

Christ Church Oyster Bay Annual Meeting

2012 Annual Reports

December 2, 2012



2012 ANNUAL REPORTS

2012 Warden's Report

2012 is rapidly coming to an end. We had an eventful year and a year to be thankful for in our parish community. We “survived” Peter’s sabbatical (Argentina is now a better country for their visit) and are **thankful for Corky** (Father Michael Carlisle) stepping in and leading us. Lent certainly was a very active period in our church life with the well-attended Wednesday evening programs. Julie Hoplamazian moved on and is now a priest in Brooklyn. **Thank you Julie** for your service and welcome Stacy as our new parish administrator.

In many ways we strive to become a more relevant Christian community in Oyster Bay and we worked very hard to further improve our campus, find the best ways to use our Outreach funds, increase the proportion of parish costs covered by our stewardship giving and embarked on new programs that will define our parish into the future. **Thank you Vestry.**

The most exciting program is the acquisition of the VNA building on South Street for the purpose of transforming it into an Ecumenical Youth Center (EYC) in Oyster Bay with the help and support of several faith communities, including First Presbyterian, North Shore Community Church, Hood AME Zion, St Dominic’s, and Community United Methodist Church (East Norwich). How it will all unfold is not quite clear as we are stepping out in faith and letting the Holy Spirit guide us as we move forward. Stay tuned! **Thank you Peter for being “alert”.**

Our parish family is aging and we need to find better ways to attract younger families as well as continue to minister to our current parish family. Luke Grote as our new Youth Coordinator is a step in the right direction and the EYC will also allow us to showcase our church as “the place to be”. **Thank you Luke.**

Other projects include the new agreement we concluded with the Learning Tree Pre-school which will allow us get some return for the Parish Hall renovation expenses in the form of much more market-based facility usage rates. The Day Break program continues to utilize our parish hall as is Camino del Vida, AA, the Hispanic community, and the TR Roosevelt Society. At times we have 3-4 groups simultaneously utilizing our beautiful facilities – what a blessing!

We have many opportunities (challenges) that need to be capitalized on as we move forward into 2013 and beyond. The Casparians have indicated that they will probably retire from active parish work in mid-2014 and therefore we will be moving into a transition phase sometime in late 2013. The Long Island Diocese will actively support our transition and make it a manageable and hopefully a relatively short process. **Thank you LI Diocese.**

Our campus is in great shape and we continue to work on various elements, including needed improvements to both the rector’s and the sexton’s houses. **Thank you to Hector** for keeping our grounds so beautiful.

Our 2013 stewardship campaign (“Of Thine Own Have We Given Thee”) is designed to both increase the number of pledges as well as the average pledge. Any increased giving versus 2012 will help us to bolster our Outreach programs. The aftermath of Sandy (luckily with relatively minor damage to our parish family) will require much rebuilding on Long Island and our Outreach program may be a sign of hope. **Thank you Stewardship Committee**

We have been very privileged to serve as your Wardens for this past year. God bless you and may God bless Christ Church of Oyster Bay.

Abigail Feder

Ton Heijmen

2012 Christ Church Oyster Bay Investment Committee Annual Report

The Christ Church endowment is managed by two organizations, Merrill Lynch under the leadership of Maria Brisbane and Morgan Stanley Smith Barney (MSSB) under the leadership of Howard Grace and Dave Christensen. Since the beginning of 2012 the assets in the combined portfolios have increased from \$9.2MM to \$9.7MM (as of 9/30/12) after taking into account this year's draw of \$450K used to close the budget gap.

The two investment managers are mandated to invest the assets on behalf of Christ Church adhering to a diversified investment strategy that includes fixed income, equity and alternative investments such as real estate. Within the equity allocation, assets are diversified across US and international, small and large capitalization strategies. During the year the allocation to equities was increased 2% while the allocation to bonds was reduced by an equal amount:

CHRIST CHURCH ASSET ALLOCATON SUMMARY 30-Sep-12

DESCRIPTION	SECTOR TOTAL	
	\$ (millions)	%
EQUITY	\$6,430,425.00	66%
FIXED INCOME	\$2,700,077.00	28%
REAL ESTATE	\$ 116,463.00	1%
CASH	\$ 486,332.00	5%
TOTAL	\$9,733,297.00	100%

2012 can be characterized as a slow but somewhat choppy march forward. In the US, growth has not been robust, but employment is improving, and the housing market is also showing new signs of growth. The Federal Reserve remains committed to maintaining the low rates well into next year. As we all know, Americans spent considerable time throughout 2012 focused on the election and implications of potential outcomes. Although the environment in Europe has been very difficult with Greece remaining in the headlines, the region is also showing some signs of improvement. Despite all the economic and political challenges facing the world throughout 2012, equity markets in the US and abroad have posted returns for the first 10 months of the year ranging from 11% to 14.4% for the S&P 500.

