
- The elevator emergency light by the Rector's Office was adjusted so that the light functions properly during emergency conditions.

Looking ahead to 2023, the audio control box on the wall in the Undercroft is a candidate for using modest remaining Sacred Spaces funds to upgrade the capability of the box. Currently, the box satisfactorily sends audio signals from a wired microphone and a Shure wireless microphone to the ceiling speakers. The upgrades being considered are additional inputs from a computer and a smart phone as well as various microphone configurations in support of performers on the Undercroft stage. Finally, improved signage will be provided for elevator operations, such as silencing elevator alarms, resetting elevator after power failures, and using the elevator phone and alarm buttons.

St. Andrew's Episcopal Church

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