

# IMMANUEL CHURCH-ON-THE-HILL

## Annual Report 2023



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**The Immanuel Church-on-the-Hill**

## OUTGOING VESTRY MEMBERS

Let's give our heart-felt thanks to the following members who have completed their terms.

**David Atwood**

**Taylor Houck**

*(completed his 1-year term)*

**Kristi Kubista-Hovis**

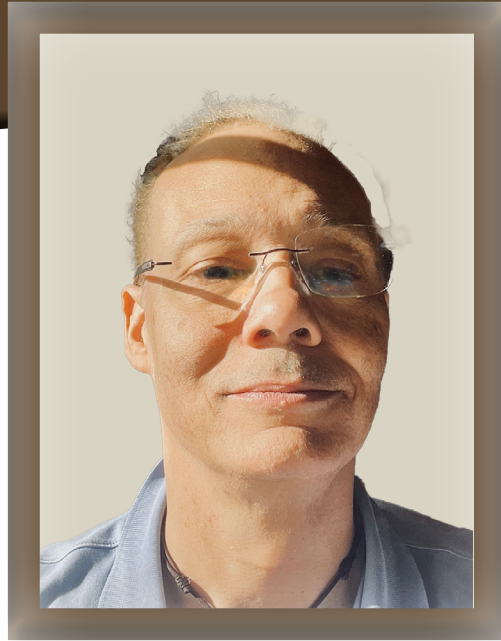
**Mollie Lambert**

*(accepted a new position as Immanuel's Assistant Treasurer)*

## 2024 CANDIDATES FOR VESTRY AND THEIR SURVEY RESPONSES

Immanuel asks our qualified and talented individuals running for the Vestry to answer some brief questions about their candidacy and the value they each find in being a part of the Immanuel Church Family. Each brings unique skills, gifts, and experiences to this important leadership position. Please take a moment to read their answers, beginning below, prior to voting.

### Philip Brown



**How long have you worshiped at Immanuel? Any other family members who worship here?**

I've been at Immanuel for approximately four months. I joined Immanuel shortly after moving from Manhattan to Fairlington Villages in 1995. I was raised as an Episcopalian in New York, and while I have not been an active member of any church, I have never abandoned my faith.

**What are some parish activities or ministries that have captured your time and talents?**

I enjoyed sponsoring a family at Christmas, and I have always embraced the spirit of service and giving.

**Please name something you find very valuable/something you love about Immanuel.**

I love the tranquility, sense of calm and inner peace that I feel at service as well as the openness and sense of joy that I experience from the clergy and the greater church family.

**What gifts, talents, interests and/or goals and objectives do you think you might bring to Vestry service?**

I have a strong background in finance and technology, having graduated from the Massachusetts Institute of Technology Sloan School of Management in the early 1990s and working in various finance, information technology and consulting positions over my career. I've helped start several companies and I continue serve on two boards of directors, both for more than five years. I hope to bring my skills and perspectives to serve Immanuel wherever I am most needed.

**How would you view serving on the Vestry as a ministry, as part of your Christian journey?**

I've reached out to Immanuel to reinforce my faith and for a sense of perspective as I change my life in support of Colette, my wife of 24 years who has a progressive illness. I would like to serve on the Vestry to serve Immanuel and support the Church and the larger community that we all serve. As part of my Christian journey, I have always been mindful of the needs of others, and tried to approach the world with a sense of optimism and compassion that reflects the love of the Lord and that honors those who have come before us and served and sacrificed for our wellbeing.

### Mark Fearer



**How long have you worshiped at Immanuel?**

I have been a member of Immanuel since January, 2013.

**What are some parish activities or ministries that have captured your time and talents?**

Pastoral care, to include Lay Eucharistic Visitor, those needing prayer, and jail ministries.

**Please name something you find very valuable/something you love about Immanuel.**

Immanuel is all-inclusive, has multiple Outreach opportunities, plus multiple 'in-house' ministries to be involved with.

**What gifts, talents, interests and/or goals and objectives do you think you might bring to Vestry service?**

Since I last served on Vestry, the Social Justice Ministry was spun up and I feel a calling to that.

**How would you view serving on the Vestry as a ministry, as part of your Christian journey?**

Giving back of my many Blessings.

## Taylor Houck



**How long have you worshiped at Immanuel? Any other family members who worship here?**

I've worshiped at Immanuel since 1999. Other family members who worship at Immanuel are my daughters – Cilla, Summerson and Juliet and my wife, Melissa.

**What are some parish activities or ministries that have captured your time and talents?**

While at Immanuel, I have taught Sunday school, unloaded pumpkins/ worked in the pumpkin patch and been a member of the stewardship committee.

**Please name something you find very valuable/something you love about Immanuel.**

I think one of Immanuel's valuable traits is the congregation's enthusiasm for and perseverance with helping others.

**What gifts, talents, interests and/or goals and objectives do you think you might bring to Vestry service?**

I'm interested in assisting with continuing Immanuel's support of the community and maintaining a strong parish.

**How would you view serving on the Vestry as a ministry, as part of your Christian journey?**

I'm grateful for the many blessings bestowed upon my family and me and hope to help others if I'm able.

## Brian Rush



**1. How long have I been worshiping at Immanuel? Any other family member's worship at the church?**

I attended my first service at Immanuel at Easter in 2018, and started going regularly to Immanuel a few weeks later. My daughter routinely attends with me, as well as my son when he is home from college.

**2. What are some parish activities or ministries that have captured your time and talents?**

I am active with EYC, previously volunteered at the pumpkin patch, helped load and unload the truck full of charitable Christmas gifts, and attended Shrine Mont on multiple occasions.

**3. Please name something you find very valuable/something you love about Immanuel.**

I live the fellowship of the congregation and how welcoming everyone has made me feel since the first time I attended services at Immanuel.

**4. What gifts, talents, interests and/or goals and objectives do you think you might bring to Vestry service?**

I have 27 years of experience leading groups and coordinating across organizations and various teams. I also have a strong desire to give back to the Immanuel community.

**5. How would you view serving on the Vestry as a ministry, as part of your Christian journey?**

I view it as an opportunity to give back to a community that has given so much to me. I was going through a difficult divorce when I first attended services at Immanuel and the church immediately provided me with a spiritual outlet and helped me find peace of mind.

# RECTOR'S REPORT

*“Now there are varieties of gifts, but the same Spirit; and there are varieties of services, but the same Lord; and there are varieties of activities, but it is the same God who activates all of them in everyone. To each is given the manifestation of the Spirit for the common good” (1 Corinthians 12:4-7).*



Dear Brothers and Sisters of Immanuel:

The above quote is from St. Paul's beautiful comparison of the Body of Christ, the people of God gathered in worship, service, and community, to the human body. It's an image Paul's early readers could readily appreciate; a human body requires many different parts performing unique functions but always working together for the good of the whole. So it is with the Body of Christ, the Church.

