

Annual Report 2023

Prepared for the
Annual Meeting of the Parish
January 28, 2024



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.

2023 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
Mr. Jeremy Cannon, Parish Administrator
Mr. Brandon Nonnemaker, Seminarian

ST. ANDREW'S VESTRY

Mr. Mark Seip (Senior Warden)
Ms. Sarah Flowers (Junior Warden)
Ms. Rosalía Rodríguez-García (Communications)
Mr. David Adcock (Stewardship)
Ms. Camille Benton (Worship and Music)
Ms. Elissa Ghosh (Outreach)
Mr. Dana Madsen (Physical Plant)
Ms. Shelley Volkwein (Creation Care)
Ms. Sarah Wronsky (Welcome and Fellowship)
Ms. Doris Smith (Treasurer)
Ms. Marie Hone (Register)

TRUSTEES

Ms. Sarah Flowers
Mr. Richard Knight
Mr. Rhett Petcher

ST. ANDREW'S MEMBERSHIP INFORMATION

Average Sunday Attendance (ASA)

2023: 65

2022: 64

2021: 60

2020: 94

2019: 88

Baptisms in 2023: 5

Penelope Hope Thomas

Kamila Wright-Pruski

Noah Grayson Caldwell

Theodore Richard Roan

Finn Brian Buchanan

Confirmations and Receptions in 2023: 4

Elissa Ewalt Ghosh

Sarah Simmons Wronsky

Florence Tetsuko Tanabe

Shelley Lynn Volkwein

Weddings in 2023: 0

Burial services in 2023: 0



2023 MINISTRIES OF ST. ANDREW'S

Worship

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

Formation

Family Ministry — Mallory Nonnemaker; Glorious Companions — Carol Kiranbay

Communications

Communications Ministry Team — Joe Klem; Church Office — Emily Blecksmith and Jeremy Cannon

Outreach

Outreach Ministries — Marcela Scott; Endowment for Human Needs — Marcela Scott; Haiti partnership — Carol Kiranbay and Libby Schollaert; PathForward — Marcela Scott; Backpack project — Jen Gowetski; Garden and Orchard — Dave Smith and Ted Edwards; AFAC Canned Food Assistance — Marcela Scott; Salvation Army's Christmas Angels — Jen Gowetski

Parish Life

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 — John Williams; Counters — Joy Oakes;
Golden Jubilee Trust — Bob Len; Memorials Committee — Lloyd Starns;
Christmas Tree Sales — Bob Len

Stewardship

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

Physical Plant

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

TABLE OF CONTENTS

Ministry of Leadership	
Wardens Report	7
Ministries of Worship	
Music	8
Altar Guild	9
Lay Worship Ministries	9
Ministries of Formation	
Family Ministry	10
Glorious Companions	10
Ministries of Communication	
Communications	11
Ministries of Outreach	
Garden of Hope and Apple Orchard	12
Outreach Projects	13
Community Partners	15
Endowment for Outreach and Human Needs	16
Ministries of Parish Life	
Welcome and Fellowship	17
St. Andrew's Players	17
Poetry Fest	18
Congregational Care	19
St. Anne's Guild	19
Creation Care	20
Ministries of Finance	
Finance Committee	21
Stewardship Committee	24
Planned Giving Program	25
Counters	25
Golden Jubilee Trust	26
Memorials Committee	27
Christmas Tree Sales	28
Ministries of Physical Plant	
Duty Officer Ministry	29
Buildings & Grounds	29
Renahan Center	34

Ministry of Leadership

Warden's Report

Mr. Mark Seip and Ms. Sarah Flowers

If we could pick one word for 2023 it would be Change. In a single year we changed out our entire parish staff, including our rector. We changed out leadership in key ministries. We even changed nearly all the lightbulbs around the campus!

This year for us was unlike anything we ever expected, put into a position of leadership neither of us were quite ready for. We learned a lot on the fly, advised by amazing people like Doris, Jeremy, Jim, Brandon, Karen, Beth, Colleen, and many more. And we had an incredible Vestry team – Rosalia, Camille, Elissa, David, Shelley, Sarah, Dana, Doris, and Marie – providing their talent and time as we collectively kept the church moving forward.

So lucky for us we get to pick a second word for 2023: Gratitude. When people would ask us “so, how’s it going?” our first reaction from start to finish was “Thank God (literally) we have awesome people at St. Andrew’s.” The support we received – whether someone jumping in to solve a problem, offering their time when we were pretty sure they didn’t have any to offer, or simply having a kind word come our way for the job we were doing – was absolutely incredible. We are so thankful to lead this church during this time of transition because of our fellow St. Andrew’s family members and the love we felt along the way.

And because we can, we’re going to add a third word, this one for 2024: Optimism. In a time of transition it can be difficult to see where things are going, particularly when change piles upon change as has happened to us. Yet it is clear in the support we received and in watching things like the holiday listening sessions that we care about each other and about the future of this faith family, and this creates the optimism we collectively hold. We like who we are as a church and want to bring our uniqueness to each other and to our community in the name of sharing God’s message of faith, hope, and love. We are confidently optimistic we will find a great priest-in-charge and other staff members, and in the meantime will be led by an amazing Warden and Vestry team going forward. And most importantly we are optimistic in the love and care we have for one another as we look ahead to the next year in this church family’s amazing history.

Thank you for everything – in God’s love and with gratitude to all,

Mark and Sarah

Ministries of Worship

MUSIC

Mr. Brandon Heishman

“My life flows on in endless song
Above earth’s lamentations,
I hear the real, though far-off hymn
That hails a new creation.
Through all the tumult and the strife
I hear it’s music ringing;
It sounds an echo in my soul.
How can I keep from singing?”

God’s song lives within us and we echo that song through our living, our community, and with our voices! Our musical life at St. Andrew’s has been rich with offerings and blessings this year.

Our talented and ever-faithful volunteers of the adult choir led the music of our services in several shortened choir seasons. Our official choir seasons were Lent, Eastertide, All-Saints through St. Andrew’s, and Advent through Christmas. Choir members continued to gather and sing between seasons, supporting congregational singing and adding special musical offerings along the way. We welcomed several new members to the choir this year, and with occasional addition of a few paid singers, offered many great anthems and robust hymn singing.

In July, we welcomed soprano Courtney San Martin and pianist Victoria Schwartzman back for an afternoon concert called, A Moment for Music. The two filled the church with beautifully expressive art songs and piano solos.

In the Fall we began working with Emery Brothers Pipe Organs of Allentown, Pennsylvania to make some much-needed repairs to the organ. Adam Dieffenbach (owner of Emery Brothers) has experience working with other Petty Madden instruments and was pleasantly surprised to report that after almost 40 years with minimal maintenance, the organ is still an impressive example of the builder’s work. New motors were installed on the expression shades, restoring dynamic control to the enclosed divisions. The next phase of repairs (replacing toes on a few pipes to keep them upright and new pistons for the console) will be completed in early 2024.

Adam and his team are thorough, knowledgeable, and attentive to the needs of the instrument and the church.