The Christ Church portfolio has produced solid results thus far this year. For the first nine months of the year the MSSB and Merrill Lynch portfolios each achieved returns of 10.3%. These compare to a blended benchmark of 60% S&P 500/40% Barclays Aggregate indices of 7.9%. Taking into account the month of October, our managers gave back some of the gains through September with the October year to date blended return was 9.0% for CCOB portfolio trailing the blended index of 10.3%.

As we look towards the end of 2012 and into 2013, the markets hope for continued economic improvements both here and abroad. Investors and consumers alike are beginning to re-enter the markets although there is still a tremendous amount of cash that remains on the sidelines as they look for meaningful signs of and sustainable improvement in the economy. The current order of business is for Washington to address the expiration of Bush era tax cuts dubbed the 'fiscal cliff' which depending on the Congress' actions could have a significant impact on tax payers and the overall economy.

Investment Committee: Peter Casparian, Abigail Feder, Ton Heijmen, Peter Robey, Frank Rinck, Dale Turnipseed, Laura Varicchio

Respectfully submitted, by the *Investment Committee*

2012 Education for Ministry

Education for Ministry (EfM) is a study and reflection program that has been running at Christ Church for 6 years. This year's group of 8 is lead by Anne Wenk and Marguerite Casparian on Tuesday nights. There are 4 members from Christ Church, 1 from the Presbyterian church across the street and 3 from St John's in Huntington. The group got off to a slow start because of Superstorm Sandy but has made up for lost time with a great deal of enthusiasm.

Respectfully submitted,
Marguerite Casparian

2012 Report of EYC and Christian Education and Church School

Church school is off to a great start this year. We are using a new curriculum that uses fun activities to foster building a relationship with God. Our teachers Kerrie Bellisario and Kelly Magnuson, along with their assistants Nicole O'Shea-Hollohan, Natalie Gallego, Stephen Lorusso, and James Lorusso, have done an excellent job bringing this material to life.

Our junior and senior high youth group is also thriving. We have been learning about the manifold ways God is already active in our lives, and we have been trying to understand how to live lives that emanate from the abundant love God shows to us. These students will be demonstrating God's love by being active participants in the Hurricane Sandy relief efforts.

Our young adults group is growing as well. The main thrust of this group is community-building, so every other meeting is purely an opportunity for socialization. During our other meetings, we use Rob Bell's innovative Nooma video series for deep and stimulating conversation about God's work in our lives.

Respectfully submitted,
Luke Grote

2012 Evangelism Committee Report

As Chair of Evangelism, I place advertisements in local news media for church activities, events and concerts. At present, the church runs a small weekly ad indicating service schedules with the Oyster Bay Guardian on an annual contract. This provides significant savings, including no charge for July and August when there are fewer church activities, as well as a 2% discount on all other advertising for concerts, events, and Christmas and Easter seasons. The Enterprise Pilot provides free advertising for church special events on the Community Activities page, and we also have a weekly ad under the "Local Churches" section on an annual contract.

In the past, I was involved with improving signage and writing materials for our brochures on the stained glass windows and the history of the parish. I also currently assist Elisa Dragotto with publicizing Opera Night concerts and other musical events by using the email blast sponsored by the Oyster Bay Main Street Association. Please contact me if you can assist with using social media including FaceBook and Twitter – 922-1533.