The Rev. Carol Anderson, former Rector of All Saints' Church, Beverly Hills, CA., used to say that "the parish Church is the hope of the world." I am unfailingly inspired when I remember her quote. It is one of those benchmark, reference quotes for me, one of those which has meaning in each new season. So, as I write this report, I have to ask how has Immanuel been a place where God's hopes for the world has been lived out in 2023? How have we, as individual members with different gifts, abilities, and interests, worked together for the good of the whole? Well, it's a mixture of things that can be quantified and those that cannot.

On the quantifiable side, we offered many liturgies to the glory of God and for the upbuilding of God's people. We helped a whole lot of people, either in the form of grants to organizations from yet another record-setting pumpkin patch in 2022, to the host of children and families provisioned and provided for through the Christmas Families ministry, or through the many people who approached the parish offices looking for financial assistance. Others cooked and served meals in homeless shelters, while some worked on stewardship, planned giving, our endowments, or environmental conservation. We offered insightful forums, retreats, Bible studies, and meetings of the Benedictine Community. We baptized, offered confirmation, were moved by the power and beauty of our choirs and music program in general, and we re-started our three-service Sunday schedule.

We welcomed the Rev. Sarah Spurlock Biggs as our new Assistant Rector, and we bade a fond farewell to our seminarian, the Rev. Janettarose Greene, who was moving on to her first position at nearby St. Mary's in Arlington. Likewise, we welcomed Reggie Hayes, who is serving with us for an intern year before his expected ordination.

Our faithful Vestry prayed, planned, and worked together to God's glory. I give thanks for those who are completing their Vestry service: Kristi Kubista-Hovis, who has given so much as our Senior Warden, particularly in some areas of policy development and implementation; David Attwood, who has given pioneering leadership during his time on Vestry in both Adult Formation and Discipleship and in helping to lead and develop our Social Justice ministry; Mollie Lambert, who has been a key steward and link with our Outreach ministry (and who is now becoming Assistant Treasurer); and Taylor Houck, who has served for an uncompleted one-year term, and is now a candidate for a full three-year term.

Our talented staff have led in their own areas of responsibility, along with helping out in general as need arose. I have already mentioned our new Assistant Rector, Sarah, and I give thanks for the Rev. Susan Parsons, our faithful, cheerful, and enthusiastic Associate Rector, who continues to serve part-time while being officially retired; Aleta Powell, our Parish Administrator, who is always after ways to increase efficiency and reduce costs; Dr. Jane Tavernier, who is both musically gifted and a believer who views music as her ministry; Stuart Dahlinger, our devoted Sexton; Gilma Balcarcel, who has been an additional mother to the children of this parish for decades, along with offering leadership in hospitality; and Sughra Bakhtiari, who finished her time with us as bookkeeper, departing for a new full-time position closer to her home. I include volunteers here who give so much of themselves that I believe they really are also staff: Brooke Roberts, who serves so wonderfully as a volunteer in the office and as our Director of Communications; Tom Hewson, who gives heart and soul in his service as Treasurer, overseeing an operation that entails managing around \$1 million annually; and Agnes Soos, who volunteers faithfully in the office on Wednesdays, and who has especially helped in our efforts to line up those who serve in our liturgies.

And what of the aspects harder to quantify? I think of the welcome so many of you gave regularly to the newcomer or the visitor. I think of you who stepped up to teach Sunday School or sing in the choir, or serve on the newly-revamped Finance Committee, or on the Trustees of the Funds. I am picturing those who came to water new plants during hot, dry periods, or who met with contractors to make sure a task was done. I call to mind the dedicated and comprehensive work of our Buildings and Grounds Committee, as they oversaw an outside study of the condition of all of our facilities. Our thriving Seniors' ministry kept a challenging schedule, while others reached out to care for those who were ill or facing other challenges. Still others planned fellowship events to bring us all together.

This part of Christ's Body continues to recover from the pandemic, and we are now in a fresh, new season, where we need each part of the Body to claim its unique ministry and witness, working together for the good of the whole. That may mean taking up particular tasks in some cases, but in all cases it means praying for our ministry together, showing up faithfully and regularly, inviting others, and giving from all of the resources we have been given. I have seen how God blesses those efforts, and I believe more blessings will follow. I also believe all of these ministries named above, and so many more, contribute to God's hopes for our world.

God bless you all,

The Rev. J. Randolph Alexander, Jr.  
Rector

## Associate Rector's Report

We are in the midst of a 'deep freeze' as I write this; snow is piled up outside, salt encrusts sidewalks, cars and streets, and being outside is just not that appealing. All of this makes now the perfect time to settle down inside and reflect on the past year here at Immanuel.

As with all years at Immanuel, it was busy. Senior Ministry kept a robust schedule of three activities a month – two lunches, and a field trip to somewhere interesting, which included transportation. We had a great year. We heard from wise people, drank wine while sitting outside in the sun at a winery, visited museums, and walked about with bald eagles, beavers, herons, and zoo animals. Also, evensong at the cathedral and an aviary. A full account of Senior Ministry can be found in Karen Besser's report, as it is her energy, creativity and sense of fun that drive the senior ministry. I simply have the honor of encouraging, attending, and praying for this powerful ministry.

Our Pastoral Care committee continued to offer prayer and emotional, social, and spiritual support to our Immanuel families. We visited people in the hospital, in assisted living, and in their homes, often taking Communion to them. We also organized or coordinated rides or meals for people. This is a loving, compassionate, quiet ministry. We pray, we write, we call, we visit, we listen.

The Altar Guild continued its vital and quiet work in 2023. We changed linens, we bought wine and wafers, candles, brass, and oil. We set up for services, washed and ironed linens, changed frontals, bought wine, tasted wine, set up the books on the Altar for readers and clergy and dug about in drawers and closets looking for random items like water pitchers and ashes. We polished brass and silver. We got to church early to set up and stayed late to clean up. This may sound a bit tedious, maybe even complicated, and difficult, but we love our ministry; we love that it can be contemplative, prayerful, companionable, unnoticed, and a joy, all at once. Come join us.

In Summer 2023, I had the honor and pleasure of being a solo clergy for the better part of August, and though it was a bit more work, it was also a delight to have you all to myself. Then, this last fall, Reggie and Sarah joined the team to help ensure that Immanuel continues to flourish.

I preached, celebrated, taught, learned, prayed, worried, washed and ironed linens, listened, blessed, visited and wrote essays. I ate a lot of lunches out and drank a lot of coffee. I zoomed and attended meetings. I told stories. It was a year of blessings and, most especially joy, for me. I am humbled by your love and support.

The Rev. Susan Parsons+  
Associate Rector



## Assistant Rector's Report

The past five months serving as your Assistant Rector and Director of Children, Youth, and Family Ministries have been wonderful! My time with you began with my ordination to the priesthood on September 9th and celebrating the Eucharist for the first time on Homecoming Sunday! Such a wonderful way to begin—and to see the love and joy shared when we gather as a parish. The rest of September was filled with much dreaming and planning for our children, youth, and family ministries.

In October, our CFY ministries participated in the ALIVE Walk-a-thon. They also joined in helping unload two shipments of pumpkins for our pumpkin patch, and our EYC aged youth combined with our regional churches on a Ghost Tour of Alexandria and participated in an All Hallows' Eve service at the Christ Church Cemetery. So memorable!

