

**The Annual Report  
St. John's Episcopal Church  
January 28, 2024**



***We welcome all to live and proclaim the Gospel of Jesus Christ***

***COVER ART: ELYSE ANGELO***

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**St. John's Episcopal Church  
Annual Parish Meeting Agenda  
Sunday, January 28<sup>th</sup>, 2024**

- I. Call to Order + Opening Prayer
- II. Receipt of Canonical List of Adult Communicants in Good Standing and Establishment of Quorum.
- III. Approval of Minutes of Annual Meeting of January 29<sup>th</sup>, 2023.
- IV. Nominations and Elections:
  - Announcement of Corporate Officers
    - Senior Warden – Ron Pierce (2<sup>nd</sup> year in 2<sup>nd</sup> term)
    - Junior Warden – Mike Grissom (3<sup>rd</sup> year of 3<sup>rd</sup> term)
  - Nominating Committee Report
    - Nominations for Secretary (Clerk of the BC):
      - Sarah Greenley
    - Nominations for Bishop's Committee Members:
      - Candace Baxendale, Dana Billingsley,  
Kathleen Coleson, Marilyn Rogez
    - Nominations for Delegates to Diocesan Convention:
      - Nancy Steward and HL Watson
  - Elections by paper ballots
- V. Presentation of 2024 Budget
- VI. Reports Presented: Treasurer  
Senior Warden  
Junior Warden
- VII. Review of Annual Reports Received (**Approved by title**)
- VIII. Vicar's Address
- IX. Old Business
- X. New Business
- XI. Election Results
- XII. Recognitions
- XIII. Adjourn



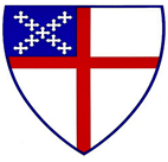
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**Annual Meeting Minutes**

**January 29<sup>th</sup>, 2023**

- 
- I. Meeting called to order at 12:05pm (Rev. Nathan Carr)
  - II. Receipt of Canonical List of Adult Communicants in Good Standing and Establishment of Quorum
    - a. Rev. Lisa Chronister and Aaron Mooney (Clerk) maintained the roster and checked in participants.
      - i. We have a quorum of both the congregation and Bishop's Committee.
  - III. Approval of Minutes of Annual Meeting of Jan 30<sup>th</sup>, 2022
    - a. Motion to approve as presented: Sarah Tracy
    - b. Second: Julie Grissom
    - c. Motion Carries Unanimously
  - IV. Nominations and Elections:
    - a. Announcement of Corporate Officers
      - i. Vicar: Fr. Nathan Carr
      - ii. Senior Warden: Ron Pierce (1<sup>st</sup> year of 2<sup>nd</sup> Term)
      - iii. Junior Warden: Mike Grissom (2<sup>nd</sup> year of 3<sup>rd</sup> Term)
      - iv. Thanks to members Alaina Chai, Kim Jackson, and Aaron Mooney rotating off Bishop's Committee
    - b. Nominating Committee Report
      - i. Nominations for Secretary (Clerk of the Bishop's Committee): Sarah Tracy
      - ii. Nominations for Bishop's Committee Members
        1. Existing nominations: Mark Anderson, Barbie Garrison, David Kolb, Marilyn Rogez, Doug Traywick
        2. No floor nominations
      - iii. Nominations for Delegates to Diocesan Convention
        1. Existing nominations: Dana Billingsley, Nancy Steward, Ann Warzyn, HL Watson
        2. No floor nominations
    - c. Motion to close nominations
      - i. Motion: Victoria Thomason
      - ii. Second: Cherie Tompkins
      - iii. Motion carries unanimously
    - d. Nominee Self-Introductions
    - e. Elections via paper ballot
    - f. Motion to elect Sarah Tracy as Clerk by acclamation
      - i. Motion: Beverly Bradley
      - ii. Second: Kim Jackson
      - iii. Motion carries unanimously
  - V. Presentation of 2023 Budget by Glen Fields
    - a. Thanks to Danny Gaunt and Donovan Fuller for completing the audit each year.
    - b. Motion to approve proposed budget:



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- i. Motion: Sarah Tracy
  - ii. Second: Steve Orwig
  - iii. Motion carries
- VI. Reports Presented:
  - a. Treasurer:
    - i. Church is in good financial shape. We ended 2022 ahead \$7500.
  - b. Senior Warden:
    - i. Thanks to the entire Carr family for their energy and support of this parish.
    - ii. Hickman School of Music is a tenant which contributes to the finances of the parish.
    - iii. CAIR will finish their lease of space through end of April 2023.
      - 1. If you want to volunteer, please contact Emily Mooney or Cherie Tompkins.
    - iv. OKC Obedience Training organization has been here for trainings. Will continue to use our spaces.
    - v. Glad that we have been able to relax COVID protocols. Meeting in person is wonderful.
      - 1. Have expanded options for viewing online.
    - vi. Records Retention Exercise
      - 1. Sarah Tracy has been leading this process
      - 2. Cleaning out old documents for discarding, shredding, or archiving
    - vii. Bread Sales
      - 1. Utilize these funds for special projects around the church
        - a. Air conditioning in choir loft
        - b. New LEV communion kits
    - viii. Serving as Senior Warden has been a wonderful experience.
      - 1. Thanks for everyone who has assisted or guided Ron through this service.
    - ix. Pet Ashes Garden
      - 1. We are raising funds for this tribute, near the Chapel.
  - c. Junior Warden:
    - i. Good news is that building are pretty much in good shape. Few surprises every year
    - ii. We have assigned designated funds for repairs
    - iii. Two heating exchangers have been replaced in old school building.
      - 1. Rooftop units are on borrowed time.
      - 2. Have funds to replace one of them this year.
    - iv. Fire Alarm System is finally fixed. Was falsely alarming
      - 1. Also brought up to code the fire suppression system.
      - 2. Heads were all replaced due to a recall.
      - 3. All in compliance.
    - v. Few small issues that we will have to address eventually.
      - 1. Outer doors in lower floor of old school need to be replaced as flooding
    - vi. Repair to crucifix at front of church.
    - vii. Thanks to Ron Pierce, Glen Fields, and John Dewar for help with repairs throughout the year.
- VII. Review of Annual Reports



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- a. Motion to receive reports
  - i. Motion: Cherie Tompkins
  - ii. Second: Barbie Garrison
  - iii. Motion carries unanimously
- VIII. Vicar's Address:
  - a. Rev. Nate and family are very happy and blessed to serve at St. John's
  - b. Thanks to fellow clergy, Bishop's Committee, various committees, Dr. Cortright for music, and to Bishop Poulson.
    - i. We will have a celebratory Evensong for choristers and Dr. Cortright.
      - 1. She is about to begin her 34<sup>th</sup> year of service at St. John's.
  - c. Thanks for receiving new ideas and initiatives.
    - i. Dog Park (will offer another pet blessing in Spring), Records Retention exercise
  - d. Desire to honor all clergy who have come through or touched the community at St. John's
  - e. Being a Bi-Vocational clergy is a juggle. Please see report for details.
  - f. Has written a book, The Festive School, due to be released soon.
  - g. Will have two (or maybe four) Lenten potlucks
    - i. March 1<sup>st</sup> – Deacon Rev. Willie Font
    - ii. March 22<sup>nd</sup> – Canon to the Ordinary Betsy
  - h. Potentially a new tenant in old school building
    - i. Charter school in association with Little Light House of Tulsa.
  - i. Discussion of Solar power implementation at the church
    - i. Bishop and Diocese have given their endorsement of this idea/plan.
  - j. Site Development:
    - i. Completed at the request of the Diocese.
    - ii. How can we use the land we own to the full capacity?
  - k. Q&A with parishioners
  - l. Moment of silence and prayer for those in our parish who have passed this year.
    - i. See Vicar's Report for these names.
  - m. CAIR Report by Jen Hund
    - i. Much is happening in the St. John's space
    - ii. We are looking how to celebrate Ramadan this year (March-April)
      - 1. Two events at St. John's
        - a. 2<sup>nd</sup> Annual clothing bazaar
        - b. Open House for CAIR Resource Center
          - i. Thursday, April 27<sup>th</sup>
- IX. Old Business:
  - a. none
- X. New Business:
  - a. none
- XI. Election Results
  - a. Results
    - i. Clerk: Sarah Tracy
    - ii. Bishop's Committee Members: Mark Anderson, Barbie Garrison, David Kolb



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- iii. Diocesan Convention Delegates: Ron Pierce (automatic as Senior Warden), Dana Billingsley, HL Watson
  1. Alternates: 1<sup>st</sup> Nancy Steward, 2<sup>nd</sup> Ann Warzyn
- XII. Recognitions:
  - a. Outgoing BC Members (Alaina Chai, Kim Jackson, Aaron Mooney)
- XIII. Closing prayer (Fr. Nate)
- XIV. Motion to adjourn: 1:25pm
  - a. Motion: Sarah Tracy
  - b. Second: Kim Jackson

## TREASURER'S REPORT

For the Year Ended 12/31/2023  
January 28, 2024

### **Included:**

Balance Sheet 12/31/2023  
Operating Revenue & Expense Statement 12/31/2023  
Budget for 2024

### **Highlights:**

Total operating expenses exceeded total revenue by \$27,543. The 2023 Budget projected a net income of \$1,087; however, there were expenses related to school facility repairs that were not projected but necessary to rent the school classroom space.