Also in the Fall, our adult choir renewed our collaboration with the choir of Holy Cross in Dunn Loring. Joined by St. Timothy's of Herndon, we presented a festive evensong for All Saints' and All Souls' on November 1. Congregants from all three churches gathered for a glorious night of choral music and liturgy in remembrance and prayer for departed loved ones. We met once again in December for a night of Advent Lessons and Carols at Holy Cross, reflecting on God's promise for salvation and peace. Music from the choirs and a brass quartet ranged from tender to mighty, joyful to reflective, preparing room in every heart for the coming of the King.

When friends rejoice both far and near
How can I keep from singing?

ALTAR GUILD

Ms. Camille Benton

Ana White concluded her service as the Director of the Altar Guild and has turned over to Marc Hone. The guild has eight members who look forward to continuing to serve the St. Andrews community in the year ahead.

LAY WORSHIP MINISTRIES

Ms. Christine Ensley

We would like to recognize Ana White for her decade-long efforts to lead and train the Lay Worship Ministry team. Ana, we can't thank you enough all that you have done to make services function at St. Andrew's for many, many years. We would also like to thank our wonderful team of almost 30 lay ministers who graciously serve as crucifers, lectors, servers, ushers, chalice bearers, prayer leaders and torch bearers (often in multiple roles) for the 8:00 am and 10:00 am services. We could not have worship services without you, and your role is especially important during this period of services presided over by supply priests. St. Andrew's parishioners always make sure that the show goes on each Sunday, but we encourage anyone who has resolved to try something new in 2024 to consider joining the Lay Worship Ministry team! We are in particular need of ushers. Please contact Christine Ensley at christine@christine-ensley.com for more information.

Ministries of Formation

FAMILY MINISTRY

Ms. Camille Benton

The family ministry continues to thrive at St. Andrew's despite some challenges this year. Mallory Nonnemaker, the Director of Family Ministries, departed in June, moving to Gainesville, Georgia, along with her husband Brandon and their boys. Mallory preached the 10am sermon on her final Sunday with us, inviting the children to join around her at the altar.

We are grateful for the dedication of parent volunteers, who have faithfully and lovingly led the family service since Mallory's departure. Sarah Flowers, in particular, has maintained the service, ensuring that our children continue to have a place for fellowship, learning, and worship.

We continue our search for a Director of Christian Formation. This new position expands on the former Director of Family Ministries, as we seek an individual to form all members of the parish community in the Episcopal faith. The eventual director will lead weekly worship for children, regular programming for youth, and formation offerings for adults.

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 eight women, and we always welcome new members. Attendance can be intermittent or regular. Book discussion time varies and often leaves room for coordination and planning between the various ministries to which we belong.

We choose by consensus the books we read and discuss; and during 2023 we read the following: Paul Among the People by Sarah Ruden, Surprised by the Parables-Growing in Grace Through the Stories of Jesus by Michelle Lee-Barnwell, The Art of Gathering by Priya Parker, and Living Faithfully as a Prayer Book People by John H. Westerhoff.

Ministries of Communication

COMMUNICATIONS

Mr. Joe Klem

The Communications Ministry kicked off 2023 by publishing and implementing our new Privacy Policy in February, which covers not only our website, but also our email and paper-based recordkeeping, too. This was a cross-parish effort with many helpful inputs from staff, ministry leads, and other volunteers. Have you noticed that St. Andrew's website doesn't prompt you with a pop-up to accept cookies? That's because we're not using them, and we hope you appreciate the non-interruption.

Another accomplishment was the introduction of aluminum poles to support the outdoor banners we display for certain seasons and events. With the help of the Building & Grounds Ministry, we have placed tubes in the ground so the aluminum poles can be removed and stored when not in use. The resulting solution will be much easier for volunteers to manage without tools, ladders, etc.

For the second consecutive year, we enabled online pledging and giving, via our website and the Vanco donation platform. Many thanks to Parish Administrator Jeremy Cannon and Treasurer Doris Smith for helping to set up and test the system.

With help from Bas Bakker and David Adcock, we continue to record and publish sermon video recordings.

Last but not least, many thanks to Rosalia Rodriguez-Garcia, 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 Outreach

GARDEN OF HOPE AND APPLE ORCHARD

Dr. David Smith

St. Andrew's has sponsored a "Plot Against Hunger" vegetable garden for 15 seasons. In 2020, we renamed the garden the "Garden of Hope", as a beacon of our outreach efforts during the Pandemic and continuing today. The oversight of Arlington Plots was taken over in 2021 by Friends of Urban Agriculture after a long, successful partnership with Arlington Food Assistance Center. Rock Spring Congregational Church in Arlington continues its great support of the program, serving as the central collection, sorting, and packing hub for garden produce, initially receiving produce on Mondays, and then expanding to Thursdays at the height of the growing season. Recipients of our produce noted that the fresh vegetables from the garden were incredibly popular and clearly appreciated by clients. Every pound was clearly needed because of the continuously growing client base in Arlington, and our garden is a major contributor to the Plot Against Hunger program.

In 2023, we began the season on Sunday, March 26th (rained out on Saturday) when a crew planted kale, collards, and cabbages grown in the Smith's basement. Also in April, we planted radishes and romaine lettuce courtesy of the basement garden. The early crops were deemed a great success. We continued to pick kale and collards through most of the season.

Starting in May, we hosted weekly workdays. The Episcopal High School, the Smith family basement nursery, and various other local donors contributed more tomatoes, peppers, and summer/winter squash seedlings to finish out the summer garden. In May, we also installed our drip irrigation system to the delight of all our volunteer waterers! The irrigation system also helps conserve water and keeps the moisture off the vegetable foliage.

We successfully leveraged the "Signup Genius" website to maintain our water, weeding, and picking schedule throughout the season. We harvested bountiful yields of summer vegetables and fruit (Apples and Pears) until frost. Our total yield for the year was 2,867.21 pounds! We are also enormously proud of the community built with the volunteers that support our "Garden of Hope".

Our outreach project attracts volunteers from the Parish along with a substantial number of volunteers from the community (the majority over the last couple of years). In 2017, we began a partnership with Marymount University's "Food for Thought" service club mentored by Professor Susan Agolini, and our Marymount partners routinely supply a robust group of active volunteers. From a 'community gardening' perspective, the garden has promoted awareness of sustainable organic gardening practices among our families and their children and has helped Food Banks reach their goal of providing fresh vegetables and fruits for their clients. St. Andrew's is blessed with a large campus and the garden has been a wonderful way to share our bounty with the community. It has also been a great opportunity

for our many gardeners to enjoy gardening while knowing their work and resulting yield go to a wonderful outreach effort.

We attribute our continued success to our team of loyal volunteers who regularly participated in planting, watering, harvesting, and watering along with regulars from a group of AFAC recruited volunteers. 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 throughout the entire growing season.