November began with a trip to Fredericksburg for our Diocesan Annual Convention. And two teachers, Lindsay McGahuey-Yates and Martha Shimkin, offered their time and talents to ensure our 5 – 11 year-olds had enriching faith formation as they began offering Sunday School during our formation hour. Our EYC has continued to meet for breakfast once a month—and many gathered at our intergenerational Friendsgiving Potluck for great food and fellowship!

December was packed with anticipation as we looked forward to celebrating Christmas together. We gathered as a parish again for our annual Advent wreath making event, we began offering Busy Bags for the youngest who worship among us, and our CYF ministries secured plans for an Epiphany Pageant! (you will have to wait until next year's annual meeting for a report on how great it was!)

I have had the honor of visiting with long-time parishioners, sharing meals with and preparing a presentation for our senior ministries, offering a Blue Christmas Liturgy, and singing in the choir for Advent Lessons and Carols! I am learning so much from my wonderful colleagues and have been blessed by meeting and serving God alongside each and every one of you! I look forward to connecting with you all more deeply in 2024! Thank you all for such a warm welcome!

With love and gratitude,

The Rev. Sarah Spurlock Biggs  
Assistant Rector



## Annual Report from the Music Ministry

Again, the choir gives thanks to God for the gift of music sung in His praise and the talent and dedication of its members.

We continue to explore new, interesting and spiritually important anthems for the Sundays from September through May and are thankful for the spiritual and financial support of the clergy, vestry and congregation and the immense spiritual rewards it brings. The gifted section leaders provide a strong core with their vocal gifts and a spirit of community within the choir. I am grateful for the great music available to us from the legendary composers and those who continue to explore their gifts in more contemporary music. A wide variety of anthems in both style and spirit is so important and the willingness of the choir to tackle challenging music is a great gift to us all.

I am honored to serve as your music director and remain deeply grateful for the warm spirit and appreciation of the congregation.

To God be the glory,

*Jane*

Dr. Jane Tavernier, Director of Music

### CHOIR MEMBERS

Felicity Amos \*  
Gerry Anderson  
Terry Arnold  
Karen Besser  
Jamie Conrad  
Angelika Farren\*  
Denise Freeland \*\*  
Allan Gervacio\*  
Rick Glassco  
Sarah Glassco  
Doug John  
Dorothy Kellogg  
Roz Kerns  
Ken Mason  
Mia Mason  
Sudie McGahuey  
Daryl Ott\*  
Joan Raybold  
Emily Riley\*  
Mary Ann Ring  
Brooke Roberts  
Paul Smyth  
David Temoshok

\*Section Leader, \*\* Assistant Conductor

The choir and I want to thank everyone who gave so generously in support of the special music for Easter and Christmas. It added so much and we are very grateful.

## Senior Warden's Report



*“To everything there is a season,  
and a time to every purpose under  
heaven”*. Ecclesiastes 3

This is my favorite Biblical text (and Birds' song), which I've had read at almost every major milestone of my life including my grandparents' funerals, my wedding, my children's baptisms, and my confirmation into the Episcopal faith. For me it epitomizes why we are here and for whom we do our activities. Leaving Vestry after three years is bittersweet. I joined three years ago because I felt a calling to serve, and I wanted my family to develop deeper connections across the church. I felt there was a need that I could help mitigate; this was the season in my life under heaven to help. Boy was I right, but how much more did my family gain....

The parish has accomplished a lot these last few years:

- Making it through COVID with a thriving youth population.
- Having three of the most successful pumpkin patch sales in its history.
- Standardizing and modernizing our IT infrastructure.
- Creating checks and balances for our finances, purchases, IT, grounds, etc. to insure the long-term health of the congregation.
- A robust Forum Hour schedule this year with 17 presentations, at participation levels we haven't seen since before COVID!
- Completing an audit of our buildings and grounds and creating a maintenance schedule that will help our facilities run smoothly for another 100 years.

I'm proud to say that I and my family have been able to contribute in these successes. But what I didn't expect was that we would be given so much more than what we gave. You opened your hearts, not just to me, but to two little boys who don't remember a time where they didn't belong to Immanuel.

Instead of scolding a hyper little boy who desperately wanted to sell cupcakes at the pumpkin patch but could not stand still, you listened to him through his hyper stutter, teaching him how to manage the food booth. At the end of the three years, in 2023, he volunteered 40 hours because he just loved to help and loved the adults who were so kind to him.

For my eldest, who wanted to participate in services, but didn't know how to start, you taught him how to be an Altar boy, the meaning behind the candles and why we treat the bread and wine with such care. For that I

will forever be grateful.

For me, well I've learned to better accept help, support, and gratitude. This community is special, as we practice what we preach, each working in our own ways to improve and sustain the church long into the future.

I hope you read the reports submitted here, and that you will join me in gratitude and love for this community. I thank those who have served this year in all capacities of the church, and who I now feel blessed to call friends. Our church community is on strong footings because of all the volunteer hours, money, and love you have provided.

“Wherefore I perceive that there is nothing better, than that a man should rejoice in his own works; for that is his portion.” As we begin this new year of new beginnings, let us take a moment to reflect and rejoice in what we have done to protect, grow, and sustain this community that we all love. It's well earned and well deserved.

Respectfully submitted,

Kristi Kubista-Hovis

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## Note from the Junior Warden of Administration

This first year on vestry has been enriching and rewarding. As the Junior Warden for Administration I have been fortunate to work in a supporting role with the other Vestry members on the various committees and ministries that comprise Immanuel Church-on-the-Hill. Working across these committees and particularly interacting with the search committee as we brought on our Assistant Rector, Mother Sarah, has given me a better understanding of the needs and concerns of our Immanuel church community.

With a mind toward administration, this year we reestablished the Personnel Committee and laid the groundwork for standing up an IT committee over the next few months. The personnel committee will be focused on the staffing needs of the parish. Our first action after reforming was to approve the annual staff bonuses, which were well deserved! The IT committee will serve as the lead for establishing policies, standards and guidance to help manage our growing IT infrastructure and make the best use of our digital resources.

Many thanks to all the Vestry members and parishioners who have warmly supported me during this first year of Vestry service.

Respectfully submitted,

Peter Kent

## Senior Adult Ministry and Fellowship Report

Our Senior Adult program is designed to provide a regular schedule of activities for parishioners 60 years of age and older that will foster strong bonds of friendship and community whilst we are enriching our faith, enjoying local venues both familiar and new, and challenging us to learn new information and engage with ever-changing technology. We have two luncheons per month, one at Goodwin House-Alexandria and one in the parish hall at Zabriskie, and we have one activity per month, often involving trips off-campus. Our activities are designed to be accessible and no or low-cost, and usually involve eating together!

This year's many activities included a guided tour of the fabulous paintings of 18th C. Udaipur, India, learning about the suffragettes incarcerated in Lorton Prison, meeting a robot and watching a 3D printer in action, encountering birds at the Zoo's new bird house and on the Neabsco Creek boardwalk, learning about (and tasting) the finer points of tea and how to listen to the Rachmaninoff Vespers, and attending Evensong amidst the exquisite stained-glass colors of the Washington National Cathedral. We talked about what makes us resilient, how to be a dementia-friendly community, shared our favorite games and puzzles, and so much more.