Year-to-date operating donations were \$238,620 or \$27,929 less than budgeted.

### **PLEDGE TRENDS:**

<u>Year</u>	<u>#</u>	<u>Pledged</u>	<u>Received</u>	<u>Percent</u>
2018	70	\$250,562	\$227,670	90.87%
2019	53	\$219,980	\$221,035	100.48%
2020	55	\$212,980	\$206,037	96.74%
2021	39	\$171,343	\$168,817	98.53%
2022	49	\$183,065	\$185,271	95.75%
2023	40	\$194,215	\$169,046	87.04%

Note: Non-pledge giving is currently about \$62,000 per year.

### **Surplus budget for 2024!** (attached)

Total pledges for 2024: 46 units for \$186,340.

### **The big picture:**

Total expenses were over budget by \$27,543; however, \$20,649.31 of those expenses were related to school facility repairs which included electrical repairs, new through the wall A/C unit, Basement A/C repairs, new drainage and a portion of new flooring.

### 2023 Recap:

- Pet Ash Garden
- New Sound System/Audio Area
- Mini Split A/C for Choir Loft
- Adult Changing Table
- Over \$1,170 collected in bread money for 2023.



**Co-Treasurers**

Glen Fields

Alan Dobbs

[stjohnkc.treas@vahoo.com](mailto:stjohnkc.treas@vahoo.com)

Note: The Report Option to include Open Transactions is selected.

Accounts

Assets		
<b>Cash</b>		
002-1005 - Bookstore Cash	\$60.00	
<b>Total Cash</b>		<b>\$60.00</b>
<b>Bank Accounts</b>		
001-1010 - OPR-BF Operating Checking Acct	\$15,368.91	
001-1011 - OPR-Operating Checking Account	(\$6,401.72)	
002-1010 - BKS-BF Operating Checking Acct	\$2,253.56	
003-1010 - MSC-BF Operating Checking Account	(\$4,526.66)	
004-1010 - STF-BF Operating Checking Account	\$2,642.64	
005-1010 - STM-BF Operating Checking Acct	\$239.00	
006-1010 - RCE-BF Operating Checking Acct	\$5,615.00	
007-1010 - BEL - BF Operating Checking Account	\$968.76	
050-1010 - MEM-BF Operating Checking Acct	\$11,083.94	
051-1010 - SCH-BF Operating Checking Acct	\$450.00	
052-1010 - COL-BF Operating Checking Acct	\$4,324.64	
053-1010 - FAC-BF Operating Checking Acct	\$205,610.56	
055-1010 - ORG - BF Operating Checking Account	\$3,215.04	
100-1010 - DIS-BF Operating Checking Acct	(\$217.38)	
100-1014 - DIS -BF Discretionary Checking Acct	\$35,567.76	
101-1010 - STG-BF Operating Checking Acct	\$276.00	
102-1010 - UTO-BF Operating Checking Acct	\$85.91	
103-1010 - BAH- BF Operating Checking Acct	(\$295.00)	
104-1010 - ERD-Operating Checking Acct	\$20.00	
105-1010 - CDF - BF Operating Checking Acct	\$2,000.00	
108-1010 - SMM-BF Operating Checking Acct	\$136.48	
110-1010 - STC-BF Operating Checking Acct	\$170.00	
111-1010 - CPM-Operating Checking Acct	\$550.00	
112-1010 - SEM-BF Operating Checking Acct	(\$5,700.00)	
115-1010 - DOK-BF Checking Account	\$316.00	
120-1010 - Teachers Toolbox	\$905.50	
<b>Total Bank Accounts</b>		<b>\$274,658.94</b>
<b>Investment Accounts</b>		
001-1051 - OPR-Certificate 1 (BF 7105)	\$4,659.19	
050-1051 - MEM-Certificate 1 (BF 7105)	\$5,956.08	
054-1071 - MIL-Common Investment Fund	\$31,917.82	
055-1051 - ORG - Certificate 1 (BF 7105)	\$5,876.12	
055-1052 - ORG - Certificate 2 (BF 7100)	\$11,091.19	
<b>Total Investment Accounts</b>		<b>\$59,500.40</b>
<b>Accounts Receivable</b>		
001-1101 - OPR- Receivable -St. John's School	\$1,202.72	
001-1105 - OPR - Other Accounts Receivable	\$235.00	
<b>Total Accounts Receivable</b>		<b>\$1,437.72</b>
<b>Total Assets</b>		<b>\$335,657.06</b>

**Liabilities, Fund Principal, & Restricted Funds**

<b>Liabilities</b>		
000-2700 - Due To/From Account - System	(\$108,335.08)	
<b>Accounts Payable</b>		
001-2000 - Prepaid Pledges	\$6,355.00	
001-2010 - Space Rental Deposits	\$6,625.00	
001-2012 - CK Acct - Boys Scouts	\$300.00	
001-2025 - Other Accounts Payable	(\$6,164.17)	
001-2030 - Staff Pension and Medical	\$2,840.58	
001-2040 - Kirkpatrick Grant	\$100,000.00	
050-2025 - MEM - Accounts Payable	\$178.77	
		<b>\$110,135.18</b>

Note: The Report Option to include Open Transactions is selected.

Accounts

**Total Accounts Payable**

**Loans Outstanding**

053-2510 - Diocesan Loan \$221,387.00

**Total Loans Outstanding**

**\$221,387.00**

**Transfers**

003-2600 - MSC Transfers (\$60.00)  
 051-2600 - SCH Transfers (\$16,263.54)  
 053-2600 - FAC Transfers \$16,263.54  
 100-2600 - DIS Transfers \$1,050.00

**Total Transfers**

**\$990.00**

**Due To /From**

001-2700 - OPR Due To / From Account \$59,802.96  
 002-2700 - BKS Due To / From Account (\$1,970.50)  
 003-2700 - MSC Due To / From Account (\$819.68)  
 050-2700 - MEM Due To / From Account \$367.52  
 051-2700 - SCH Due To / From Account \$100.00  
 052-2700 - COL Due To / From Account (\$940.68)  
 053-2700 - FAC Due To / From Account \$25,742.42  
 054-2700 - MIL Due To / From Account \$4,363.63  
 055-2700 - ORG - Due To / From Account (\$6,355.18)  
 100-2700 - DIS Due To / From Account \$27,208.24  
 101-2700 - STG Due To / From Account \$116.50  
 102-2700 - UTO Due To / From Account \$223.12  
 108-2700 - SMM Due To / From Account (\$3.52)  
 112-2700 - SEM-Due To/From Account (\$3,200.00)  
 115-2700 - DOK - Due to / From Account \$120.00  
 120-2700 - Teachers Toolbox \$667.97

**Total Due To /From**

**\$105,422.80**

**Total Liabilities**

**\$329,599.90**

**Fund Principal and Excess Cash Received**

**Fund Principal**

001-3001 - Operating Fund (\$237,859.80)  
 002-3002 - Bookstore \$5,378.86  
 003-3003 - Music Fund (\$1,669.48)  
 004-3004 - St. Francis Guild \$842.64  
 005-3005 - St. Martha's Guild \$239.00  
 006-3006 - Rector's Continuing Education Fund \$5,615.00  
 007-3007 - Bell Choir \$968.76  
 050-3050 - Memorial Fund \$16,483.41  
 051-3051 - School Fund \$16,613.54  
 052-3052 - Columbarium Fund \$4,055.00  
 053-3053 - Facility Improvement Fund \$165,821.10  
 054-3054 - Millennium Endowment Fund \$22,601.24  
 055-3055 - Organ Restoration Fund \$23,429.06  
 100-3100 - Discretionary Fund \$11,044.13  
 101-3101 - Guild of St. George \$159.50  
 102-3102 - United Thank Offering (\$223.12)  
 103-3103 - BAHRD (\$295.00)  
 104-3104 - Episcopal Relief & Development \$20.00  
 105-3105 - Companion Diocese Fund \$2,000.00  
 108-3108 - Santa Maria Mission \$140.00  
 110-3110 - St. Crispens \$170.00  
 111-3111 - Campus ministries \$550.00  
 112-3112 - Seminary Fund (\$2,500.00)  
 115-3115 - DOK - Daughters of the King \$196.00  
 120-3120 - Teachers Toolbox \$1,507.43

**Total Fund Principal**

**\$35,287.27**

Note: The Report Option to include Open Transactions is selected.