Respectfully submitted,
Susan Peterson Neuhaus

2012 Eucharistic Ministry Report

This past September I replaced Nancy Wielunski as Coordinator those parishioners serving as Eucharistic Ministers for the 10 am service and special holiday services. This involves scheduling the seven parishioners trained in administering the Eucharist: Denise Carney, Shari Dembowski, Martin Evans, Simon Haarhoff, Ton Heijmen, Carrie Schmermund, and myself. The church could certainly use a few more to serve in this ministry, which usually requires taking a course offered at Mercer Seminary usually one morning or partial day. It does not require vesting (e.g., wearing a robe on the altar) since Father Peter prefers Eucharistic Ministers to walk up from the congregation. Contact me at 922-1533, resumes@optonline.net, or speak to Father Peter if you are interested in joining this ministry. I am sure the members of this ministry would not mind speaking with any interested parties.

Respectfully submitted,
Susan Peterson Neuhaus

2012 Hospitality Report

There are always many events throughout the year that require hospitality. There are those that repeat every year like the lunch at this meeting, Newcomers Brunch, Church picnic, soup suppers during lent, concert receptions, Strove Tuesday, and other events. The coffee hour committee is well organized by Ann Haarhoff. We all enjoy and appreciate the goodies served at the Parish Hall every Sunday. Many thanks to all that make that possible.

We need a list of people we can call to help by bringing a dish or help clean at any of these occasions. The present committee includes Ann Haarhoff, Ann Myrato, Marie Brussell, the LoBianco family, Kerri Ross., and Kim Phillips. Many hands make light work.

I'd like to add more names to this list .If you would like to contribute your culinary skills or helping hands, please let Stacy or me know. Thank you.

Respectfully submitted,
Kim Phillips

2012 Acolyte Guild Annual Report

The Acolyte Guild currently has twenty active members. Additionally, we currently have three Probationers who will become full members of the Guild in the near future.

Acolyte Training: Three probationers are currently participating in our training program. Unfortunately, our training schedule was waylaid by the arrival of Hurricane Sandy. This was mostly due to the fact that my presence in my other occupation, as a police officer, was required for extended hours in the weeks after the storm. I am looking forward to getting the training schedule back on track and look forward to formally inducting our new members during the early days of 2013.

YSG: The Youth Supererogation Gang will continue this year. This program, begun in 2009, allows the young people of our parish the opportunity to earn tickets for service to the Church. Participants earn tickets for serving as Acolytes or in the Treble Choir. At the end of the Church School year, a drawing is held and prizes are awarded. This past year, we awarded gift certificates in the amounts of \$100, \$50 and \$25. This program has proven itself to be very popular and is scheduled to continue.

Acolyte Recognition: At the close of the Church School year, a Sunday is always chosen to recognize the dedication and efforts of the members of the Acolyte Guild. This past June, as in years past, all of our Acolytes were awarded a gold Cross lapel pin. The Acolytes wear these pins on their Cottas as a demonstration of their years of service to the Guild.

Respectfully submitted,
John R Iles
Acolyte Coordinator

2012 Music at Christ Church Annual Report

The eighth year serving as Music Director for Christ Church has again been a great joy and privilege for me. I thank Peter, the wardens, and the Vestry for updating my long-out-of-date contract, and look forward to discussions regarding continuing my work here in 2013.

This year the Treble Choir lost a few members, but gained as many, keeping our total number at 11 for the second year, almost three times the size as when I began here. The Adult Choir was saddened to see the departure of Nancy and Eddie Wielunski, Colby Luckenbill, and Susan Thurman, all of whom have either moved out of the area and/or changed church affiliation, but are happy to welcome Shelby Trautman to our ranks this fall, and Ronald Hlinka last year around this same time. Thus we continue with an essentially “full choir” (with every folder spoken for) for a second year, a feat that I simply could not do without the help of Eileen Relyea, our wonderful music librarian, and our amazingly talented section leaders: Marla Peltzer, Elisa Dragotto, Donna Houman, Michael Fries, Christopher Judge, and David Burt, all of whom have remained with us for another year.

Every week is a musical fulfillment for me, but one of the highlights this year has to be our performance in June of the Brahms Requiem, for which we collaborated with members of the Huntington Choral Society. It was a very successful concert, and I thank Elisa Dragotto for her help in organizing and publicizing it.

Thank you again for the opportunity to serve as your Music Director, and I look forward to a joyful and exciting 2013!

Respectfully submitted,
Michael C. Haigler
Music Director, Christ Church

2012 Altar Guild Annual Report

The Altar Guild team will, in the next few days, begin polishing the silver and brass, filling candles, dusting and shining the wood, in preparation for the New Year. With pride we prepare God’s Altar to be a suitable place for the offering of His Body and Blood.