104 seniors (or “senior-adjacents”) have participated in Senior Adult Ministry and Fellowship events this year, with 80% of people attending multiple events. If you did not attend a Senior event during 2023, consider yourself invited to join us during 2024. Plans include visits to both the newly reopened Smithsonian Air and Space Museum and the National Museum of Women in the Arts, an encounter with digital and experiential art at Artechouse (with grandkids invited!), the Senator John Warner Maritime Heritage Center, and (revisiting an old favorite) the Bladensburg Waterfront Park (hopefully with a pontoon boat ride). And closer to home, an ice cream social with hymn sing, and creating a dried flower window ornament for spring. Check the Immanuel website by clicking on the Senior Ministry button at the home page for regular information. And always feel free to invite a friend or neighbor.

Karen Besser

Co-chair





# Buildings and Grounds Report for 2023

Our committee has had a busy and productive year. We have completed both “known and unknown” projects. We continue to rely on Cherry Blossom Landscaping, Gorilla Tree Service, and Tru Green to help maintain our 4.7 -acre site. In addition, dedicated parishioners have held several garden and site workdays throughout the year. Tom Kerns serves as chair and other members include Sarah Glassco, Amy Thomas, John Bednar, Doug Henry, Doug Onley, Brian Rush, and Kevin Kirby. Our Junior Warden, Gerry Anderson, has provided excellent support and is our liaison to the Vestry. We meet the first Monday of every month.

## COMPLETED PROJECTS IN 2023

**Rectory:** Replace HVAC unit and the dishwasher, provide concrete patio, paint interior, add battery backup to sump pump.

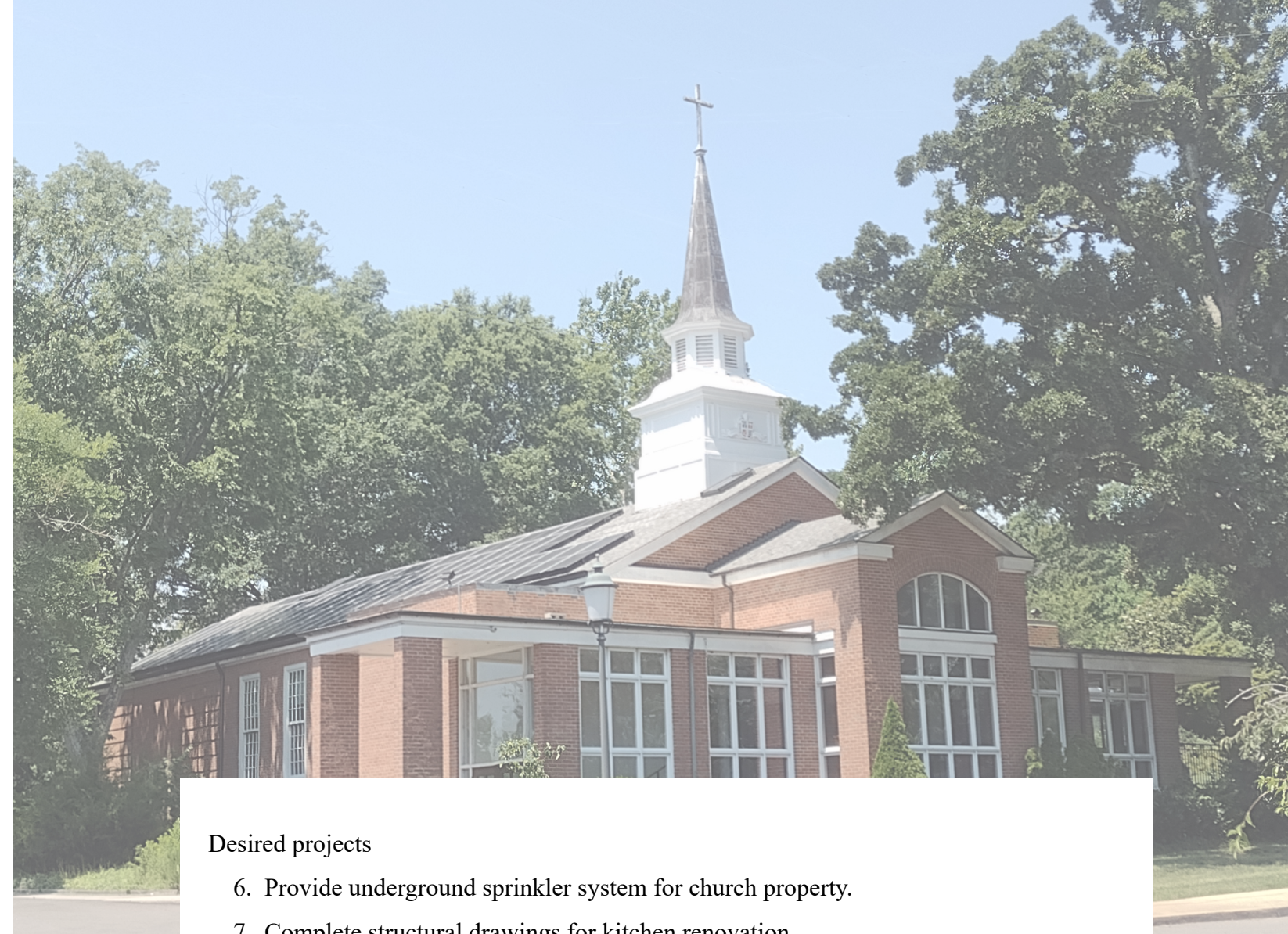
1. Replace controls on HVAC system.
2. Install security cameras.
3. Install glides on parish hall chairs.
4. Solve presence of mice and yellow jackets.
5. Replace lighting in Chapel ceiling.
6. Install gifted teak benches in Memorial Garden.
7. Continue to work on drawings for kitchen renovation and storage project.
8. Analyze appropriate coverage for property insurance.
9. Execute 10 year lease with Valley Drive Preschool.
10. Help coordinate analysis of buildings with Smart Church Solutions.
11. Installed new sump pump at Fairchild Room
12. Repaired roof at the steeple.

## 2024 UPCOMING PROJECTS

The recently completed “Facility Condition Assessment” report provides an excellent roadmap for future maintenance projects and their inherent costs into the future. We have included several projects identified as needing immediate attention to be completed in the coming year.

Per report needing immediate attention:

1. Repair drywall cracks in the Narthex and balcony ceiling and repaint surfaces.
2. Repair brick landing at the western porch and caulk sidewalk.
3. Replace one of three HVAC units.
4. Enlarge scupper and downspout at western porch.
5. Renovate sexton’s closet.



### Desired projects

6. Provide underground sprinkler system for church property.
7. Complete structural drawings for kitchen renovation.
8. Retain arborist for assessment of trees.

We anticipate that the costs of these projects are within the funds allocated in this year’s budget plus significant and generous gifts by parishioners for the sprinkler system.