Accounts

Excess Cash Received

Excess Cash Received - Alleluia Fund	\$0.00
Excess Cash Received - Anglican Love & Ministry	\$0.00
Excess Cash Received - BAHRD	\$0.00
Excess Cash Received - Bell Choir	\$0.00
Excess Cash Received - Bookstore	(\$1,094.80)
Excess Cash Received - Camp New Hope	\$0.00
Excess Cash Received - Campus Ministries	\$0.00
Excess Cash Received - Columbarium Fund	\$1,210.32
Excess Cash Received - Companion Diocese Fund	\$0.00
Excess Cash Received - Daughters of the King	\$0.00
Excess Cash Received - Discretionary Fund	(\$3,951.99)
Excess Cash Received - EFM (Education for Ministry)	\$0.00
Excess Cash Received - Episcopal Relief & Development	\$0.00
Excess Cash Received - Facility Improvement Fund	(\$2,216.50)
Excess Cash Received - Guild of St. George	\$0.00
Excess Cash Received - Memorial Fund	\$10.32
Excess Cash Received - Miles of Pennies	\$0.00
Excess Cash Received - Millennium Endowment Fund	\$4,952.95
Excess Cash Received - Music Fund	(\$1,977.50)
Excess Cash Received - Operating Fund	(\$27,543.56)
Excess Cash Received - Organ Restoration Fund	(\$285.36)
Excess Cash Received - Prison Ministries	\$0.00
Excess Cash Received - Rector's Continuing Education	\$0.00
Excess Cash Received - Santa Maria Mission	\$0.00
Excess Cash Received - School Fund	\$0.00
Excess Cash Received - Seminary Fund	\$0.00
Excess Cash Received - St. Crispens	\$0.00
Excess Cash Received - St. Francis Guild	\$1,800.00
Excess Cash Received - St. Martha's Guild	\$0.00
Excess Cash Received - Teachers Toolbox	(\$219.90)
Excess Cash Received - Teaching Ourselves to Fish	\$0.00
Excess Cash Received - United Thank Offering	\$85.91
Excess Cash Received - Whirlwind Mission	\$0.00

Total Excess Cash Received

(\$29,230.11)

Total Fund Principal and Excess Cash Received

\$6,057.16

Total Liabilities, Fund Principal, & Restricted Funds

\$335,657.06

St. John's Episcopal Church  
Analysis of Revenues and Expenses  
Operating Fund  
December 2023

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
<b>Revenues</b>						
<b>Contributions</b>						
001-4010 - Pledge Contributions	\$8,529.00	\$16,083.37	\$7,554.37	\$169,046.17	\$193,000.00	\$23,953.83
001-4015 - Contributions	\$6,885.00	\$5,833.37	(\$1,051.63)	\$61,664.41	\$70,000.00	\$8,335.59
001-4020 - Holiday Offering	\$725.00	\$41.63	(\$683.37)	\$3,777.00	\$500.00	(\$3,277.00)
001-4030 - Birthday Offering	\$0.00	\$4.13	\$4.13	\$100.00	\$50.00	(\$50.00)
001-4040 - Plate Offering	\$596.26	\$250.00	(\$346.26)	\$4,032.56	\$3,000.00	(\$1,032.56)
<b>Total Contributions</b>	<b>\$16,735.26</b>	<b>\$22,212.50</b>	<b>\$5,477.24</b>	<b>\$238,620.14</b>	<b>\$266,550.00</b>	<b>\$27,929.86</b>
<b>Worship Contributions</b>						
001-4210 - Flower Memorials	\$1,232.50	\$233.37	(\$999.13)	\$4,677.50	\$2,800.00	(\$1,877.50)
001-4220 - Candle Memorials	\$0.00	\$14.62	\$14.62	\$210.00	\$175.00	(\$35.00)
<b>Total Worship Contributions</b>	<b>\$1,232.50</b>	<b>\$247.99</b>	<b>(\$984.51)</b>	<b>\$4,887.50</b>	<b>\$2,975.00</b>	<b>(\$1,912.50)</b>
<b>Parish Activities</b>						
001-4310 - Parish Event Receipts	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00
<b>Total Parish Activities</b>	<b>\$0.00</b>	<b>\$41.63</b>	<b>\$41.63</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
<b>Miscellaneous Income</b>						
001-4410 - Oil & Gas Lease Receipts	\$0.00	\$4.13	\$4.13	\$14.94	\$50.00	\$35.06
001-4420 - BC Clark Receipts	\$38.75	\$0.00	(\$38.75)	\$516.72	\$0.00	(\$516.72)
001-4430 - Rental Receipts	\$3,900.00	\$1,200.00	(\$2,700.00)	\$26,175.00	\$14,400.00	(\$11,775.00)
001-4470 - Diocesan Support	\$762.08	\$762.00	(\$0.08)	\$9,144.96	\$9,144.00	(\$0.96)
001-4790 - PPP Assistance (US Gov)	\$10,599.89	\$0.00	(\$10,599.89)	\$10,599.89	\$0.00	(\$10,599.89)
<b>Total Miscellaneous Income</b>	<b>\$15,300.72</b>	<b>\$1,966.13</b>	<b>(\$13,334.59)</b>	<b>\$46,451.51</b>	<b>\$23,594.00</b>	<b>(\$22,857.51)</b>
<b>Investment Income</b>						
001-4510 - Interest Income	\$49.59	\$0.00	(\$49.59)	\$112.70	\$0.00	(\$112.70)
<b>Total Investment Income</b>	<b>\$49.59</b>	<b>\$0.00</b>	<b>(\$49.59)</b>	<b>\$112.70</b>	<b>\$0.00</b>	<b>(\$112.70)</b>
<b>Total Revenues</b>	<b>\$33,318.07</b>	<b>\$24,468.25</b>	<b>(\$8,849.82)</b>	<b>\$290,071.85</b>	<b>\$293,619.00</b>	<b>\$3,547.15</b>
<b>Expenses</b>						
001-5010 - Mutual Ministry Support	\$2,695.15	\$3,484.00	\$788.85	\$36,543.04	\$41,808.00	\$5,264.96
<b>Clergy Expenses</b>						
001-5110 - Rector's Salary	\$588.34	\$3,088.37	\$2,500.03	\$29,560.08	\$37,060.00	\$7,499.92
001-5120 - Rector's Housing	\$3,000.00	\$500.00	(\$2,500.00)	\$13,500.00	\$6,000.00	(\$7,500.00)
001-5150 - Rector's Professional Expenses	\$0.00	\$83.37	\$83.37	\$334.80	\$1,000.00	\$665.20
001-5160 - Supply Clergy	\$150.00	\$160.38	\$10.38	\$1,625.00	\$1,925.00	\$300.00
001-5180 - Clergy Pension	\$672.00	\$645.88	(\$26.12)	\$7,911.90	\$7,751.00	(\$160.90)
001-5190 - Clergy Continuing Education	\$0.00	\$208.37	\$208.37	\$140.00	\$2,500.00	\$2,360.00
<b>Total Clergy Expenses</b>	<b>\$4,410.34</b>	<b>\$4,686.37</b>	<b>\$276.03</b>	<b>\$53,071.78</b>	<b>\$56,236.00</b>	<b>\$3,164.22</b>
<b>Support Staff</b>						
001-5210 - Church Administration	\$1,938.13	\$1,833.37	(\$104.76)	\$26,180.05	\$22,000.00	(\$4,180.05)

St. John's Episcopal Church  
Analysis of Revenues and Expenses  
Operating Fund  
December 2023