OUTREACH PROJECTS

Ms. Marcela Scott

FIRST SUNDAY OF THE MONTH BREAKFAST

In February 2020 BC (before Covid), Jason Thomas and Ted Edwards meet with Rev. Dorota to pitch the idea of serving a monthly breakfast to the parish. The purpose of the breakfast was to build fellowship. Dorota approved the idea requiring the breakfast be supported by the men of the parish. Fast forward 26 months to May 1, 2022, when five men of the parish volunteered to cook and serve the first “First Sunday of the Month Breakfast”. Today, many more St. Andrew’s men have volunteered and worn the red apron.

This ad hoc men’s club cooks and serves breakfast once a month for 30 (and growing) parishioners for donations only. The breakfast uses the church’s plates, flatware, coffee cups, etc., to eliminate paper plate and plastic utensil costs and waste.

In 2023, the First Sunday of the Month Breakfast served breakfast nine times. No breakfast was served in July, August, and September. Although not the primary goal of the breakfast, the breakfast donated \$1,053 to the church’s general fund in 2023.

In October, November, and December, the First Sunday of the Month Breakfast expanded its operation by preparing more than 60 meals - 30 meals for St. Andrew’s parishioners and 30 meals for the clients at the New Hope Housing Residential Program Center (RPC). Parishioner volunteers delivered (and then served) the freshly prepared breakfast to the RPC, which is located off Columbia Pike. The RPC serves individuals who are on the road to long term housing through case management and advocacy, as well as those seeking emergency shelter on the weekends and during winter months. The RPC does not have a stove or large scale refrigeration, meaning this type of ministry fulfills an essential need. In addition, the RPC welcomes donations of clean, very gently used bed and bath linens, as well as other gifts of time, tithe and talent. For more information on the RPC, please visit their website (<https://www.newhopehousing.org/our-services/shelters/residential-program-center/>) or contact volunteer coordinator Donald Richardson drichardson@newhopehousing.org. For information on how you can help St. A’s with a meal delivery and service for RPC, or host a linen drive, please contact Susan Thomas, susanfinleythomas@gmail.com. (Chair: Ted Edwards)

ANGEL TREE PROGRAM:

For the twelfth 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:

We moved our packing date permanently to Sundays in 2023 and gathered in the St. Andrew's kitchen after the 11:00AM service on one Sunday in each of January, February, March, April, May, June, September, October, November, and December to assemble 50 meals in support of PathForward. During these meal packing sessions, we were thrilled to see participation of between 8 and 13 volunteers at our meal prep events and were very grateful to Elissa Gosh and her Girl Scout troop for taking care of the meals in May. All ages were welcome, and it was always a great teaching moment for our young people. We would like to thank the Smith family (Dave and Doris) for picking up 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 (Dave and Doris Smith, Anne Williams, Helen Ely, Claire Jones, and the Gosh, Benton, Beale, Flowers, Bakker and Scott families. (Chair: Marcela Scott).

HAITI OUTREACH:

In 2023, the eleventh year of our partnership with St. Peter's School in Berault, Haiti, we provided support for a school lunch program, salaries for two preschool teachers, and backpacks for students in the total amount of \$8,900.

We learned firsthand about the dire security situation in Haiti when the beloved niece of our first partner priest, the Rev. Frederic Menelas, was kidnapped by a gang. Thanks be to God, she was returned unharmed; and our St. Andrew's community sent him \$2,800 to help repay the moneylenders from whom he borrowed the ransom amount. (Chair: Carol Kiranbay)

ARLINGTON FOOD ASSISTANCE CENTER FOOD DRIVE:

St. Andrew's continued its food collection effort on behalf of the Arlington Food Assistance Center (AFAC), and food donation baskets were made available outside the church office and at each entrance to the nave every Sunday. Due to the generosity of our community, we were able to provide AFAC with 125 to 200 lbs of donated food approximately every three weeks in 2023. We are especially grateful to our wonderful delivery volunteers: the Clark family, the Gosh family, the Benton family, Jen Gowetski, the Thomas family, Carol Kiranbay, Jane Massant, and the Rauseo family. We always welcome new volunteers, and anyone interested can sign up [here](#) or go to

<https://www.signupgenius.com/go/9040544ACAF2DA20-standrews1#/> (Chair: Marcela Scott)

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. In 2023 the Endowment for Outreach and Human Needs awarded scholarships totaling \$1500, which went to three students in our congregation. (Chair: Marcela Scott).

COMMUNITY PARTNERS

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.

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.

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.

St. Andrew's hosted the **Red Cross Blood Drive** five times in 2023: February 7, April 4, June 6, August 29, and November 7. The Red Cross appreciates our undercroft and its easy access (no stairs) for their equipment.

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

The Outreach Committee had another outstanding year in 2023 and distributed \$1,500.00 to three scholarship recipients and \$ 2,750.00 in grants to deserving organizations, including Diocesan Haiti Outreach. Our scholarship recipients are Sonja Bakker, Charlotte Jones, and Janey Volkwein.

Marcela Scott is serving as the Endowment Chair along with Endowment Committee members Richard Knight as Treasurer, Dave Smith as Deputy Treasurer, Susan Thomas and Peter Wehmann. The Committee welcomes new members.

The Endowment enables Parishioners to make planned giving bequests in their Wills and Trusts, and to make direct donations to it. Distributions are made to 4 groups of beneficiaries; ¼ to local outreach, ¼ to Diocesan outreach, ¼ for scholarships and ¼ for reinvestment.

The Endowment 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. The Endowment was established by Harry Amos, its principal donor in 1991, and has grown to \$153,864.89 in assets.

Investments are made by its Wells Fargo Advisor's professional financial adviser who annually reviews its portfolio and makes recommendations.

Financial Highlights for 2023: Dividends & Interest earned of \$ 5,808.03 and gifts of \$500.00 received from parishioners.

Grants, Distributions and Expenses made in 2023:

Scholarships (3)	\$ 1,500.00
Diocesan Outreach to Haiti	\$ 1,375.00
Local Outreach	\$ 1,375.00
Reinvestment	\$ 1,750.00
Wells Fargo Management fee	\$150.00

Investment Account Assets - December 31, 2023 - \$ 153,864.89.

Ministries of Parish Life

WELCOME AND FELLOWSHIP

Ms. Elissa Ghosh & Ms. Karen White

Welcome and Fellowship Committee. In 2023 this ministry hosted and/or co-hosted the following:

- 4 Baptisms -May 7 (Penelope Thomas & Piper Kluger), May 28 (Kamila Wright-Pruski), June 11 (Noah Caldwell), October 15 (Finn Buchannan)
- Easter Sunday – April 9, 2023
- Bishop’s Visitation Reception – April 30, 2023
- Reception for Brandon Nonnemaker’s Final Sunday as Seminarian – May 7, 2023
- Farewell Reception for the Nonnemaker Family – June 11, 2023
- St. Andrew’s Picnic – September 10, 2023
- Farewell reception for Reverend Dorota- October 15th
- St. Andrew’s Day – November 19, 2023

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

This very important ministry has been without a leader for a year. Please consider volunteering!