### FINAL THOUGHT:

We expect a continued high level of activity in 2024. If you want to be involved, please contact me or any member of the Vestry. We would love to have you join us in this rewarding work.

Respectfully submitted,

*Tom*

Tom Kerns

Chair, Buildings and Grounds Committee

## Adult Formation & Discipleship Report

*The Office of Christian Formation in the Diocese of Virginia nurtures the faith formation of individuals from all generations by sharing knowledge, equipping leaders, and making space for encountering Jesus.*

### SATURDAY BREAKFAST BIBLE STUDY

On the third Saturday morning of every month at 8:00 a.m., a stalwart band gathers on Zoom to do theological reflection on a short section of scripture based on a theme. For the coming year, the theme is Anxiety. We will explore how scripture addresses OUR anxiety with God's promises, actions, and expectations. Our selections over the year cover both the Old and the New Testaments. We hold each other in prayer to close each session. Come join us. Bring your own coffee, tea, or breakfast! For more information, contact Chrissie Crosby at [cmcfaddencrosby@gmail.com](mailto:cmcfaddencrosby@gmail.com).

### BENEDICTINE COMMUNITY

The Benedictine community meets first and third Tuesdays September through June via Zoom from 7:00 to 8:00 p.m. The group studies the application of contemplative Benedictine spirituality and how Benedictine values of hospitality, silence, and humility can guide us in today's world; the community welcomes new participants. Contact the church office.

### SPIRITUAL RETREATS

The Spiritual Retreat Committee with members Amy Thomas, Becky McCann, Katherine Maas, Mark Fearer, and Mary Ann Rehnke held virtual meetings this spring and summer to develop a survey about the spiritual programs preferred by Immanuel parishioners. They analyzed the results and placed a report on the church website at <https://www.immanuel-on-the-hill.org/report-on-retreat-survey.html>.

An Advent Retreat was held at Holy Cross Abbey December 8-10 with the theme An Advent Retreat with Thomas Merton led by the Rev. Dr. Ruthanna Hooke, Immanuel priest associate and Virginia Theological Seminary faculty member. Thirteen participants registered for the retreat with two parishioners attending from other Episcopal parishes. Tentative plans for 2024 include a half day spiritual program offered in Alexandria so no travel would be needed and a weekend retreat. For more information, contact Mary Ann Rehnke at [mfrb2695@gmail.com](mailto:mfrb2695@gmail.com).

### FORUM HOURS

On 17 Sunday mornings, interested parishioners gathered in person to learn ministry updates, social justice initiatives, creation care opportunities, Lenten series and theological concepts on the stewardship theme Rooted and Grounded in Love and Community. Average attendance for in-person and YouTube viewing combined was 49 people per Forum Hour, which take place after the 9:00 a.m. Eucharist in the Parish Hall or after 10:30 a.m. Eucharist, in the Welcome Center. All are welcome to attend. If there is a topic you'd like presented, or you feel called to speak, please contact our Clergy or Vestry to start the process.

Respectfully submitted,

*Amy*

Amy Thomas

Vestry Steward for Adult Formation and Discipleship

## Communications Report

he communication function at Immanuel-Church-on-the-Hill is vital to parish life. I am stating the obvious but also want to emphasize that without consistently strong communication channels, we would not be a community united in our intent to worship God and to help those in need.

Calendar year 2023 was the first year I served on the Immanuel vestry. As the steward for Communication, I have learned a great deal about how Immanuel communicates both internally and externally but will say that it has been more a year of education for me rather than one where I have taken part in initiatives to move them forward. Here is to great intentions for 2024!

In my year of observing, I have ascertained that communication happens successfully at Immanuel thanks to the dedicated efforts of the clergy, staff, and that of many parishioners. Following are just some of the examples of how we, as a parish are sharing topics like good news, sad news, deep thoughts, event details, Pumpkin Patch advertisements, service schedules, and very importantly, the Gospel. The list of course goes on and there are so many people/communication leaders to thank that I will certainly (but inadvertently) leave some folks out. With that said, I have compiled a limited table of some of the ways we are getting the good word out. THANK YOU to our communication leaders for all that you do!

Immanuel's periodicals serve both internal and external communications purposes. Faithfully produced every week of the year by **Aleta Powell** was Immanuel's oldest and most basic publication, the "Announcements and Parish Notes" section of the Sunday bulletin, which is not only available in print for churchgoers, but also is posted to Immanuel's website for anyone to see. Our "This Week at Immanuel" newsletter continued to be emailed each and every week to parishioners and other subscribers, previewing Sunday services and Forum Hours, advertising upcoming events, and announcing news of interest to the parish.

Two periodicals have seen changes this year. The spirit-lifting meditation *Simple Gifts*, authored by clergy and lay contributors and overseen by **Dani Kauffman**, moved during the summer of 2022 from a weekly to a monthly publication but continues a robust readership.

A more profound change was made to Immanuel's magazine *Almond Tree*, which will be phased out following its final issue. The reality of time constraints made it impossible to continue publishing a magazine of its size and scope. It is being replaced with the new *Newsletter On-the-Hill*, a more streamlined calendar-driven monthly periodical that still features a Vestry/clergy perspective and a ministry highlight. It is hoped this new monthly periodical can be the reliable, useful, and sustainable publication that Immanuelites have requested.

It is crucial for Immanuel's communications to stay nimble and relevant – and input from the parish is what keeps us on track. Please consider this invitation and encouragement to share any comments, concerns, ideas, or suggestions for improving Immanuel's communications.

Since this report began with a question, here's a final one to conclude: How can Immanuel Communications better serve you?

Respectfully submitted,

*Taylor*

Taylor Houck

Vestry Steward for Communications

## Immanuel's 2024 Every Member Pledge Campaign

### *God's Gifts Allow Us to Give!*

Blessings for Your Thoughtful Commitment to Immanuel!

Greetings and our committee's heartfelt thanks to all parishioners for their record giving during our 2023 Every Member Pledge Campaign. This amazing response to God's call will lift up the Church and specifically Immanuel's ministry in Alexandria, Virginia and throughout the world. Your tremendous outpouring is a testimony to God's gifts to all of us and to the generosity that flows from faith.

As of Monday, January 22, 2024, Immanuel's Ever member Pledge Campaign results are:

- 147 pledges received
- \$656,712 in pledged amounts
- 29 pledges are new or from those who did not pledge in 2023

These numbers currently exceed last year's totals and all prior years. We are approximately 95% of the way to meeting our financial goal for 2024 and we have the prospect of hearing from several other members. Based upon prior year patterns of giving and additional pledges received after the end of the campaign the Treasurer believes we should make our goal for 2024!

If you haven't yet pledged, we would greatly welcome and encourage your support for Immanuel and its many ministries, and in thanksgiving for the many blessings and gifts God has given to this parish and its members.

*"Like good stewards of the manifold grace of God,  
serve one another with whatever gift each of you has received"  
(1 Peter 4:10).*

In 2023, many of you offered parishioners' Stewardship Minute Testimonials on Sundays November 5, 12, and 19, following the exchange of the Peace.