We would like to thank all the members of the Altar Guild for their dedication, pride and dependability. These ladies come in on Saturday mornings to set up the elements for Holy Communion so we all may reverently come together to share in God’s sacrament.

So, to Rene Warren, Ann Smith, Mabel Fitzpatrick, Martha Layton, Mora Gibney, Patti Bauerschmidt, Rita Downs, Floss Augustine, Genna Andolfo, Sonja Lake, and our newest member, Ellen Nicoll, Christ Church thanks you for working together, filling in for each other and always pitching in when needed. The Altar always seems to get prepared and cleaned even when it’s not your turn to do it. You are a great team! Thank you also to Priscilla Stevens, our sacristan, who takes the responsibility of cleaning and pressing the Fair Linen and changing the Frontals on the Altar each new season.

This year we said goodbye to three of our members: Carla Weitzmann, Joy Hannon and Gina Maisano. We thank you ladies for your dedication and service. And to Carla, we wish you God’s speed in your recovery.

The Altar Guild welcomes anyone (men/women) who would like to participate in this aspect of worship ministry. Please give us a call.

Respectfully submitted,,
Kim Phillips and Denise Carney
Co-Chairpersons

2012 Outreach Grants Committee Report

On behalf of the Outreach Grants committee I would like to thank the parish for its continued commitment to outreach. Our budget for 2012 is \$55,000; the same amount as the prior 5 years. Obviously, we would like to increase our giving. Since our endowment is fixed, any increase depends directly on our own generosity.

During 2012 we received request for grants in excess of \$300,000. As in prior years we have followed a fairly strict set of guidelines in order to select where our limited funds are distributed. The first guideline is that the charity be a viable charitable organization that provides support for basic human needs. We take the verification of these charitable organizations very seriously and we have a formal application process. Second, Christ Church has guided our committee to reach out to organizations whose mission aligns with our parishes' values locally, nationally, and internationally. And third, we look to somewhat favor Christian, or Episcopal, charities.

Below are the grants which we have made during 2012. I encourage you to research these charities and be generous.

Grants for 2012

1. A few years ago the Outreach Grants committee decided to focus on large grants where our funds would make a bigger impact and where we found an affinity with our parish's goals. Because we do receive many (many) requests from very worthy smaller charities, we fund a budget for smaller requests at Peter's discretion. Peter communicates regularly with our committee and many of the causes he supports are described in the Compass. This year, due to the impact of Super storm "Sandy", we increased this discretionary budget to \$10,000 from its usual \$5000.
2. We made a \$20,000 grant to the Fortune Society in response to their application. Shirley, Peter and I visited their facilities and were greatly impressed with their programs. We agreed also that we would arrange for their play "The Castle II" to be brought to our community. This is the second year we have made a grant to Fortune. This year \$5000 of our grant was specifically allocated to an initiative on nutrition.
3. We granted \$15,000 for the fall period in support of a "final grant" to WINGS. We have been supporting WINGS over the last eight years. WINGS have now turned a corner in terms of their size and the scope of services they provide. This is a milestone, and our support in their formative years has been critical in providing a financial base for the good works they are performing.
4. We gave \$10,000 to HIHI.

A brief list of some Prior Grants

International Hospital for Children in Richmond
Episcopal Relief and Development Fund
The Seamen's Church Institute
Life Enrichment Center
Eastern Farmworkers
Interfaith Nutrition Network (INN) in Hempstead.
Youth and Family Counseling of Oyster Bay
Caring for the Caregiver
The International Hospital for Children (New Orleans)
We have twice supported specific missionaries in their work
The Safe Place
St. Etienne's Church in Haiti

Respectfully submitted
Adam Kimmick

CHRIST CHURCH OYSTER BAY
TREASURER'S REPORT - THE STATE OF THE FINANCES
ANNUAL PARISH MEETING - DECEMBER 2, 2012

INTRODUCTION

Christ Church Oyster Bay has weathered the difficult and challenging economic times that recently have confronted this country and the world and I am glad to report that we maintain a strong financial base that has not been eroded. Christ Church looks forward to moving ahead in the coming year, supporting our endeavors and maintaining a strong commitment to outreach and music while looking for ways to gain financial support from means other than endowment funds.