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
001-5215 Nursery Attendant	\$126.00	\$0.00	(\$126.00)	\$198.00	\$0.00	(\$198.00)
001-5220 Youth Director	\$0.00	\$1,041.63	\$1,041.63	\$0.00	\$12,500.00	\$12,500.00
001-5230 Organist	\$2,549.04	\$2,525.00	(\$24.04)	\$29,460.90	\$30,300.00	\$839.10
001-5235 Supply Organist	\$0.00	\$58.37	\$58.37	\$1,050.00	\$700.00	(\$350.00)
001-5250 Payroll Taxes	\$352.91	\$350.00	(\$2.91)	\$4,275.15	\$4,200.00	(\$75.15)
001-5260 Workers Compensation	\$0.00	\$18.62	\$18.62	\$240.00	\$223.00	(\$17.00)
001-5270 Staff Pension	\$213.00	\$228.37	\$15.37	\$2,754.65	\$2,740.00	(\$14.65)
<b>Total Support Staff</b>	<b>\$5,179.08</b>	<b>\$6,055.36</b>	<b>\$876.28</b>	<b>\$84,158.75</b>	<b>\$72,663.00</b>	<b>\$8,504.25</b>
<b>Administrative Expenses</b>						
001-5305 Office Supplies	\$113.43	\$91.63	(\$21.80)	\$1,171.25	\$1,100.00	(\$71.25)
001-5307 Software Support	\$189.00	\$200.00	\$11.00	\$2,280.00	\$2,400.00	\$120.00
001-5308 Office Equipment	\$239.71	\$208.37	(\$31.34)	\$3,242.26	\$2,500.00	(\$742.26)
001-5310 Dues, Fees & Memberships	\$92.70	\$125.00	\$32.30	\$972.48	\$1,500.00	\$527.52
001-5315 Postage	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00
001-5320 Miscellaneous Expenses	\$656.49	\$125.00	(\$531.49)	\$5,726.29	\$1,500.00	(\$4,226.29)
001-5325 Office Equipment Maintenance	\$0.00	\$29.13	\$29.13	\$0.00	\$350.00	\$350.00
001-5330 Printing & Copying	\$9.99	\$8.37	(\$1.62)	\$177.38	\$100.00	(\$77.38)
001-5335 Books & Subscriptions	\$500.00	\$8.37	(\$491.63)	\$661.15	\$100.00	(\$561.15)
<b>Total Administrative Expenses</b>	<b>\$1,801.32</b>	<b>\$837.50</b>	<b>(\$963.82)</b>	<b>\$14,230.81</b>	<b>\$10,050.00</b>	<b>(\$4,180.81)</b>
<b>Facility Expenses</b>						
001-5405 Telephone & Internet	\$627.24	\$508.37	(\$118.87)	\$7,211.76	\$6,100.00	(\$1,111.76)
001-5410 Gas	\$597.13	\$875.00	\$277.87	\$8,593.87	\$10,500.00	\$1,906.13
001-5415 Electricity	\$2,274.36	\$1,833.37	(\$440.99)	\$29,294.94	\$22,000.00	(\$7,294.94)
001-5420 Trash Service	\$85.00	\$104.13	\$19.13	\$1,052.78	\$1,250.00	\$197.22
001-5425 Water	\$230.80	\$250.00	\$19.20	\$2,556.68	\$3,000.00	\$443.32
001-5430 Fire & Sprinkler Alarm	\$1,795.94	\$333.37	(\$1,462.57)	\$2,960.94	\$4,000.00	\$1,039.06
001-5435 Building Supplies	\$0.00	\$41.63	\$41.63	\$1,148.06	\$500.00	(\$648.06)
001-5440 Cleaning Service	\$650.00	\$687.50	\$37.50	\$7,800.00	\$8,250.00	\$450.00
001-5445 Facility Repairs	\$915.00	\$1,666.63	\$751.63	\$21,200.40	\$20,000.00	(\$1,200.40)
001-5447 School Facility Repairs	\$0.00	\$0.00	\$0.00	\$20,649.31	\$0.00	(\$20,649.31)
001-5450 Grounds Maintenance	\$650.00	\$708.37	\$58.37	\$9,093.42	\$8,500.00	(\$593.42)
001-5455 Property Insurance	\$2,063.00	\$1,708.37	(\$354.63)	\$23,919.73	\$20,500.00	(\$3,419.73)
<b>Total Facility Expenses</b>	<b>\$9,888.47</b>	<b>\$8,716.74</b>	<b>(\$1,171.73)</b>	<b>\$135,481.89</b>	<b>\$104,600.00</b>	<b>(\$30,881.89)</b>
<b>Parish Activities</b>						
001-5510 Christian Education	\$200.01	\$50.00	(\$150.01)	\$1,987.18	\$600.00	(\$1,387.18)
001-5520 Parish Events	\$300.00	\$0.00	(\$300.00)	\$4,957.09	\$0.00	(\$4,957.09)
001-5550 Youth Activities	\$88.03	\$0.00	(\$88.03)	\$1,646.31	\$0.00	(\$1,646.31)
001-5560 Diocesan Convention	\$0.00	\$106.25	\$106.25	\$490.00	\$1,275.00	\$785.00
001-5570 Hospitality	\$0.00	\$0.00	\$0.00	\$16.00	\$0.00	(\$16.00)

St. John's Episcopal Church  
Analysis of Revenues and Expenses  
Operating Fund

December 2023

Note: The Report Option to Include Open Transactions is selected.

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)
<b>Total Parish Activities</b>	\$588.04	\$156.25	(\$431.79)	\$9,096.58	\$1,875.00	(\$7,221.58)
<b>Worship Supplies</b>						
001-5610 - Flowers	\$0.00	\$208.37	\$208.37	\$2,752.74	\$2,500.00	(\$252.74)
001-5620 - Other Altar Supplies	\$10.85	\$116.63	\$105.78	\$850.76	\$1,400.00	\$549.24
001-5630 - Music	\$165.58	\$16.63	(\$148.95)	\$229.06	\$200.00	(\$29.06)
<b>Total Worship Supplies</b>	\$176.43	\$341.63	\$165.20	\$3,832.56	\$4,100.00	\$267.44
<b>Outreach Disbursements</b>						
001-5710 - Discretionary Fund Donation	\$100.00	\$100.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00
<b>Total Outreach Disbursements</b>	\$100.00	\$100.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00
<b>Total Expenses</b>	\$24,838.83	\$24,377.85	(\$460.98)	\$317,615.41	\$292,532.00	(\$25,083.41)
<b>Net Total</b>	\$8,479.24	\$90.40	(\$8,388.84)	(\$27,543.56)	\$1,087.00	\$28,630.56

Accounts	YTD Budget (This Year)
<b>Revenues</b>	
<b>Contributions</b>	
001-4010 - Pledge Contributions	\$193,800.00
001-4015 - Contributions	\$59,000.00
001-4020 - Holiday Offering	\$3,000.00
001-4030 - Birthday Offering	\$100.00
001-4040 - Plate Offering	\$3,750.00
<b>Total Contributions</b>	<u>\$259,650.00</u>
<b>Worship Contributions</b>	
001-4210 - Flower Memorials	\$3,500.00
001-4220 - Candle Memorials	\$230.00
<b>Total Worship Contributions</b>	<u>\$3,730.00</u>
<b>Parish Activities</b>	
001-4310 - Parish Event Receipts	\$140.00
<b>Total Parish Activities</b>	<u>\$140.00</u>
<b>Miscellaneous Income</b>	
001-4410 - Oil & Gas Lease Receipts	\$15.00
001-4420 - BC Clark Receipts	\$400.00
001-4430 - Rental Receipts	\$45,900.00
001-4470 - Diocesan Support	\$9,345.60
<b>Total Miscellaneous Income</b>	<u>\$55,660.60</u>
<b>Total Revenues</b>	<u><u>\$319,180.60</u></u>



Accounts	YTD Budget (This Year)
<b>Expenses</b>	
001-5010 - Mutual Ministry Support	\$37,550.00
<b>Clergy Expenses</b>	
001-5110 - Rector's Salary	\$7,056.00
001-5120 - Rector's Housing	\$36,000.00
001-5150 - Rector's Profesional Expenses	\$1,000.00
001-5160 - Supply Clergy	\$3,100.00
001-5180 - Clergy Pension	\$8,075.00
001-5190 - Clergy Continuing Education	\$2,500.00
<b>Total Clergy Expenses</b>	<u>\$57,731.00</u>
<b>Support Staff</b>	
001-5210 - Church Administration	\$27,000.00
001-5215 - Nursery Attendant	\$1,000.00
001-5220 - Youth Director	\$6,250.00
001-5230 - Organist	\$30,688.00
001-5235 - Supply Organist	\$1,050.00
001-5250 - Payroll Taxes	\$4,318.00
001-5260 - Workers Compensation	\$225.00
001-5270 - Staff Pension	\$2,750.00
<b>Total Support Staff</b>	<u>\$73,281.00</u>
<b>Administrative Expenses</b>	
001-5305 - Office Supplies	\$1,100.00
001-5307 - Software Support	\$2,496.00
001-5308 - Office Equipment	\$3,000.00
001-5310 - Dues, Fees & Memberships	\$1,000.00
001-5315 - Postage	\$500.00
001-5320 - Miscellaneous Expenses	\$3,000.00
001-5330 - Printing & Copying	\$200.00
001-5335 - Books & Subscriptions	\$175.00
<b>Total Administrative Expenses</b>	<u>\$11,471.00</u>
<b>Facility Expenses</b>	
001-5405 - Telephone & Internet	\$7,000.00
001-5410 - Gas	\$10,000.00
001-5415 - Electricity	\$29,500.00
001-5420 - Trash Service	\$2,000.00
001-5425 - Water	\$2,500.00
001-5430 - Fire & Sprinkler Alarm	\$4,000.00
001-5435 - Building Supplies	\$1,000.00
001-5440 - Cleaning Service	\$8,250.00
001-5445 - Facility Repairs	\$20,000.00
001-5447 - School Facility Repairs	\$5,000.00
001-5450 - Grounds Maintenance	\$9,500.00
001-5455 - Property Insurance	\$24,750.00
<b>Total Facility Expenses</b>	<u>\$123,500.00</u>
<b>Parish Activities</b>	
001-5510 - Christian Education	\$1,800.00
001-5520 - Parish Events	\$4,000.00
001-5560 - Diocesan Convention	\$1,000.00
001-5570 - Hospitality	\$25.00
<b>Total Parish Activities</b>	<u>\$6,825.00</u>
<b>Worship Supplies</b>	
001-5610 - Flowers	\$3,000.00
001-5620 - Other Altar Supplies	\$1,000.00
001-5630 - Music	\$200.00