ST. ANDREW’S PLAYERS

Ms. Jane Massant

Having already chosen our spring production, “Whistle Down the Wind,” in the fall of 2022, the St. Andrew’s Players jumped right into 2023 with three nights of auditions the first week. It took a while longer to cast all of the roles for this challenging show, with a story and music unfamiliar to American audiences. Nonetheless, we started rehearsals on January 8 and eventually assembled a cast of 36, ranging in age from 5 to 80, including a mix of veterans as well as children and adults who had never been onstage.

“Whistle Down the Wind” was performed April 28th, 29th, May 5th and 6th to audiences of 90 to 100 each night. The show was the result of four months of rehearsals, designing and building sets, lighting, and sound, acquiring costumes and props, etc. The dedicated crew met the many challenges of this production with confidence and optimism. Enthusiastic audiences inspired the cast to reach new heights each and every performance. Cast members especially enjoyed the opportunity to respond to questions posed by the audience during the “talk-back” session on May 5th. It seemed obvious that lessons derived from the story, the songs, and friendships will be long lasting and a witness to the goals of our Ministry.

In July, core members of the Production Team (Jane Massant, Director; Brandon Heisman, Musical Director; John Williams, Tech and Set; Joan Lawrence, Costumes; Joe Klem,

Publicity; Karen Colmie, Stage Manager; and Sarah Wronsky, Actor and Vestry Liaison) met via zoom for a follow-up discussion. Highlights included:

- * Documentation showing that of the 36 cast members, 18 were current or former parishioners. Approximately 47 others made up the production team, 35 of whom were St. Andrew's folk. This included the many men and women responsible for the very successful Dinner Theater evening. Special thanks to Linda Ciocci for coordinating this event.
- * Review of the successful collaboration with Rock Spring Congregational church which, in addition to contributing members of the cast and crew, also prepared and presented a program addressing the questions that "Whistle Down the Wind" raised regarding faith, loss, and loyalty.
- * Kudos for the professional level of performance of our younger cast members and adults new to the stage, especially pertaining to their mastery of music and characterizations.
- * Generous notes and comments in regards to challenges with casting, set design, music, lighting and sound. All were shared in the interest of anticipating and mitigating problems in the future, particularly in a post-covid environment.

The Players' goals for 2024 include formalizing the ministry's organizational structure, presenting the traditional St. Patrick's Day fundraising dinner show (March 16th), and exploring various forms of performance art that both inform and entertain our congregation and community. As always, we will be recruiting volunteers on all fronts. We hope that in our 52nd year we will continue our mission "to provide top quality family entertainment to the community; promote self-expression, appreciation of the theatrical arts, and Christian fellowship within our parish; and to demonstrate God's love and spread His joy through the medium of theatre."

POETRY FEST

Ms. Helen Ely

The 2023 Midsummer Poetry Fest took place on Sunday, July 9, at 3 pm in the St. Andrew's lounge. The theme was Gardens, chosen to highlight our church's aspiration to care for the earth, our garden home. Among the 14 participants was Shelly Volkwein, vestry member charged with furthering the work of creation care. She encouraged us to sign up to help in St. Andrew's highly productive organic vegetable garden and to reflect on other ways we might respect and preserve God's creation.

Reverend Dorota Wright-Pruski opened the session with a prayer and shared a poem by Israeli poet Yehuda Amichai, book-ended by Diane Marton's reading of Naomi Shihab Nye's "The Garden of Abu Mahmoud." Priscilla Carey paid tribute to Fairfax County for naming their new middle school, where her grandson is enrolled, after poet Robert Frost. Priscilla, vacationing in Maine, chose "Stopping by Woods on a Snowy Evening," read by Ruth Duvall. Helen read an excerpt from Kipling's "The Glory of the Garden." John Williams

introduced us to the wonders of artificial intelligence with a garden poem authored by Chat GPT. Joe Klem shared a poem by Mary Oliver and an interesting anecdote regarding the origin of finger-snapping as a replacement for applause at poetry readings. Christine Ensley read three garden haiku and Craig Lawrence read Wordsworth's "Daffodils." Libby Schollaert read the French Renaissance classic "Ode a Cassandre" and Mary Youman favored us with Robert Louis Stevenson's "The Gardener."

Once again, Peter Wehmann drew enthusiastic participation in his poetry trivia quiz. Kudos to this year's champion, Christine Ensley.

CONGREGATIONAL CARE

Ms. Karen White

The Congregational Care Committee provided continuing care to parishioners in 2023 with prayers, visitations, cards, flowers, meals, transportation and communion. This past year fellow parishioners lost family members, recovered from surgeries and illnesses, and relocated when requiring additional resources. The committee supported them with meals, flowers and transportation for continuing care. Additionally, we were able to provide communion to "shut ins" and expand Eucharistic Visitors through the Diocese. We also were able to increase membership as more parishioners learned about our mission.

Goals for 2024 remain 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 who is 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 2023 programs:

Mar 2023 – Ted Edwards was our guest speaker. He shared his adventures of his European bike trip.

Jun 2023 – Rt. Reverend Dabney Smith, Visiting Bishop in the Diocese of Virginia, joined us for our June meeting. He spoke about "My Life in the Church"

Sep 2023 – Our guest speakers were Tom Cassidy and Joy Oakes whose lifetime careers have been spent in conservation and historic preservation advocacy.

Dec 2023 – The Guild gathered and held its holiday luncheon. We discussed, voted and approved our outreach donation recipients.

Other 2023 Activities:

St. Anne's Garden

Path Forward Sock and Clothing Drive

Coffee hours

Various Simple Suppers

Emily Blecksmith's farewell luncheon

Outreach

Voluntary contributions provide the means for in-reach and outreach. St. Anne's Guild 2023 outreach support included monetary support to St. Vincent's Center, Haiti,

Doorways for Women and Families and Arlington Thrive

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

CREATION CARE

Shelley Volkwein

St Andrews stood up a new cross- ministry, community of interest in 2023 dedicated to Creation Care to identify how St. Andrews and our campus can address climate change and protect the natural resources that sustain all life on Earth. This can include actions to reduce greenhouse gas emissions, promote sustainable energy, and encourage the safe and just use of natural resources. In the near term, projects and initiatives will be focused on projects that earn credit towards reducing the new Storm Water Utility Fee that Arlington Country will leverage against all property owners, included churches, in 2024.

Our first initiative for has been to Adopt-A-Street to support litter control and storm water management in our local neighborhood behind St. Andrew's around Dorothy Hamm Middle School Parish members can expect a call of volunteers on a quarterly basis in 2024 to have positive impact in our community by volunteering to keep our neighborhood clean.

Listening sessions to gather ideas and identify additional areas for engagement in this new Creation Care community of interest will be held early in 2024.

Ministries of Finance

FINANCE COMMITTEE

Mr. John Williams

THE FINANCE COMMITTEE: The ministry of the Finance Committee is to provide advice to the Rector, the Treasurer (Doris Smith), and the Vestry on the prudent management of the church's finances consistent with the principles set forth in the Manual of Business Methods in Church Affairs of the National Protestant Episcopal Church and to report periodically to the Congregation on the church's financial position and challenges. The Finance Committee acts as a discussion forum on financial issues or questions that arise concerning the church's finances, including best practices for cash management. The Rector, the Treasurer, and the Wardens are invited to all meetings of the Finance Committee. The members of the Finance Committee are Bob Len, Rob McDonald, Jon Kurrle, and John Williams, Chair.