The Committee would like to thank these parishioners for their thoughtful testimonials:

- Shawn Whitman
- Hillary Shostal
- Hartley Hobson (as read by Karen Besser)
- Darrell Wilson

Their willingness to put into words the gifts they have received from God and their very personal testimony that gives meaning into why we give as Christians is the human centerpiece for all we do in God's Church.

#### The 2024 Stewardship Committee

It is vitally important to thank the entire committee for their hard work during the last five months. These are the creative people who crafted our theme "*God's Gifts Allow Us to Give*," and who worked with our outstanding graphics collaborator. This art work and theme accompanied our announcements and the mailed outreach to every member.



This year's committee consisted of:

- Danette (Dani) Gentile Kauffman
- Taylor Houck
- Kerry Kelly Wade
- Tom Brown
- Darrell Wilson, *chair*
- Randy Alexander, *Rector*
- Tom Hewson, *Treasurer*

I want to thank them all from the bottom of my heart, as chair of the Committee, for their time, treasure, amazing sense of humor, and all-around brilliance. This was one of the most capable and fun efforts to be a part of and our parish is so blessed to have such tremendously talented people. These volunteers made all the meetings, spent numerous hours doing outreach and coordination. It is their tremendous efforts and talents that made this year's campaign so successful.

Additionally, the success of this year's Campaign is due to the many individuals who communicate, transcribe, organize, and support our work. Special thanks and gratitude go out to:

- Tom Hewson, Treasurer
- Aleta Powell, Parish Administrator
- Brooke Roberts and Taylor Houck, Communications and Website Steward and Volunteer

#### Outreach to Parishioners

Stewardship Committee members gathered virtually Sunday January 13, 2024, to contact approximately 30 families and individuals who had pledged in recent years. Five callers made contacts, sent emails, provided information on how to pledge, and reported back on their efforts and made follow up outreach. Approximately 50 percent of the outreach has led to pledges.

On behalf of the entire Committee, thank you, Immanuel, for your witness to God through this year's campaign and your steadfast giving to the mission of Immanuel Church-on-the-Hill. These gifts will allow many more gifts in the future through faith.

With thanksgiving for all that God has done, will do, and is doing, in this place,

*Darrell*

Darrell Wilson  
Stewardship Committee Chair

Anonymous (8)  
 Charles and Dodo Ablard  
 The Reverends Randy and Patty Alexander  
 Gerald and Eve Anderson  
 Elizabeth Arnold  
 Brad and Melinda Ashton  
 David Atwood and Nancy Reuschel  
 Sanjiv and Sujatha Augustine  
 Caroline Bergmark and Francine Wargo  
 Karen Besser  
 Biache Family  
 The Rev. Sarah Spurlock Biggs  
 Nancy Bishop  
 Stephen and Laylani Brown  
 Sue Brown  
 Tom and Sally Guy Brown Jr.  
 Dennis and Julie Bruns  
 "Governor" and Maria Burke  
 Gary and Mary Ashton Campbell  
 Hugh and Jan Campbell  
 Cynthia Caples  
 Lief and Ana Christoffersen  
 Anthony Christino III and Adrienne Goins  
 Leif Christoffersen  
 Jim and Lisa Clausen  
 Chip and Sarah Coakley  
 Adam and Laura Cohn  
 James and Kathy Conrad  
 Janice Corbett  
 Wilton Corkern  
 Carol Crossmire  
 Thomas and Carrie Cuddy  
 Elaine Davies  
 Bette Davis  
 Gary and Mei Lung De Vight  
 Linda Donahue  
 Natalie Doyle-Hennin  
 William Harvey and Mave Milligan  
 Jeremy and Erika Enright  
 Mark Fearer  
 Sara Fein  
 Carolyn R Ferguson  
 Jane Flinn  
 Aggie Fortune  
 Lisa Frye  
 Francois and Lynn Gas  
 Kenneth Gerhart  
 Rick and Sarah Glassco

Nicholas And Jennifer Greiner  
 Matthew and Kathryn Haskin  
 Reggie, Ebonye & Stanley Davis-Hayes  
 Suzanne and Scott Heckenberg  
 Doug Henry  
 Tom and Deborah Hewson  
 Kay Hobson  
 Jim Hobson  
 The Rev. Dr. Ruthanna Hooke and Judy Adkins  
 Taylor Houck  
 Thomas Hussey  
 David and Marianne Ingold  
 Doug and Wendy John  
 David and Wendy-Lane John  
 Gordon and Frances Johnson  
 Rob Johnson and Rupal Pujara  
 Danette "Dani" Gentile Kauffman  
 Dorothy Kellogg  
 Peter and Sandra Kent  
 Susan Kernan  
 Tom and Roz Kerns  
 Kevin and Eileen Kirby  
 Barbara Kirkland  
 Scott and Kristi Kubista-Hovis  
 Jim and Connie Kurz  
 David and Mollie Lambert  
 Canice Levin  
 Mary Lindahl  
 Kathy Lloyd  
 Len and Sue Lynch  
 Katherine Maas  
 The Rev Jan Maas  
 Jessi Ruth MacLeod  
 Ann MacNamara  
 Martha Manson  
 Mia and Ken Mason  
 Scott and Becky McCann  
 Chandley McDonald  
 Ken McDonald  
 Mike and Sudie McGahuey  
 Bryant and Madeleine Mitchell  
 Cynthia Morton  
 The Rev. Jo-Ann R Murphy  
 Keith and Courtney Nahigian  
 Renee O'Brien  
 Faith Olson  
 The Onleys

Chris and Diana Page  
 The Rev Susan Parsons  
 Betty Perkins  
 Everett and Susan Post Jr.  
 Candace Quinlan  
 Marcus Rarick  
 Eric and Jennifer Reading  
 Mary Ann Rehnke  
 Stefanie Reponen  
 The Rev. Dr. Anne Gavin Ritchie  
 Brooke Roberts  
 Tony and Patsy Rogers  
 Mary Jane Ruhl  
 The Rush Family  
 Stephanie Scharnweber  
 Linda Serabian and Peter Maratta  
 Bert Shelters  
 Pierre and Hilary Shostal  
 Dodd and Phyllis Sims  
 Stewart and Teresa Skubel  
 Gabriella Young-Smith  
 Isabelle Young-Smith  
 Paul Smyth and Denise Freeland  
 James and Laura Snow  
 Dagobert and Lissa Soergel  
 Agnes Soos  
 Catherine Stanish  
 Richard and Norma Taliaferro  
 Jane Tavernier  
 Amy Thomas  
 Gretchen Thompson  
 John and Beth Trerotola  
 Patrick Tribe and Marda Robillard  
 Chris von Schoening  
 Frank Wade  
 Kerry Kelly Wade  
 Diana Walker  
 Mary R. Warner  
 Kevin and Hartley Hobson Wensing  
 Shawn and Kristin Whitman  
 Pamela Willard  
 Darrell and Leah Wilson  
 Marilynn Wilson  
 Jim and Nancy Wise  
 Teddy and Lindsay McGahuey-Yates  
 Brian Young and Katherine Smith  
 Teddy and Lindsay Yates

## 2023 PLANNED GIVING REPORT

# Zabriskie Society

### GIVING THANKS FOR THOSE WHO PLAN FOR IMMANUEL'S STRONG FUTURE

We thank all parishioners – living and those who have gone before us – who have provided for Immanuel or one of its trust funds with a gift through their will, insurance policy, financial account, or other planned gift.