**St. John's Episcopal Church**  
**Proposed Budget 2024**  
**January to December 2024**

<b>Accounts</b>	<b>YTD Budget (This Year)</b>
<b>Total Worship Supplies</b>	\$4,200.00
<b>Outreach Disbursements</b>	
001-5710 - Discretionary Fund Donation	\$1,200.00
<b>Total Outreach Disbursements</b>	<u>\$1,200.00</u>
<b>Total Expenses</b>	<u>\$315,758.00</u>
<b>Net Total</b>	\$3,422.60

# **JUNIOR WARDEN'S REPORT**

January 2024

## **2023: The year of change.**

Summit School joined The St Johns community.

While part of our agreement with Summit included their shouldering the cost of cosmetic room renovations and some upgrades, St Johns was responsible for the building, mechanical and electrical components of the vacant classrooms in the old school building. Bringing the vacant spaces back online with emphasis on safety was front and center. We were tasked in repairing/replacing all non-functioning systems which included replacing 2 thru-wall air conditioning and heating packages in classrooms as well as one air conditioning unit in a basement area. There were significant electrical, plumbing and HVAC issues throughout the school. We also corrected a long-standing drainage issue that plagued the school entrance as well as drainage issues at the exterior doors in the basement. The fire alarm component in the school area was another issue that required immediate repair.

These unbudgeted expenses amounted to over \$19,000.00 (not budgeted). There will be ongoing repair/maintenance expenses as we move forward. The facility is now in full operation and our 2024 budget is adjusted accordingly.

## **Our Church Facility**

This year we experienced more air conditioning failures in The Nave which required replacement of one unit. We have also discovered a coolant line leak that is located behind the staircase wall leading up to the choir loft. This will have to be repaired prior to spring. Our main Fire Alarm panel has been a constant issue as well. The system is 25 years old and in need of replacement. The cost to replace the fire alarm is somewhere between 40-50k. We spent over \$4,000.00 this year on the Main Fire Panel in repairs as well as an additional \$700.00 on the school alarm system. Due to the age of the Fire Panel, parts are very scarce if even available. Johnston Controls is The ONLY company that can work on this system due to proprietary components and software making the service calls very expensive. Our "Church" related expenses were more than \$21,000 this year. (Budget 20k)

## **Future considerations:**

Our facility is in reasonable condition as we begin the new year. However, we will have to address some hefty expenses in the very near future.

The parking lot will have to be repaired and repaved (We have a current bid that exceeds 80k)

The exterior of the buildings need to be repainted.

Many of the rooftop HVAC packages are nearing the age of replacement.

A campus wide security camera system is overdue.

As always, I appreciate any suggestions and or assistance that is directed my way.

Respectfully,

J Michael Grissom

# **SENIOR WARDEN REPORT**

January 2024

2023 represented a year of success and progress for projects and initiatives, to include those that address campus beautification, community outreach, and safety and security. A wonderful success occurred when Fr Willie came to St. John's as a deacon and his subsequent ordination into the priesthood. Fr Willie is a blessing for St John's and I'm grateful that he's part of the St John's family.

There were several significant initiatives that were either new, ongoing or concluded in 2023. A portion of those initiatives are addressed in this report. Included are the: success of the dog park and the addition of the pet ashes garden; progress of the record retention effort and where the effort is headed; completion of a security audit and safety briefing by the Oklahoma City Police Department (OKCPD); development of a St John's Safety Plan; outcome of the walk-around effort; and online church directory.

The dog park gained significant notoriety in 2023 as the word spread and utilization increased. Accolades are very common from those using the park. Noteworthy is participation in park upkeep by those using the park. It's rare for anything to be left behind, less an occasional squeaky toy or ball. The park has quickly become a success as a community outreach component of St John's. Augmenting the dog park is the addition of the pet ashes garden which was completed in the spring of 2023. The garden was designed and built on a foundation to ensure longevity of the structure. The location of the garden provides privacy for those interring pet ashes and those visiting the garden.

The record retention project has realized significant progress under the strong leadership of Dr Sarah Tracy. As previously reported, documents requiring archival include birth, baptism, wedding and funeral records. Also kept to be archived are school records and church historical records which include newspaper articles and photographs. Sarah's team has completed a substantial phase of the project which involved identifying and sorting of the documents to be archived and the documents not requiring archival. This phase resulted in over 130 boxes (the original estimate was 100 boxes) of documents shredded by The Meadows Center for Opportunity, representing over 4500 lbs of paper (same weight as a Honda Odyssey minivan). The team executed an abundance of caution to ensure the identification and protection of documents to be archived. Sarah has worked closely with Pam Bell, the Diocesan Archivist, concerning documents to be archived by the Diocese. At our annual meeting, Sarah will provide a briefing on where the project is headed, to include what remains to be accomplished.

A security audit of the St John's campus was performed by Sgt Robert Skalla, Community Relations Officer, Oklahoma City Police Department (OKCPD). The audit included the church facilities (inside and out) and the grounds. Recommendations from the audit address techniques to maintain and/or improve security of the campus.

At a later date, a safety briefing was provided by Sgt Skalla. The briefing included responding to a suspicious person encountered, as well as, responding to a facility fire or tornado event.

Those in attendance to the safety briefing included the clergy, Bishop's Committee, Go Team, acolyte leadership and office management.

The result of the security audit and safety briefing led to the creation of a safety plan for St John's. The plan is based upon both security and safety recommendations from Sgt Skalla. The Bishop's Committee (BC) provides approval of the safety plan for release, as well as, review and approval for future revisions. The plan was recently approved by the BC and will be available for parishioners to review. More to come on the location of the plan.

On January 9, 2023, a nightly walk-around the church began after Emily Mooney discovered a smoldering log close to the church. Emily Mooney doused the log with a trash can full of water and followed up with a call to inform of the incident. The nightly walk-around then began daily for 14 weeks (98 days). The walk schedule was then revised to every other night and is currently three nights a week. Schedule changes are based upon campus activity. The walk involves four two-legged walkers and one four-legged walker. Our four-legged walker is Kit Jackson. On occasion Kit will discover someone or something long before her two-legged teammates do. It should be noted that, even though residing on the campus is prohibited, homeless people are addressed with kindness and understanding. Outcomes of the walk-around will be briefed at the annual meeting.

The St John's Church Directory is available online through the Instant Church Directory services. Access has been fast and easy for me. I hope it is for you, as well. A paper copy can be printed for parishioners that do not have Internet access. The photographs are great! Lots of smiling faces. At last count there were 56 photos in the directory. Please contact Nancy Jones or me if you need your photograph taken for the directory. A special thanks goes out to Nancy Jones for finding a cost-effective online service, learning the system, and performing the setup efforts for our directory. Well done, Ms. Nancy!

The St John's family is a remarkable group of people. They truly love and care for each other. Compassion is obvious and tangible. We have a beautiful church, wonderful clergy and a great group of parishioners. We don't need to go any further to understand what draws people to St John's. Additionally, I want to express my continued appreciation for all the volunteers and for all that you do. The magnitude of support is absolutely amazing. I'm grateful to be a member of the St John's family and I'm fortunate to serve as your Senior Warden. God bless you all.

Ron Pierce

**Safety Plan  
St John's Episcopal Church  
Oklahoma City, OK  
21 January 2023**

**Purpose:**

This document provides a guideline to address security of the St John's campus and safety of individuals on campus.

**Approval:**

The Bishop's Committee (BC) provides approval of this document for initial release as well as revisions after initial release. The Bishop's Committee approval is documented in the BC meeting minutes. The month and year identified in this document corresponds to the month and year of the BC minutes containing the approval of this document.