Christ Church runs its fiscal year on a calendar basis i.e. January through December and on cash basis of accounting

We are constantly searching for ways to broaden our contributor base and lessen the endowment contributions that are used to support our programs. In the past several years, there has been progress in this area but we are a long way from being able to self support our needs without having heavy dependency on endowment funds.

THE ENDOWMENT OF CHRIST CHURCH

Since 1987, Christ Church Oyster Bay has had the privilege of being a comfortably endowed parish. Our endowment provides many privileges and benefits that would not be available to a parish of this size with the amount of support that is received.

We are stewards of a special bounty that needs to be wisely managed as well as protected.

In reality, this asset should be referred to a fund as it was not specifically earmarked for any given use. To that end several years ago, the Vestry restricted the amount of funds, used to balance the operating budget, that can be taken from the endowment in any given year to a 4.0 % draw based on a trailing three year average. This was done to provide responsible fiscal management as well as to preserve this asset for those who come after us.

Many years ago, the largest part of the endowment came to Christ Church through the Wivenhoe Trust that was established by Mr. and Mrs. Huntington Babcock who were Doubleday family members. The trust was divided in three ways. Christ Church Oyster Bay was beneficiary of 1/8 of the trust, St. James Church in New York City was beneficiary of 3/8 of the trust and the remainder went to St. Luke's Hospital.

Prior to 1987, the Wivehoe fund was comprised of a non-traded interest in the Doubleday company and provided approximately \$50,000 of income annually to Christ Church. It was generally regarded that the fund had a value of \$1,000,00 though it was not in a liquid state.

In 1987, the family sold their interests in the Doubleday company as well as in the New York Mets and the beneficiaries received payouts at that time.

Christ Church received approximately \$8,000,000 from the payout.

After taking draws for many years and underwriting several large capital projects from this part of our endowment, it is still worth approximately \$9,500,000.

The Investment Committee, chaired by Abigail Feder, oversees the investments of Christ Church. In 2009, monies from each fund were placed in equal dollar amounts with two investment brokers providing an equal starting point from which progress can be monitored. Draws from the two endowment funds are made in equal amounts at the same time in order to facilitate the tracking of the progress of each investment advisor.

RECENTLY FUNDED ENDOWMENTS

In 2010, three additional endowment funds were established in accounts invested with The Investment Fund of the Diocese of Long Island.

	Amount Inception	Value 8/31/2012
1. Syliva Redington Endowment For Special Needs Children In Memory of Sylvia Hobart Redington <i>Funds Added 2012</i>	\$50,000	
	\$15,000	\$ 72,919
2. James A. McDonald Foundation Foundation was dissolved and CC. shared in the final payment	\$500,000	\$569,127
3. Nancy and Charles Slanetz Fund Music Endowment To support musical aspects of church services	\$ 20,000	\$ 23,038
TOTALS	\$585,000	\$665,085

The Sylvia Redington Fund and Slanetz Fund are restricted with uses specified. The Mc Donald foundation gift remains undefined.

In addition , there is a Christ Church Memorial Gifts Fund funded by gifts given by individuals in memory of loved ones and for thanksgivings.

- As of 10/31/2012, the value of the fund is \$61,627.
- The Vestry determines how these monies are allocated.
- During 2011, a memorial outreach gift of \$5,000 was given to Kwagala's Children – school in Uganda using funds given in memory of Sarah Meyer, a warden and long time member of Christ Church.
- In 2010, \$1,300 was allocated for two benches in the memorial garden in memory of Bob Neuhaus and Patti Jones.
- A tree was also planted and dedicated on the church grounds in memory of Patti Jones.
- In 2012, a \$2,100 scholarship was granted from this fund

The Lynn M. Griffith Fund has funded by annual gifts given to Christ Church from Lynn Griffith. This fund is restricted for treble choir expense.