There is no minimum gift amount necessary to designate a future gift to Immanuel and become a member of the Zabriskie Society. A final, thoughtful gift from individuals to Immanuel have ranged from several hundred dollars to thousands of dollars and all amounts in between.

**The amount of the gift is not what matters. It is your devotion to Immanuel's strong financial future that is priceless. Your future gift and its value over time can help secure a meaningful experience at Immanuel for the generations that come after us.**

### Zabriskie Society's Fine History

It was 64 years ago that Immanuel received its first endowment gift from Rosalie Taylor to establish Immanuel's legacy gift program. Almost 50 years after that, we were blessed by Eugenie Bradford's thoughtful and generous gift in 2013 to establish Immanuel's Memorial Garden Endowment Trust.

Over time, we have been blessed to have 113 Zabriskie Society members in all who have demonstrated their commitment to include a final, legacy gift to Immanuel. This year, three of our Zabriskie Society members have been commended into the blessed rest of everlasting peace, and into the glorious company of the saints in light: Louisa Smucker, Margaret Stockton, and Roberta Shaw Thomas.

Immanuel is graced by having 63 living members of the Zabriskie Society. These individuals express their confidence in and commitment to Immanuel by making plans during their lifetime for a future, legacy gift.

### Planned Giving Committee

We are thankful for the dedication and commitment of the Planned Giving committee:

Tom Brown  
 Tom Hewson  
 Doug John  
 Danette (Dani) Gentile Kauffman, *chair*  
 The Rev. J. Randolph Alexander, Jr.

*This information reflects pledges received as of January 25, 2024. Please report any discrepancies to [thewson@icoh.net](mailto:thewson@icoh.net).*

## Planned Giving Work in 2023

- Produced the educational brochure for the parish, Your Generosity Lives On – Planned Giving at Immanuel. Please pick up a copy today during our Annual Meeting to learn how you can plan a gift to Immanuel through an insurance policy, will, financial account, or estate plan, as well as the ways that donors can provide for family members while remembering their parish home.
- Longtime and trusted parishioners Tom Brown and Doug John have been reaching out individually to parishioners with information and encouragement to support Immanuel with a planned gift.
- Zabriskie Society members were treated to a “Make-Your-Own Strawberry Shortcake” reception and thank you celebration to honor and thank our Zabriskie Society members. All guests received a strawberry-themed party favor as both a gift and a thank you remembrance for their commitment to Immanuel’s strong future.
- Again this year, Zabriskie Society members received a specially designed and personalized, printed Christmas card that expressed deep gratitude for Zabriskie Society members’ dedication, commitment, and thoughtful support to sustain Immanuel Church-on-the-Hill for a vibrant future.
- All costs associated with these communications and events were provided anonymously by one or two parishioners and not from church funds.

# Zabriskie Society

**WE GIVE THANKS for members of the Zabriskie Society of Immanuel Church-on-the-Hill who have demonstrated their commitment to Immanuel’s strong future through a future, planned gift.**

Brad and Melinda Ashton	Suzanne Lamb
<i>Dick and Danie Barrows</i>	Ken and Chandley McDonald
<i>Alice and Andrew Biache, Jr.</i>	<i>John and Ruth McQuesten</i>
<i>Eugenie Bradford †</i>	Martha Manson
Tom and Sally Guy Brown	<i>Fred and Margaret Moring</i>
<i>Patrick Callaway</i>	<i>Virginia Morse</i>
Hugh and Jan Campbell	Bruce and Cynthia Morton
Jamie and Kathy Conrad	<i>Martha Osborne</i>
Wilton and <i>Mary Bruce Corkern</i>	<i>Helen Paulson</i>
<i>George and Barbara Currie</i>	Janet and Michael Pawlukiewicz
<i>Harold Daveler</i>	<i>Gordon Peyton Jr.</i>
Elaine F. Davies	<i>David A. Pichette</i>
Natalie Doyle-Hennin	<i>Beth Pruet</i>
<i>Effie Dunstan</i>	Marcus Rarick
Elizabeth Eckert	Mary Ann Rehnke
Waide Egener and Mary Ann Sutherland	Stefanie Reponen
Sam and Paul Faeth	Rollin Anthony and Patricia Dane Rogers
Mark Fearer	<i>Julian Saunders</i>
<i>Margaret Fogarty</i>	Geoff and Barbara Scheffer
<i>James and Catherine Fort</i>	Catherine Sinclair
Denise Freeland and Paul Smyth	<i>Phil and Barbara Smith</i>
<i>William and Lisa Frye</i>	John and <i>Louisa Smucker</i>
<i>Allison Gibson</i>	James and Laura Snow
Susan Gilbertson	Agnes L. Soos
<i>Rebecca Graham</i>	<i>George Steuart</i>
<i>Jean Haberland</i>	Carlton and <i>Margaret Stockton</i>
<i>Margaret (Peggy) Harris</i>	Richard and Norma Taliaferro
Douglas D. Henry	Jane Tavernier
Tom and Debbie Hewson	<i>Rosalie Taylor §</i>
<i>Richard and Kathleen Hobson</i>	David Temoshok
<i>Ethel Hoffman</i>	<i>Jane Temoshok</i>
<i>Carolyn Huebner</i>	<i>Henry Alexander and Roberta Shaw Thomas</i>
Sue Hurn	<i>Richard Thomsen</i>
Doug and Wendy John	John von Senden and Kyrah Drasheff
Ginny Johnstone	Kerry Kelly Wade
Danette (Dani) Gentile Kauffman	The Rev. Steven and Molly Wade
<i>Dan and Nancy Kelly</i>	<i>Charlotte Walkup</i>
Tom and Roz Kerns	<i>Carrington and Doreen Williams</i>
<i>Felicia Klatt</i>	Alma Yopp
	<i>Phyllis G. Young</i>

*Italics identify deceased members of the Zabriskie Society*

January 21, 2024

*†Eugenie Bradford’s gift established Immanuel’s Memorial Garden Endowment Trust*

*§ Rosalie Taylor’s gift established Immanuel’s Endowment Trust*

## Worship



In 2023, worship at Immanuel Church-on-the-Hill has continued to evolve as we look for ways to best serve our parishioners and our community. The 8 AM service at Zabriskie is well established, with a dedicated group of parishioners. Likewise, the 10:30 service at Immanuel chapel has been consistently held since returning to in-person worship, with slowly, but steadily, increasing attendance throughout the year. In the fall we experimented with adding a third Sunday service at 9 AM in Zabriskie, followed by Sunday School at 10 AM. A return to a three-service schedule meant shifting schedules for our three priests, our music director and choir, our worship volunteers, and our tech support - however, the experiment was overall well-received and did result in a modest increase in overall Sunday attendance. Immanuel Church-on-the-Hill is blessed with two wonderful sites in which to worship and we will continue to discuss how best to schedule services. Feedback and suggestions are always welcome.