**References:**

Sgt Robert Skalla's (Oklahoma City, Police Department, Resource Officer) support provided a security audit of the St John's campus (date) with representatives from St John's and a safety briefing (date) with representatives from the Clergy, the Bishop's Committee, the Go Team were present and the Office Manager and Acolyte Leader present, as well.

**Introduction:**

Components of the aforementioned security audit and safety briefing are the basis of this document. To include a fire emergency requiring evacuation of the campus and a weather event requiring those on campus to shelter in-place.

**Attachments:**

- #1 - Church map of the inside of the church (to be posted just inside the front door)
- #2 – Map of fire extinguisher locations

## Security

To help first responders locate the specific areas of the church

- Post an interior church map, in the plastic sleeve, on the wall just inside the front door
- Number all outside doors with six (6) inch numbers. Numbering doors should be clockwise around the campus beginning at the front door
- Place a “Welcome” sign (or another greeting) over the front door to identify the primary entrance of the church. Beneficial for first responders and newcomers as well

Items and efforts to improve security

- Motion activated and/or on at dusk lighting (3000 lumens)
- Fake cameras. Work well in the absence of live cameras
- Signs – “Unauthorized Entry Prohibited”, “Under Surveillance”
- Tree canopy 6-8 ft from the ground to create a clear line of sight
- Windows should be free of vegetation to create a clear line of sight
- Debris should be removed to improve the perception of an active campus
- Activity generators. The dog park and basketball court are examples
- Relationships with Tiffany management and surrounding neighborhood
- Hostile vegetation on campus perimeter. Example: Holly plants
- Secure of outdoor electrical outlets
- Parking lot sets the tone
  - Free of debris and graffiti
  - Maintain curb markings
- Security alarm system



## Safety – involving a suspicious individual

### During business hours

- Front door electric lock engaged. All other exterior doors physically locked

### During a service


- All exterior doors locked less the front door
- Post a greeter near the front door
  - Lock the front door if a suspicious person is encountered
    - Call 911
      - What to say....
        - Issue – Suspicious person encountered
        - Location – St John’s Episcopal Church at 5401 N. Brookline
        - Describe person – dress, gender, race, height, weight, etc
- Periodic evening walks outside and/or inside the church to check the security of doors, address individuals residing on campus, and address vandalism
- Communicate with individuals that are unlawfully residing on campus
  - Express that residing on campus is not permissible
  - Be observant of your distance
  - Take a photo with your phone. “We take photos of all people on the campus”
  - Call 911 for assistance if an individual is uncooperative

## Safety – involving a facility fire or tornado event

### Facility Fire

- Evacuate through the nearest and safest (away from the fire) doors
- People should take their personal items with them to include cell phones and key
- Gather people, away from the church, in the parking lot (South side of the campus) near the fence that separates the campus from the apartment complex
  - Communicate with everyone evacuated to ensure all persons are accounted for
- Call 911 as soon as the evacuation is in process
  - What to say...
    - Issue – Fire
    - Location – St John’s Episcopal Church at 5401 N. Brookline
    - Specific location of the fire - if known
- Utilizing a fire extinguisher is at the discretion of the individual using the fire extinguisher. Safety of the individual is the primary concern

### Tornado event

- Move people to the basement into the two (2) rooms without windows
- People should take their personal items with them to include cell phones and keys
- Ensure that all persons are accounted for
- Monitor the Internet (if possible) for weather status

# VICAR'S ANNUAL REPORT

January 2024

- I. Opening Prayer
  - a. O Gracious Father, we humbly beseech thee for thy holy Catholic Church; that thou wouldst be pleased to fill it with all truth, in all peace. Where it is corrupt, purify it; where it is in error, direct it; where in any thing it is amiss, reform it. Where it is right, establish it; where it is in want, provide for it; where it is divided, reunite it; for the sake of him who died and rose again, and ever liveth to make intercession for us, Jesus Christ, thy Son, our Lord. *Amen.*
- II. Personal reflections on the year

St. John's is pure gift, for which I give God thanks and praise. For your ongoing warm embrace of my family, your kindness toward me as I juggle two jobs, and your overall generosity of spirit toward each of our new initiatives, I am overwhelmingly grateful. In the last year, YOU have undertaken so very much. We have together undertaken the following by the grace of God, including:

  - i. We have another priest! Father William Font's ministry among us is pure gift; and his reception by Bishop Reed into the order of Anglican Dominicans is the first of its kind in Oklahoma.
  - ii. Welcome of Summit Christian School with the full renovation of remaining classrooms in the school building – thank you BC for your endorsement and encouragement. They have invested over \$75K into our building, and their rent has kept us in the black going into FY '24 and beyond. Julie Crum is remarkable to work with. St. John's, you now have ~200 students on campus each week, and that will grow with time.
  - iii. Adult Sunday School offerings led by both clerics and laity alike continue to grow.
  - iv. Directory!
  - v. Ongoing replacement of windows in the nave; carpet soon to follow.
  - vi. Newly arranged nursery duties, etc. w/ Victoria Moon
  - vii. New Sunday School curriculum for youth with Babette and Nancy Steward
  - viii. New sounds system and stunning audio booth
  - ix. Ongoing archiving group initiated under Dr. Sarah's leadership
  - x. Mayoral acknowledgement for CAIR for refugee resource center
  - xi. 25-year celebration of our Nave's original dedication under the leadership of Fr. John Ryan
  - xii. Fully funded budget/projection for last fiscal year

- xiii. Continue to break through the 'glass ceiling' of over 100 attendees on a 'routine' Sunday (not Christmas/Easter)
- xiv. Quarterly 'families with children' gatherings have continued ~
- xv. New gold plating on many of our aspergillum, candlesticks, etc.
- xvi. Evening Clean Sweep and Property Management Team at 9pm most evenings.
- xvii. First \$100K Kirkpatrick Grant awarded – stay tuned for St. John's Park part 2
- xviii. We have booked a guest preacher for 2024 – Malcolm Guite – British poet, musician, and priest; his poetry has been chosen by King Charles for events already. He will be preaching on October 6<sup>th</sup> at St. John's Church. Bishop Reed knows, and is very excited. Likely to have 2 services that day. Stay tuned.
- xix. Gratitude for our outgoing Treasurers – Glen Fields and Alan Dobbs.
- xx. Shout out to our Altar Guild for the faithfulness amidst an uptick in every form of service.
- xxi. Pilgrimage to England – June 2025! Start saving your pennies - \$4K - \$5K

b. Bi-vocational Madness (because you share me)

- i. The school has continued to grow since you first met me. We now had 860 students last year; I now have 996. We have built another \$2MM in buildings in the last 12 months to get ahead of the curve. We are grateful for your grace throughout.
- ii. Launch of first school of Autism in a private Classical School – *St. Joseph of Cupertino Program*. We have 9 students with a one-to-one teacher to student ratio. Of the 9, 8 came to us non-verbal. Two more have become verbal as they integrate with neuro-typical peers.
- iii. The Bishop-endorsed *Festive School* released
- iv. My second book, the first-ever K12 school breviary, set to release 2024. I have been collaborating with Fr. Caleb Roberts of Grace Church Ponca City on its arrangement. Every word of the offices is from the larger Anglican tradition.
- v. My wife still working full time at bookstore; planted another one in partnership in downtown Manhattan that opened in February.
- vi. We have another senior! Stay tuned for his declaration of college, ha.
- vii.

III. Statistics – 2023

a. 5 Funerals

- i. Jean Inge
- ii. David Nelson
- iii. Steven Barnes
- iv. Rosemary Boeckman
- v. Colleen Rock
- b. 2 Baptisms
  - i. Graham Newberry
  - ii. Finn Newberry
- c. 50+ Visitations to hospital/nursing home
- d. Total attendance: 6,307 (last year: 4868; two years ago year: 4258)
- e. Total services: 170
- f. Confirmations this year on the 25<sup>th</sup> of January – 11!!
- g. Hosted the Annual Daughter's of the King Assembly this Year
- h. First Interment of Pet Cremains into our St. Francis garden
- i. First Wedding in Outdoor Chapel – Greg and Alaina (Chai) Copeland!

May God grant us a blessed 2024 with a clear Gospel, a continued commitment one to another forged in charity, and an increased outreach to this community.

# **ASSOCIATE PRIEST REPORT**

January 2024

## A. Dates and Placement at Saint John's Episcopal Church.

- Deaconate time.
- I was informed about my diaconal ordination on October 17, 2022.
- On November 21, 2022, I was informed that I would be placed at Saint John's Episcopal Church.
- My diaconal Ordination was December 21, 2022.
- My first day as a Saint John Episcopal Church deacon was January 1, 2023.