The Finance Committee met with the Rector and the Treasurer in June and August 2023 to discuss and provide advice on the following subjects:

- Review of the financial results for the first quarter;
- The review and report of the church's financial position at mid-year;
- The scope of work and compensation for a new bookkeeper/accountant for the church;
- The accounting treatment for the financing of the Nave lighting study;
- The reconciliation of the monthly income statements and the corresponding balance sheets;
- The characterization of, and restrictions on the use of, gifts received by St. Andrew's in accordance with the applicable financial accounting standards;
- The type of accounting method utilized by St. Andrew's;
- The rules for the use of the Donnelly Building Fund as a designated fund established by the Vestry; and
- The schedule for preparation and review of the 2024 budget proposal to the Vestry.

The Finance Committee also reviewed and commented on drafts of the proposed 2024 budget prepared by the Treasurer and provided advice to the Treasurer in connection with the preparation of the final draft 2024 budget that was approved by the Vestry at its December 2023 meeting.

FINANCIAL REPORTING: The Vestry and the Finance Committee receive regular monthly financial updates from the Treasurer for review and comment. These updates are included with the minutes of the monthly Vestry meetings, which are available to the congregation. The Finance Committee Chair presented a summary of the church's mid-year financial position to the congregation at the 10:00 AM service on July 16, 2023. A review of

the church's financial position at the end of 2023, and the 2024 budget, will be provided at the St. Andrew's Annual Meeting on January 28, 2024. End-of-year financial status is officially captured in the Treasurer's input to the Diocese-mandated Parochial Report, which is provided to the Vestry for review at its February meeting.

The following summaries of highlights of the church's financial position in 2023 and budget for 2024 are preliminary and will be supplemented in the financial presentation at the Annual Meeting.

FINANCIAL POSITION 2023: The 2023 budget projected a deficit of **\$44,000** for the year. At the midpoint of the budget year, the church's net operating deficit was **\$25,713**. By the end of December 2023, the net operating income was a profit of **\$15,722**. **Income exceeded the budget by a little more than \$50,000** due to increases in pledged, unpledged and loose offerings, and more significantly as a result of substantial increases in rent for building use by others – including the rental of the Renehan Center space by Verbal Beginnings last summer – and a substantial increase in investment income due to the placement of much of the church's reserves in short term Treasury bills as recommended by the Finance Committee. **Expenses through December were below the budget by about \$9,500**. Buildings and Grounds expenses exceeded budget by \$25,000 due to increased costs of maintenance and repairs to the church, its heating and air-conditioning system, the rectory and the 2310 house, together with the unanticipated cost of a significant repair to the organ. Those cost increases were largely offset by savings in personnel costs as a result of Rev. Dorota's departure in mid-October (which savings more than offset the expense of supply clergy thereafter) and the lack of a Minister to Families for the second half of the year.

A gift to St. Andrew's from the estate of long-time parishioner Trudy Koczyk in the amount of approximately **\$305,000** received during the first half of the year resulted in a significant improvement in both the balance sheet and the income statement of the church in 2023. It increased the church's unrestricted reserves substantially; and the investment of the funds generated a significant amount of income that was not anticipated by the 2023 budget.

A more detailed update of the church's financial position at the end of 2023 will be provided at the Annual Meeting on January 28, 2024.

FINANCIAL POSITION 2024: In light of the current transition in the staffing of St. Andrew's, it was necessary to make certain assumptions about staffing and the cost of personnel in the 2024 Budget. The 2024 budget approved by the Vestry is based on the following key assumptions and decisions taken with regard to personnel: 1) that St. Andrew's will continue to rely on supply priests through April, and that a Priest-in-charge will be on the payroll for 8 months thereafter; 2) that the cost of a Director of Music will be similar to the 2023 cost for that position; 3) an upgrade in the position of Minister to Families to Minister of Christian Formation at a full year cost; 4) an increase in the Parish Administrator's hours and the provision of health insurance benefits based on the

Denominational Health Plan (DHP) guidelines of the Episcopal Church requiring benefits for employees working 1,500 hours or more per year, and 5) an increase in the cost of bookkeeping due to the hiring of Claire Hardie in early November as a contract employee to maintain the books of the parish. The estimates based on those first three assumptions are subject to significant change (a) if St. Andrew's does not hire a Priest-in-Charge within the projected timeframe, (b) because a new Director of Music has not yet been hired, and (c) because a new Director of Christian Formation has not yet been hired.

A bright spot in the financial picture for 2024 is the rental of the Renehan Center to Arlington Neighborhood Village (ANV) – a volunteer non-profit organization that helps older Arlington residents to continue living in their homes – for two years at a current rental of \$ 22,800 for 2024. Before ANV moved into the Renehan Center, they provided funds for capital improvements to the space - removing all carpets and installing new luxury vinyl flooring. The space was painted, and the cost for the paint project will be covered in 2024 by an additional payment of \$375/month from ANV. Overall, the 2024 budget projects rental income from building use by others at about twice the actual amount received in 2023.

The 2024 budget meets the Virginia Plan for Covenantal Giving **and pledges to the Diocese 9% of the three-year average of plate offerings, pledges and regular support.**

This will increase our pledge to the Diocese by about \$3,500 to \$33,821. The budget also includes a \$20,000 contribution to the Donnelly Fund for repairs to the buildings and grounds. The budgeted expense of maintenance and repairs to our buildings and grounds for 2024 is approximately 12% higher than the budgeted amount for 2023.

Overall, the 2024 budget projects a larger deficit than the one projected for 2023. In the short term, there are enough funds in the General Fund reserves to cover this deficit; but a deficit of that size cannot be sustained for long.

Additional details regarding the 2024 budget will be presented at the Annual Meeting on January 28, 2024.

AUDIT: The 2022 Audit was completed by the Vestry-appointed team of Heath Flowers, Bill Clement, and Michael Wronsky. The findings were reported to the Vestry in August. The Audit Committee did not find any major deficiencies in the 2022 Audit. Two recommendations were suggested that are being reviewed and implemented as needed.