THE FUNDS OF CHRIST CHURCH

ACCOUNT VALUES 10/31/2012

		2012			2012
		<u>1-Jan</u>			<u>31-Oct</u>
<u>OPERATING ACCOUNT</u>					
1	STATE BANK	\$148,095.90			\$234,529.12
<u>INVESTMENT ACCOUNTS</u>					
1	LISTERINE	\$ 1,190,000			\$1,190,000
2	MERRILL-LYNCH	4,364,974.15			\$4,352,360.84
	LA SALLE	108,930.72			\$122,547.25
3	MORGAN-STANLEY	\$4,940,023.80			\$4,966,842.39
4	DIOCESAN FUND	603,823.39		VALUE 8/31/2012=>	\$665,085.39
	McDonald (\$500,000)				
	Redington (\$65,000)				
	Slanetz (\$20,000)				
		\$11,355,847.96			\$11,296,835.87

2012 to date - \$450,000 has been drawn from the endowment funds to cover operating budget deficits as well as the outreach (\$55,000) and music (\$80,000)

THE INCOME OF CHRIST CHURCH (non-endowment)

The income of Christ Church is budgeted for 2012 as follows:

Pledges - \$225,000 (budgeted at same amount for 2010 and 2011) –
92 pledging units in 2011

Plate	\$12,000	
Non-pledge	25,000	
Holiday	12,000	- Christmas and Easter
Rents	<u>30,000</u>	
	\$304,000	

THE BUDGETS OF CHRIST CHURCH

Christ Church has four budgets.
The budgets for 2012 as follows:

1. **OPERATING BUDGET** – Funded half by income and half by endowment

- ❖ Annual operating budget is established to cover
 - Salaries of priest, sexton, financial secretary, parish administrator
 - Benefits for full time employees including health insurance and pension
 - Rector's benefits include housing equity contribution, auto allowance, pension
 - Buildings and grounds includes maintenance and repair of church, parish hall, office, rectory and sexton's house as well as grounds maintenance as well property and liability insurance
 - Utilities expense includes telephone, fuel oil, website as well as gas and electric
 - Christian education, worship expenses church school, youth group, flowers, advertising , coffee house and baby sitting expenses
 - Administration fees include office supplies, bank fees, postage and internet expenses.
 - Included in the operating budget are the expenses for the annual diocesan pledge of \$54,216 and other ongoing outreach expense for overall total of \$67,216.
- ❖ \$610,490 - operating budget .
- ❖ \$306,490 – (51%) – from endowment
- ❖ \$304,000 - (49%)- from pledges, contributions and facility based income i.e. rents

2. **OUTREACH BUDGET** – funded by the endowment

- ❖ \$55,000 from endowment is used annually to fund outreach programs
The outreach committee meets regularly and determines annually how these funds are allocated to those charities deemed worthy of receiving them.

3. **MUSIC BUDGET** – funded by the endowment

- ❖ \$80,000 from endowment annually is used to fund the music program
Includes music director's salary and benefits, special music, choir, instrument maintenance.

4. **CAPITAL BUDGET** – funded by the endowment

- ❖ In 2011, the vestry approved \$200,000 in capital programs including the church slate roof and miscellaneous other capital needs for \$150,000. In addition another \$50,000 was approved for architectural and feasibility studies to ascertain if the Canterbury Cottages program should proceed and costs associated with purchasing the VNA building.
These budgets carried over to 2012.
- ❖ It is anticipated that a three year program outlining capital needs will be put in place in early 2013.

The endowment contribution to operating, outreach and music budgets for 2012 is estimated at \$482,610 - keeping within the vestry guidelines for endowment draws.

The 2012 budget for operating, outreach and music totaled \$703,508 plus \$88,102 in Capital expenses for a grand total of \$791,610.. At this level, \$487,120 or 62% of funds expended will be drawn from the endowment and 38% of expenses will be funded from income and contributions.

AUDIT

- ❖ Christ Church is audited annually by the firm of Anthony Basile, CPA
- ❖ An unqualified audit was achieved for 2010 and 2011 meaning the auditor did not identify issues or discrepancies.
- ❖ Diocese of Long island requires that each parish file a completed audit by September of every year which was accomplished by Christ Church.
- ❖ Submitting audit to diocese is requirement to parish to vote at the diocesan convention. Charles Gibney, Peter Robey and Dick Ham serve as members of the audit committee.

. THE FINANCIAL PLANNING COMMITTEE

The Financial Planning Committee, chaired by the Treasurer meets on a quarterly basis, (more often if needed) to review budgets and financial matters that affect this church.

The Rector, Wardens, members of the Audit Committee and the Financial Administrator attend these meetings. This committee works to establish the annual budget.

Respectfully submitted,

Laura K. V. Dougherty

Treasurer

Christ Church Oyster Bay

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