During my six months at Saint John, the Reverend Deacon Lisa Chronister trained me as a deacon. I don't have words to describe her kindness and dedication to training me as a deacon. In addition, I received Priesthood training from our Vicar, Father Nathan Carr.

During my liturgical and ministerial training, I was assigned to Preach in the Holy Eucharist and assist our Vicar in other Holy Eucharist celebrations during weekdays.

Also, I visited and brought communion to our parishioners. Finally, I participated in other Church ministries, such as the Food Bank's.

However, the most important part of these first six months at Saint John was the ridiculous amount of love and support that I received from the entire community.

## B. Priesthood time.

- I Was informed about my Priesthood ordination on May 16, 2023
- I finished training at IONA School of Ministries on June 11, 2023.
- I was ordained as a Priest on June 29, 2023.

Since my ordination as a priest, I have been trained and supported by our Vicar (and our deacon Lisa), Nathan Carr.

My duties as a priest have been enhanced throughout the last seven months. I have been assigned to be the lead celebrant on multiple occasions, either Sundays, the first Wednesday of the month, or special Feast in the church calendar. Also, I have to preach regularly in our Sunday Holy Eucharist celebrations.

Also, I am assigned, along with my brother Steve Orwig, to organize and find resources for our Adult Sunday School.

On August 29, 2023, I joined the Dominican Order of Preachers. I am in my first year of Novitiate. This new journey of my life has been embraced with joy and love by the Saint' Johns community.

I continue supporting other ministries in our community, for example, the Monthly Healing Service sponsored by the Daughters of King, Food Bank ministry, and Vestry meetings.

C. Final words and thanks.

- Thank you to everybody at Saint John's Episcopal Church.
- Fr. Nathan, Lisa, and Nancy.
- Vestry
- But especially to Pat, Julie Grissom, Dana, and the Jacksons (David and Kim) for their constant support.
- Last but not least, Steve (and Dana Orwig).

Fr, Bro William Font Sanchez, O.P.

## **DEACON'S REPORT**

### **January 2024**

I continue to lead St. John's community outreach in several ways. I organized several volunteer events at the Regional Food Bank of Oklahoma - these are hugely popular with our congregation and address a core need in our community (food insecurity). In these activities we have packed food boxes for distribution at local food pantries and snack kits for after-school programs.

We have also continued to support the St. James Food Pantry by hosting food collection drives several times a year. Most recently we collected over 50 packages each of instant mashed potatoes, gravy, and stuffing for their Christmas meal distribution.

We also collected winter clothing and accessories for the Homeless Alliance and collected clothing for the YWCA.

In April, we practiced environmental stewardship by participating in Oklahoma City Beautiful's annual LitterBlitz event, helping to clean up nearby Dulaney Park.

In late 2022, I was asked by the Diocese to form a team from St. John's to participate in Faithful Innovation Training in the first half of 2023. We had a very positive experience with this program and learned a lot about our community. There are still several things on the "to-do" list from this program that hopefully we can focus on in the year ahead.

The past year St. John's has also completed training and licenses for two additional Lay Eucharistic Visitors. This has helped us commit to a more regular schedule of home and hospital communion visits.

In 2023, I was asked by Canon Betsy to serve as the liaison to the local Parish Discernment Committee (PDC) at Christ Church in El Reno as part of my service on the diocese's Commission on Ministry (COM). The PDC and I met several times with a person exploring their call to ordained ministry. This was meaningful work and helped everyone involved affirm their calls to ministry. I have also regularly attended COM meetings throughout the year.

The Reverend Lisa Chronister  
Deacon, St John's Episcopal Church



# **ST. JOHN'S ORGANIST AND CHOIR DIRECTOR'S REPORT**

January 2024

The St. John's choir rehearses every Wednesday evening except for the month of July and August. We provide music to support the liturgy and assist in worship every Sunday and for special services throughout the year. New singers are always welcome to join our "lofty" ranks.

My warmest thanks to all choristers who share their time and talent to ensure the enrichment of our worship. I am deeply grateful to:

## **Choir Members:**

Beverly Bradley  
Linda Ellason  
Sharon Ellington  
Kathleen Ferguson  
Steven Garcia  
Cathie Gauntt  
Myrna Gowman  
Jim Gray  
Mary Margaret Just  
Tony Maruchella

Steve Orwig  
Jade Rodgers  
Rosemary Rodgers  
Xander Rodgers  
Doug Rogez  
Victoria Rogez  
Victoria Thomason  
Cherie Tompkins  
Doug Traywick

Heartfelt thanks to the St. John's family for such enthusiastic support of the music program. It is a privilege to serve in a church committed to a rich tradition of liturgy and music.

Soli Deo Gloria  
Cynthia Cortright, D.M.A.

# **ACOLYTE REPORT**

January 2024

St. John's has 20 acolytes who are active members of St. Alban's Acolyte Guild. These acolytes serve regularly at the Sunday Eucharists and on the major feast days of the Church. They also serve at weddings, funerals, and other special services as needed and available. The acolytes' duties include serving as Crucifer and Torchbearers in procession, assisting with the Offertory and the preparation of the Altar for Communion, ringing the Sanctus Bells, holding the Book at the Gospel, and on special occasions, acting as Thurifer or flying the celebration streamers or kites.

The purposes of the acolyte program are to teach our young people to serve the Lord and to strengthen their faith in Him. Training sessions are held as necessary throughout the year. All children (6 years and up) and adults are welcome. If you or your child is interested, please contact the clergy or acolyte master.

2023 was indeed the year that brought the return of our acolytes to the National Acolyte Festival at the Washington National Cathedral in Washington, D.C. The festival itself was glorious: long procession, Eucharist, a tour of the Cathedral, Lego building, stained glass designing, and finding Darth Vader on the dark (north) side of the Cathedral. We also found time for the National Holocaust Museum, a tour of the U.S. Capitol, the Museum of the Bible, the National Archives, a walk through all the major monuments on the National Mall, and all the fun of DuPont Circle, which included chess, a bookstore, shopping, (oh yeah, a yarn store), and a wonderful dinner where we just relaxed and laughed and ate fabulous food.

I am always very proud of our acolytes and of the way they represent St. John's Church. They set the example for other parishes and represent such a commitment of faith to our parishioners. St. John's is so fortunate to have them and to have such supportive parents for this program. I have not enough words in my vocabulary to thank all of you for your dedication to our young people.

## **St. John's Acolytes – January 2023 - January 2024**

Charlie Bornman  
Cornel Bornman  
Latoya Burris  
Esther Carr  
Ezra Carr  
Ian Carr  
Lewis Carr

Olive Kate Carr  
Andy Fuller  
Thomas Howard  
Birch Kolb  
Charley Kolb  
Truitt Kolb  
Eli Mooney

Finn Newberry  
Graham Newberry  
Sir Patton  
Jade Rodgers  
Troy Vance  
Kaden Watson

Graduated, May, 2023: Thomas Howard

Faithfully submitted, Patricia Riden, Acolyte Master

# **ALTAR AND FLOWER GUILDS REPORT**

January 2024

## Altar Guild

The Altar Guild is dedicated to serving our St. John's family by caring for all the elements of the Holy Eucharist. We prepare the altar(s) for services, polish the silver and brasses, launder and press the linens, and order supplies for worship.

The "church keeping" duties allow us to welcome everyone to our beautiful church, whether we are honoring longtime traditions or interpreting new ways to come together in worship.

Our Altar Guild members are supported by families waiting patiently for us after services, by the wonderful St. John's acolytes, and by our clergy.

## Flower Guild

The Flower Guild creates fresh floral arrangements to adorn our altar and reflect the liturgical seasons of the church year. We are especially grateful to the St. John's parishioners who help "deck the halls" with greenery for Advent and Christmas, and especially for the brave souls who climb the scary ladders to hang our wreaths!

# **ST. JOHN'S ARCHIVES REPORT**

January 2024

The St. John's Archives team is a group of parishioners who value the history of St. John's and its former school, and who work hard to preserve it. Sarah Tracy serves as lead archivist. Currently, Beverly Bradley, Kathleen Coleson (new!), Kathleen Ferguson (new!), Barbie Garrison, John Griener, Emily Mooney, Ron and Priscilla Pierce, Sarah Tracy, and Troy Vance comprise the "archives team," but we welcome others interested in St. John's history.

Over the past year, the St. John's Archives team has sifted through dozens upon dozens of boxes of documents and photographs. In the fall the group finally began the process of cataloging those materials that we have decided to keep on site. Importantly, Pam Bell, the diocesan archivist, came to collect and catalog materials that we thought best in the hands of the Diocese. She left with some 14 boxes of vestry minutes, bulletins, personal papers, and odds and ends that freed up space in our archives so that we can better organize and display the amazing history of our church.