FINANCIAL MANAGEMENT: There are several layers of financial management at St. Andrew's, and many actors are involved in the process. On a day-to-day basis, Parish Administrator Jeremy Cannon oversees approvals and tracks invoices and donations in consultation with the Treasurer. On a monthly basis, bookkeeper/accountant Claire Hardie inputs actual income and expenses into the church's QuickBooks accounts, works with the payroll processor to ensure staff are paid, processes retirement plan contributions, and performs monthly reconciliations of the accounting records/bookkeeping system against all asset accounts and generates financial statements. Treasurer Doris Smith oversees the work

by the Parish Administrator and bookkeeper/accountant and prepares and presents the monthly financial reports, as well as the proposed and final budgets, to the Finance Committee and the Vestry. The Finance Committee reviews quarterly financial statements, advises the Rector or Priest-in-Charge, the Treasurer, the Wardens and the Vestry on pertinent financial management questions and the preparation and monitoring of the budget. The Committee is also involved in the reporting of semi-annual and annual results to the congregation. The Vestry authorizes the budget and its implementation, reviews the monthly financial report, monitors church income and expenses, and authorizes changes to the budget and exceptional expenses. The Audit Committee conducts an annual review of financial recordkeeping and reporting and reports its findings to the Vestry. It takes a village, and we have a good team that manages the finances of St. Andrew's.

At the end of June 2024, our excellent and dedicated Treasurer for the past 4.5 years, Doris Smith, will pass the duties of Treasurer on to Bas Bakker. St. Andrew's has truly been blessed to have Doris as Treasurer. It is a very demanding job, and she has performed it diligently, tirelessly, and competently. We all owe her a profound debt of gratitude for her outstanding service.

STEWARDSHIP COMMITTEE

Mr. David Adcock

The departure of Rev Dorota just before kick-off of the Stewardship campaign challenged the Stewardship Committee to look inward for inspiration for the campaign. Cindy stepped forward with our wonderful theme "Rooted in Abundance" which focused attention on the abundant blessings we receive through our faith, and in turn, share with others through our many ministries at St. Andrews. Our theme was amplified throughout the pledge drive by weekly Sunday service testimonials, related articles in *Shining the Light*, and sadly, a year of tragic world events – the latter calling attention to the extreme disparity in "abundance" across our human family. We are indeed fortunate for the abundant gifts bestowed on us, and the congregation responded in kind with generous pledges to our operating budget, which serves as the foundation for all the good we do as a congregation.

The Campaign also benefitted from outstanding logistical support from Jeremy Cannon, our newly appointed Parish Administrator, who managed the campaign as if he had been doing it for years. Doris Smith (our treasurer) was rock solid as usual with regular reports of campaign progress. Special thanks also to our Communications team, and especially our Wardens and Vestry who were always just an e-mail or text message away with welcomed advice and encouragement.

Financial details can be found in the Treasurer's report, but putting dollars aside, the St. Andrews congregation proved once again the depth to which our abundant gifts of time, treasure, and talent are rooted.

PLANNED GIVING PROGRAM

Ms. Rosalía Rodríguez-García

The 2022 Audit report presented to the Vestry in August made the recommendation (already made in 2021) that St. Andrew's establish a "Planned Giving Program" as advocated by the Diocese. In its August 9, 2022 meeting, *"the Vestry committed itself to the creation of an active planned giving program."*

Guided by the Minister for Diocesan Development and Congregational Stewardship of the Episcopal Diocese of Virginia, a draft was developed, reviewed and adopted by the Vestry in the spring of 2023. [A PGP program typically includes information on funds established by gifts and bequests, policies for managing gifts, and end of life information.] The PGP program document was followed by the preparation of an Action Plan for the implementation of the PGP and the preparation of a brochure that was to be included in St Andrew's website and shared with the congregation.

Upon the rector's leaving in October 2023, it was agreed that other pressing needs had to be managed and the implementation of the PGP was put on hold. We hope to complete this process and put in place the PGP in 2024.

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 geometry or trigonometry is required! Online giving has made this service even easier to perform, as those donations are tallied by the Treasurer and Parish Administrator.

Active members include Warren Duvall, Joyce Fall, Debbie Green, Joe Klem, Bob Len, Warren Marton, Joy Oakes, Rosalia Rodriguez-Garcia, Mary Lynn Rynkiewicz and Doris Smith.

In 2023, the Counters enjoyed sponsoring a couple of Coffee Hours and look forward to doing so again in 2024.

And what do we do, 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, someone on the team pitches in. Now that the bank charges us for making night deposits, one member of the team takes the deposit to the bank the next day. Other than months with special events, each Counter serves for about an hour once or twice a month.

Want to learn more? Looking for another way to serve our community? We have room for a couple of new members this year. Please contact Joy Oakes at joy.m.oakes@gmail.com, 202.329.6815.

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, 2023, the end of the Trust’s fiscal year)

<i>ITEM</i>	<i>FY 2021</i>	<i>FY 2022</i>	<i>FY 2023*</i>
<i>Income</i>	\$12,004	\$11,669	\$13,736
<i>Expenses</i>	\$0	\$0	\$0
<i>Contributions received</i>	\$2,996	\$2,000	\$2,000
<i>Net Asset Value</i>	\$526,411	\$461,866	\$521,383
<i>Distributions made</i>	\$50,000	\$5,361	\$0
<i>Accumulated income and appreciation**</i>	\$296,335	\$229,790	\$298,807

* Preliminary.

** Amount potentially available for reinvestment or distribution.

RESULTS AND DISTRIBUTIONS: The value of the Trust increased this year by about 12.8% with the sharp stock market rebound from last year. The trust portfolio was rebalanced in August 2023 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 there were not any distributions during FY23. After the Trust year-end, the Trustees approved a distribution of \$21,000 to pay for significant repairs to the organ. The distribution was made in December 2023. The Trust Committee looks forward to working with the Vestry in 2024 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 2023 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 and serving until new Trustee appointed.

MEMORIALS COMMITTEE

Ms. Lloyd Starns

The purpose of the committee is to assist parish members and others who wish to make a memorial or thanksgiving contribution to St. Andrew's and to administer such funds.

Membership for 2023 included Ruth Duvall, Carol Kiranbay, Warren Marton and Lloyd Starns. Warren Duvall acted as consultant during the summer.

During this past year donations were made in memory of Trudy Koczyk and Marlene Tohill, and a gift of appreciation was given by former staff member Diane Wright for the use of our church parish hall for her mother's funeral reception. Total receipts were \$925.00.

Expenditures included \$602.70 to purchase Altar Guild linens in memory of Laura Ingalls, and \$40 for a brass memorial plaque for former parishioner Walter Ratcliff. Total expenses were \$642.70.

In the spring Reverend Dorota asked the committee to consider funding safety railings for each entrance to the Memorial Garden. We researched the project and were ready to bring our recommendations to the Vestry when our rector submitted her resignation. It was felt that the project should be postponed as our parish began its transition period. The committee will bring its proposal to the Vestry in 2024.

Opening balance of the Memorial Funds was \$13,299.52 and closing balance was \$12,331.82, with the Memorial Garden Funds remaining throughout the year at \$1,250.

New members will always be welcome as well as suggestions for projects.

CHRISTMAS TREE MINISTRY

Mr. Bob Len

This year's Christmas tree sales season was challenging. About two weeks before we were set to start selling, our tree farmer in Vermont let us know that he would not be able to fulfill our order. Rather than just cancel, we got to work calling dozens of Christmas tree farms up and down the east coast. On the Saturday after Thanksgiving, Ted Edwards miraculously found a farmer in NC who not only had trees but could get them to us four days later. We bought 150 trees and ultimately sold 142 of them. 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. This year, the ministry had the help of Ted, Bob McCabe, JC Scott, Dave Smith, John Williams, Dana Madsen, Leslie Harrington, Heather Hescheles, John Seggerman, Katie McDonald, Robert McDonald, Matthew Len, Alex Len and Tom Cassidy as Santa. We couldn't have had the success we've had over the years without all the help provided by our congregants.