One of the things that we have in abundance is St. John's School yearbooks. Some of the duplicate yearbooks went on sale with the baked goods available in the narthex on Sundays. Proceeds will go toward materials for our display cases, which the talented craftsman Paul Kramer will build for us, according to his wife Barbie Garrison.

In October, to celebrate the 25th anniversary of the nave, we collected a range of documents and photos from nave's design and construction. We displayed them at Cynthia Cortright's lovely home for the party and in the church narthex the following day.

The archives team also found a very early history of St. John's Church—from the beginning of the twentieth century, shortly after statehood. This magnificent find offered testimony to the important role that women played in the acquisition of the land on Classen Blvd., as well as the organization of the church. Who knew?!

If you would like to work in the St. John Archives, we have room. In fact, we have three of them, filled with boxes that long for your touch and your discernment. Do not hesitate to reach out to Sarah Tracy or any of the individuals mentioned above if you wish to learn more. In the meantime, I am grateful for the generosity of the entire St. John's Archives team.

Sarah Tracy

## **BROTHERHOOD OF ST. ANDREW**

January 2024

The Brotherhood of St. Andrew is an international ministry of men within the Anglican Communion. Founded in 1883 and incorporated by an Act of Congress in May of 1908 and signed by President Theodore Roosevelt. That Act states, "***the sole object of said corporation shall be the spread of Christ's Kingdom among men.***" The St. John's chapter of the Brotherhood was founded by Alec Greaves and Bob Anderson in 1971. It is a fellowship/service and scripture/prayer group open to all men of the parish.

We meet on the second Saturday morning each month at 8:00 in the parlor. The Brotherhood combines coffee and donuts with fellowship, studying the week's Gospel lesson.

All men of the parish are cordially invited to join and participate. Regular members include:

Fr. Nathan Carr  
David Jackson  
Bob Ridle\*  
Dion Crider\*

John Dewar  
Mike Maney  
Bob Wynn  
Ron Pierce

Rex Bell\*  
Steven Garcia  
Mark Anderson

We are currently in discussion with the Church of the Resurrection to combine our Chapters.

Respectfully submitted,  
**John Dewar**

**\*COTR**

# DAUGHTERS OF THE KING REPORT

## January 2024

<b>Chapter Name</b>	Miriam Chapter
<b>Church name</b>	St. John's Episcopal Church, Oklahoma City, Oklahoma
<b>Chapter members</b>	17 Active members; 1 in discernment
<b>Board Members</b>	Kathleen Ferguson, President Dana Bellingham, Vice President Kim Jackson, Secretary

### Overview:

- We gained 1 new member in 2023.
- The Daughters hosted a potluck luncheon for ladies of the parish, to learn about the order and to discuss discernment. Our chapter currently has one woman undergoing discernment for DOK membership.
- We hosted the Spring Assembly April 13, 2023 with two guest speakers, and our Chaplain Linda Paul gave the sermon at our Eucharistic celebration, at the end of our day.
- Each daughter prays daily for the two prayer lists we keep: the parish prayer list, and a confidential list, updated constantly by our dedicated Secretary.
- Our Vicar, Fr. Nathan Carr, and Fr. Willy are very supportive of our Daughters. They both join the Daughters with unction oil, laying on of hands, and healing prayers after Mass on the second Sunday of each month for all those in the congregation who need them.
- Several members attended the DOK Fall Retreat at St. Crispins. It was combined with the ECW retreat for the first time.

### Meetings:

Meetings are held on the 2<sup>nd</sup> Sunday of the month, with a potluck luncheon held quarterly. Our Christmas Party/meeting was very fun.

I have been blessed to serve as President of the Miriam Chapter for 2023, and am looking forward to what 2024 has in store for St. Johns.

For His Sake,

Kathleen Ferguson--President, St. Johns Episcopal Church, Oklahoma City, OK

## **GO TEAM REPORT**

January 2024

Greeters and Oblationers (GO) are a dedicated group of volunteers who greet visitors/members as they walk through the doors of St. John's, bring the gifts of bread and wine to the altar, and pass the collection plate.

Each Sunday we have two volunteers cover the duties and we currently have 14 sets of volunteers.

The duties as a greeter are to arrive at church around 20-30 minutes before the service begins, to pass out bulletins and greet and welcome everyone as they enter the church. It really is a fun way to meet everyone!

The duties as an oblationer are to take the gifts to the altar after the announcements, take up the collection and return the collection plates to the altar when the Doxology is played.

If you want to be added to our list of volunteers, please contact Devie Maxwell or Kim Jackson

Sincerely,

Devie Maxwell and Kim Jackson, GO Team Coordinators

# **LAYREADER / EUCHARISTIC MINISTER REPORT**

January 2024

St. John's is fortunate to have a group of very faithful lay readers - we currently have 26 active readers who serve on a rotating basis on Sundays and on special occasions as needed. We are incredibly grateful that we have been able to bring our Lay Eucharistic Ministers (chalice bearers) back into service on a regular basis. We are finally feeling a normal rhythm in our services. In addition, we have a very faithful group of readers who lead Evening Prayer every Wednesday evening in the Chapel.

If you are interested in reading the lessons or serving a chalice during the services, please contact the church office, one of the clergy, or Patricia Riden. We will make sure you get the training you need and get you on the schedule! We also offer opportunities to read at the weekly services in the chapel and at Stations of the Cross during Lent. Don't be shy to volunteer!

Thank you also to the congregation for your support of these lay readers. Your encouragement keeps us going!

## **St. John's Lay Readers, 2023**

Mark Anderson  
Dana Billingsley  
Beverly Bradley  
Stuart Chai  
Christi Chambers  
Sharon Ellington  
Pat Greaves  
Sarah Greenley  
Julie Grissom  
Chad Harris  
Angela Hooper  
David Jackson  
Nancy Jones

Aaron Mooney  
Steve Orwig  
Babette Patton  
Priscilla Pierce  
Patricia Riden  
Rosemary Rodgers  
Xander Rodgers  
Nancy Steward  
Victoria Thomason  
Sarah Tracy  
Doug Traywick  
Troy Vance  
H. L. Watson

Faithfully submitted,

Patricia Riden



# **SAFE CHURCH REPORT**

January 2024

Safe Church is the national program of the Episcopal Church designed to equip congregations in abuse awareness, prevention, and response. It is further designed to require a higher level of accountability in our ministries, congregations, and dioceses. It replaces the older model of Safeguarding God's Children/People, and seeks to protect a greater range of people, particularly children and our vulnerable adults.

At this time, the program is entirely online. It is required for all paid staff, for those who work with children, youth, or vulnerable adults, and for those in positions of leadership in the congregation. Online participation has many challenges, and there is a plan to resume some in-person training sessions in the near future. In the meantime, we are trying to work through the difficulties for all those needing to complete the training.

At St. John's, we are seeking 100% participation in 2024. Nancy Jones takes care of facilitating the background checks, and I am responsible for helping with the training modules from Praesidium Online Academy. Please be patient with us when we reach out to you to complete the training. We all need to remember that we are doing this to live into our promise to seek and serve Christ in all persons, and to respect the dignity of every human being.

Thank you to all who have completed or attempted to complete the training. We hear your frustrations and appreciate your cooperation.

Respectfully submitted,

Patricia Riden

## **TEACHERS' TOOL BOX**

January 2024

Teachers" Toolbox is a ministry that provides supplies to the teachers of two of our elementary schools within a mile radius of St. John's Church: James Monroe Elementary School at 4810 N. Linn and D.D. Kirkland Early Childhood Education Center at 6020 N. Independence. Both schools are so very appreciative of our help and consider us part of their greater community.

This is our 3rd year to use the wish list/delivery system to meet the needs of our teachers. Each semester we email the schools as to their needs, and when we have the lists, we get to create bags and boxes of much needed supplies for the teachers and staff.

We could not do this without your generous support through donations of supplies and funds that allow us to go "shopping" for our schools. I want to send a huge shoutout to Bob and Ginny Wynn, Glen Fields, Cherie Tompkins, Sharon Ellington., Aaron Mooney, and Marilyn Rogez. Kleenex? Play-Doh? Composition notebooks? Markers? Craft supplies, complete with instructions for projects? These shoppers are ready and willing to make it happen!

Donations are welcome all year long, so if you're out and about and see something the schools could use, don't hesitate to get it and bring it to church. We have a collection basket in the narthex, and bulk items can go directly to our shelves in the parish library. Can't get out to shop? Make a cash donation to the Toolbox fund, and we will shop for you! We can and do make a difference for our children.

Respectfully submitted,

Patricia Riden