Ministries of Physical Plant

DUTY OFFICER MINISTRY

Ms. Jean Lynn

I am happy to report that we now have a total of 8 duty officers going into 2024! This allows the rotation of duty officers every 8 weeks. Duty officers are Warren Marton, Juan Carlos & Marcela Scott, Jim Williams, Michael Rauseo, Bob Len, Bob McCabe, Ted Edwards 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 2024. 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

In 2023 the Buildings & Grounds Committee [B&G] racked up several major achievements and suffered one very unwelcome surprise. Membership held steady at seven regulars— Ted Edwards, Richard Knight, Joan Lawrence, Jean Lynn, Bob McCabe, Dave Smith, Jim Williams— plus the Vestry Liaison Officer, Dana Madsen. Most of those folks attended monthly meetings in the Lounge at 0900, usually on the first Saturday of each month. B&G agendas were long and detailed; discussion was vigorous and productive; minutes were posted and e-mailed promptly. Like our meetings, membership in the B&G Committee is open to all. Please give us a try in 2024. You may well find an issue which you would like to pursue.

A. CONTRACTADMINISTRATION + TENANT SUPERVISION

Each year B&G members spend many hours in handling service contracts with Delaware Elevator Company, Ehrlich Pest Control, Carrier Corporation, and Seven Brothers Landscaping [SBL]. This work entails meeting and overseeing numerous vendors who come to implement those contracts. B&G interaction with these vendors is intense, time-consuming, and wide-ranging. [1] Our three-year contract with Delaware Elevator costs \$ 2,268.00/year. It provides for 12 visits/year to examine and clean the elevator, and for repairs and replacement of parts during normal business hours. Delaware also helps coordinate the annual inspection mandated by Arlington County for a certified inspector to put the elevator through its annual test and checkup, as required for the County to issue its annual Certificate of Compliance and Record of Inspection. [2] Our contract with Ehrlich Pest Control costs \$ 2,501.00/year. It provides for on-call services and monthly visits to inspect and treat the grounds and buildings for ground bees, carpenter bees, ants, crickets,

and termites, and other pests. Each month B&G schedules Ehrlich walkthroughs of the buildings on our campus. [3] Our two basic maintenance contracts with Carrier Corporation cost some \$ 18,000.00/year, plus extra for ad hoc repairs such as replacement of burnt-out wiring in the two water-circulation pumps. Carrier techs periodically do scheduled maintenance on the chiller, boiler, air handler units, fancoil units, cooling tower, separate HVAC system in the Renehan Center, and equipment in the boiler room. The techs also do a fall switchover from cooling to heating and a spring switchover from heating to cooling. Each visit must be scheduled, and each tech must be met, usually quite early in the morning, and given access to locked areas in the building. [4] Our contract with SBL costs \$ 28,200.00/year, plus extra fees for ad hoc work such as removing storm-damaged trees. Close supervision and detailed feedback are needed to ensure that our campus is groomed to the satisfaction of all parties. Beyond contract administration, B&G personnel oversee use by tenants of the Renehan Center and the 2310 house, and they deal with maintenance issues which arise in the Rectory. B&G tries to keep tabs on the many outside groups which regularly use the Undercroft— e.g., Arlington Duplicate Bridge Club, Potomac Valley Watercolorists, Ikebana, Girl Scouts, Bird Watchers of Northern Virginia— and other groups which hold annual meetings there— e.g., Maywood Mews, Donaldson Run Civic Association. A huge challenge for St. Andrew’s is to ensure that all users of its space return it in good and clean condition, and put things back where they belong. This is more easily said than done, because our Building Use Policy, though clear, is not self-enforcing. St. Andrew’s needs to do better in 2024. This is a challenge for the whole church, not just for B&G.

B. GROUNDS

SBL completed the first year of its two-year contract with St. Andrew’s. SBL did well in grooming the campus, mowing the lawn, gathering leaves and windfall, blowing clear our hard surfaces, and doing ad hoc tasks. Major example: SBL responded promptly to our request to remove large storm-damaged trees on the margin of the Upper Parking Lot. Minor example: SBL agreed to include in its work area the small triangle of land surrounded by Lorcom Lane and Military Road near the Donnelly Memorial Sign. On other issues, however, the record was poor. SBL struggled with the evergreen challenge of revitalizing our lawns. Though SBL claimed to have hired TruGreen to apply treatments during the spring and summer of 2023, B&G never found evidence of such treatments. We also had major disagreements over SBL billing procedures which resulted from a weak back office, incomplete records, lack of management skills, and health challenges for the owner/manager, Tommy Khan. We hope for a better outcome in the second year of the SBL contract. In 2023 B&G also used others to improve the appearance of the consecrated ground around the Church building. Our handyman, Bruce Buchanan, disposed of lengths of old, rotted garden hose that for years had lain, unused and unusable, at the base of the wall facing Military Road. Bruce also disposed of the 40-foot extension ladder that had long sat on concrete supports behind the Chapel; B&G then moved the 32-foot ladder to the

unfinished basement of the 2310 house. The rear area of the Chapel can now be groomed to match the lawn. Finally, a J. L. Tree crew 'lifted' the huge magnolias at the Military Road wall. The crew also took out scrawny old shrubs, in order to create a better view of the Church, notably the stonework of the front portico. Thanks to volunteers and SBL, our Playground remained an attractive, highly visible, inviting beacon to the neighborhood. Small children accompanied by nannies were frequent visitors. Weeds were kept down, the thick layer of mulch held up, and the trash can was emptied as needed. That trash can belongs to a set of containers which are stored in four other sites on campus: i.e., the enclosure behind the kitchen; the carport of the 2310 house; at the concrete staircase in the Upper Parking Lot; and in the niche between the Rectory's privacy fence and garage.

C. 2310 HOUSE

This year the Vestry approved a proposal by Augustine Roofing to replace the ancient gabled roofs, leaving intact only the small flat membrane roof above the library which has several years to go. This was a timely decision, as the older roofs had begun to leak. The Vestry authorized a draw on the Donnelly Building Fund to finance this project, as well as a re-roofing of the Undercroft porch. B&G hired Gordon's Multiple Services, Inc. to build and paint a new staircase and railings to replace the old ones that descended from the wraparound porch to the carport. The legacy model was collapsing on one side due to termite infestation and rot, and one railing had broken off. The new staircase and railings mark a major improvement in safety and appearance. Multiple Services also replaced with PVC the rotting wooden bases at the bottom of the porch columns. For some three years the Diocese of Virginia has rented the 2310 house as a residence for retired bishops who on a TDY basis represent the Diocese to Episcopal churches in Northern Virginia. These bishops and their wives typically stay part of the year, or part of each week, leaving time for B&G to do upkeep and maintenance. It is B&G's strong hope that this relationship will soon grow to include Diocesan support of badly needed but expensive upgrades. The most urgent projects include: exterior paint job of the massive wooden surfaces, especially overhangs above the porch; interior paint job; new exterior doors for the basement and rear stoop; repairs to the rear stoop; new railings at the rear staircase between the wraparound porch and the back lawn; replacement windows for the sleeping porch and other bedrooms; and repairs to the cracked and broken concrete floor in the basement.

D. RECTORY

This year's main project was a root-and-branch upgrade of the old curved retaining wall in the back yard, between the row of evergreens next to the privacy fence and the azaleas next to the patio. The masons of Great Outdoor Solutions made that old wall more attractive, more stable, and safer for all who use it. The Rectory has stood empty since the departure of Reverend Dorota and her family last fall. It will likely remain that way for the first months of 2024. In the next few months B&G will do essential upgrades, such as replacing some 12 window sashes whose seals and e-covers have failed. However, B&G will defer most other work pending guidance from the next tenant.

E. CHURCH BUILDING

For an upgrade of the Undercroft porch we hired Rely-On Decorators to repair columns, paint all white and red surfaces [including the double doors], and stain the beadboard ceiling. The workers had to rebuild the column pediments which had been badly gnawed by rodents. Since the repairs those rodents have not resumed gnawing. Last fall Reverend Dorota hired Trinity Energy Solutions to implement a major LED upgrade of most lights inside the Church and all lights on its outside walls. All internal Lights except those in the high ceiling of the Nave and Choir Loft were upgraded with new fixtures in most cases, and new bulbs in other cases. On the outer walls the high-pressure sodium lights facing Military Road and the Lorcom Lane Parking Lot were raised to the LED level. The result has transformed the appearance of St. Andrew's: at night all sides are beautifully illuminated. In late fall St. Andrew's signed with Arlington Neighborhood Village [ANV] a two-year lease for the Renehan Center, starting 01 January 2024. To get the area ready for its new tenant, B&G first brought in vendors to check out and/or upgrade the plumbing fixtures [Chandler's], the electrical system [Dan Cullen], the HVAC system [Carrier], and the ceiling lights [Trinity Energy Solutions]. Then B&G brought in CCI to replace the old green carpet with lush vinyl planking, and Manual Membreno, our main painter, to paint the whole area in an off-white color. We added new face plates for all switches and sockets, and a kickplate for the outside door. We rehung in three rooms memorial plaques that dated from the modularization of three decades ago. ANV added an IT system plus new doormats at the main entrance. These efforts produced a stunning upgrade of the Renehan Center. ANV is very pleased with its new quarters. The bad news for 2023 is that since late April the Choir Vesting Rooms [CVR] have suffered periodic floods which B&G has been unable to stop. During some [not all] heavy storms water pours onto the floor through a below-grade hole in the outside masonry wall which faces Lorcom Lane. Ted Edwards rigged up a way to channel that water from the hole via a bucket and tube to the nearby corner sump, where a pump sends the water outside the building. Inevitably some water spills onto the floor, requiring us to run a large fan to dry things out. B&G has brought in several experts to assess and fix this problem. Our mason made several visits to re-set treadstones in the walkway above the CVR, and to redo the stones and flashing around both large windows. More expensive proposals from other

vendors entail digging down to the footing of the front wall, parging the masonry, installing French drains, and backfilling the trench. Those proposals cost in the low five figures, but their proponents cannot guarantee that such measures would stop the flow of water through the hole in the masonry wall. Though our multiple efforts have made progress, water still flows into the CVR. Meanwhile, Ted's Rube Goldberg device stays in place, as does the fan. On 08 January 2024 Great Outdoor Solutions tackled this problem from another angle. Its crew built a steep berm against the wall facing Lorcom Lane, ran a wide swale from that berm along the length of the wall toward the Donnelly Memorial sign, removed large shrubs and hoses which abutted and possibly impacted the wall, and relocated one large stone and several nandinas. The goal was to move surface and subsurface water away from the wall and foundation, thereby reducing water intrusion into the CVR. The first heavy storm right after this work was completed showed that less water now comes into the CVR. Ending this problem completely is a top priority for 2024. Until we do that, St. Andrew's cannot reliably use its CVR.

F. BUDGET

Each year the Vestry funds the three M&R Accounts for which B&G is responsible— Church, Rectory, 2310 house— to meet costs of upkeep and upgrades. Maintenance of the large St. Andrew's campus is increasingly expensive. That is why, at budget planning time each fall, B&G typically requests a 10% hike in each M&R Account. B&G is fortunate that each month the Vestry channels funds into the Donnelly Building Fund, and as needed authorizes draws on that fund for large capital projects e.g., new roof for 2310 house, garden wall repairs at the Rectory— which exceed the capacity of the M&R Accounts.

G. MISCELLANY

[1] Radon Tests. In 2023 B&G had radon tests done in the Rectory and the 2310 house. Both passed with results well within acceptable limits.

[2] Bike Rack. It was proposed that St. Andrew's install a wooden bike rack next to the Church building. This issue is under study. Funding is available, but a big question is where to put the bike rack.

[3] Railings in Memorial Garden. Safety concerns prompted proposals to install wrought-iron railings at one or both staircases which descend from the portico walkway to the Memorial Garden. Funding is available. The Memorials Committee has the lead.

H. PLANNING FOR CHANGE OF COMMAND

B&G members take great pride in their work and enjoy what they do for St. Andrew's. However, nothing lasts forever. The time has come to start planning an orderly succession for the B&G leadership positions now held by Jim Williams and Richard Knight. It seems likely that, barring surprises, these two leaders will stand down at the same time. That said, their departure is not imminent, and no notional date has been set for it. The strong hope is

that in 2024 St. Andrew's will start to identify and vet successors who could understudy Jim and Richard in the many-splendored work of B&G, and to prepare those candidates for an eventual change of command at the B&G helm. To all who may be interested in those challenging assignments: inquire within

RENAHAN CENTER

Mr. Mike Rauseo

After actively searching for a new Renahan Center (RC) tenant post COVID, St. Andrew's welcomed two tenants over the past 12-months. First, St. Andrew's hosted the Verbal Beginnings summer camp for seven weeks from June-August 2023. Verbal Beginnings provides Applied Behavior Analysis therapy for children aged 2-18 diagnosed with Autism Spectrum Disorder (ASD). We were excited to be the first site in Northern Virginia to host a Verbal Beginnings program to help families in the Arlington area. Second, Arlington Neighborhood Village (ANV) signed a two-year lease that commenced January 1, 2024. We are excited to support ANV's mission to enable older adults to continue living safely, independently, and with an enhanced quality of life in their own homes and communities as they age by providing access to support services and social programs. ANV also supported renovations to the RC that included updated electrical and IT requirements to support ANV's mission and needed flooring and painting updates throughout the entire RC. WELCOME ANV!



St. Andrew's Episcopal Church

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