Additionally, we continued to offer a Wednesday service, which was moved from the evening to mid-day toward the end of the year, as well as a Friday evening compline service via Zoom.

Our choir continues to provide amazing music under the direction of Dr. Jane Tavernier. A special thanks to the choir and Dr. Tavernier for providing music at both the 9 and 10:30 services in the fall! Additional choir members are always welcome.

Our audio-visual ministry enables us all to hear all our various speakers and music properly; it is a vital ministry that is quickly forgotten except for when things go wrong, which fortunately is quite rare.

Immanuel chapel is a beautiful worship space, but very acoustically challenging. Thanks to all the work that has gone into enhancing the ability to hear the speakers clearly (insider tip: if you still have trouble hearing the speakers, move over to the far-right side, nearest the pulpit, as the sound tends to be much clearer on that side). Our 10:30 AM Sunday morning service continues to be broadcast via YouTube (subscribe to @ImmanuelChurchontheHill) with a robust number of views for each service. Additional volunteers to help with this ministry are welcome – it's not nearly as daunting as it may look.

Our flower guild makes beautiful flower arrangements year-round, enhancing the look, and even the smell, of our worship space. In addition to the arrangements in both of our worship spaces on Sunday mornings, they also provide flowers for any additional services throughout the year, such as funerals.

Thanks to all who participate in the various lay ministries. It takes many volunteers to make our services run smoothly and it is very helpful to the clergy to have lay members signed up in advance of a service. Unfortunately, many roles have been unfilled over the past year. We are fortunate to have a full clergy along with seminarians, priests associate, and a postulant intern who have been willing and able to fill in the gaps; however, we really want to have additional parishioners fill more of the roles. We are happy to provide training to anyone interested. The Lay Ministry Signup Genius can be accessed from the home page of our website: [www.immanuel-on-the-hill.org](http://www.immanuel-on-the-hill.org). For those who prefer not to use the computer, please talk to me or one of our clergy and we will be happy to sign you up. The various ministries are as follows:

- Acolytes – Carry the cross, candles, and the communion elements back and forth to the Altar. Aid the clergy as needed during the service. This role is often covered by children and teens, but adults are welcome as well.
- Altar Guild – Responsible for setting the Altar before each service and cleaning up afterwards (following a simple one-page set of instructions). Also responsible for caring for the vestments, communion silver, and Altar linens.
- Chalice bearers – Administer the consecrated wine at the Eucharist.
- Intercessors – Lead the Prayers of the People.
- Lay readers – Read the lessons and lead the psalm.
- Ushers – Welcome people as they arrive, hand out bulletins, provide direction for Communion, and generally help out and answer questions as needed.

On a personal note, I'd like to encourage anyone to try out ministries that perhaps you haven't considered before. A few years back, I agreed to join the Altar Guild because Rosi Urbine asked me to – and I couldn't say to no Rosi. I had never even considered that particular ministry, but it has truly been a blessing to me. I find that setting the Altar in a quiet sanctuary (or one filled only with a practicing choir) to be a prayerful way to prepare for the worship service. And feeding the leftover bread to the birds has been an activity that fills me and my daughter with delight each time. Despite my initial concerns, it turns out that there is a simple one page of instructions to follow. And I also found out that everyone is quite understanding and forgiving if you happen to forget to put out a chalice or even break a glass bowl (as I did on my very first week).

In closing, thank you again to all that contribute to worship at Immanuel. I won't attempt to name all of the contributors, but every single one of you is greatly appreciated.

Respectfully submitted,

*Matt*

Matt Haskin

Vestry Steward for Worship

## Evangelism and Newcomers

Why did you come to Immanuel?

*“Someone invited me.”*

*“The online reviews are good.”*

*“I got a pumpkin here.”*

What made you come back?

*“I was greeted warmly, and people talked to me.”*

*“The sermons are excellent.”*

*“The music is beautiful.”*

Why did you join Immanuel Church-on-the-Hill?

*“The sermons.”*

*“There is growth for me as a (senior / adult formation / youth).”*

*“Outreach is important to me, and I see it is important to Immanuel.”*

*“I appreciate the community and Fellowship activities.”*

### How can you help in welcoming Newcomers?

- Post a review of Immanuel in Yelp and/or Google.
- Wear your nametag.
- Greet people before the service and during the peace.
- Attend services and stay for coffee.
- Update your photo in the Parish Directory.
- Offer help to folks who seem to be struggling to follow the service.
- Invite newcomers to stay for coffee and a snack.
- Talk to people, learn their interests, and introduce them to others.
- Encourage newcomers to request a nametag or fill in an information card.
- Make sure new people know about upcoming special events and Shrine Mont.

### ACTIVITIES BY THE NEWCOMER COMMITTEE:

A special thanks goes out to the Rev. Randy Alexander, the Rev. Sarah Spurlock Biggs, and Charlie Biggs for re-organizing the hundreds of nametags for both Immanuel and Zabriskie Chapels.

We reprinted the pumpkin patch bookmarks that thank customers for supporting the charities. Immanuel’s service times and locations were listed on the back of the bookmark. Brooke Roberts and Janice Corbett did the original design of the bookmarks in 2018.

Immanuel used newspaper ads to list the services for Easter, Advent, and Christmas.

We plan to bring back the Newcomer receptions for new and newish members to learn more about Immanuel.

Look for opportunities to volunteer and help.

Continue to invite neighbors and friends to Immanuel; and warmly greet new faces.

Respectfully submitted,

*Caroline*

Caroline Bergmark

Vestry Steward for Evangelism and Newcomers

## Outreach Steward’s Report

*Let’s not get tired of doing good, because in time, we’ll have a harvest if we don’t give up.*

**Galatians 6:9**

2023 was another wonderful year for the Outreach ministry at Immanuel. I want to thank all of our parishioners who have used their talents and time to serve others, as faithful stewards of God’s grace.

### PUMPKIN PATCH

2023 was the 30<sup>th</sup> year for the annual Patch. Every year, my faith is strengthened by participating with our parish in this wonderful ministry that supports local, national, and international charities. Four 18-wheel semi-trailer trucks delivered a great assortment of pumpkins and gourds including spookies, snowflakes and swans. Donations of baked goods, crafts, soups, and our famous apple crisps contributed to successful sales. I want to give a special thanks to Sandhya Augustine who, for the second year, took the lead organizing the bake goods for the Patch, ensuring that there was plenty of inventory of cookies, cupcakes, brownies, pies etc. to sell as well as providing useful packaging tips to all bakers. I also want to thank our fabulous soup makers; 2023 soup sales were the highest in Patch history.

In 2023, all of us experienced a shift away from the pandemic restrictions and a return to a more daily routine. This resulted in increased competition for the Patch since various groups that were closed the past two years, reopened for pumpkins sales last fall. Our profit from the 2023 Patch is \$80,500. It is less than the past two years but still, a fantastic amount. Disbursement of these funds is overseen by the Outreach Committee coordinated by Jim Snow, Jim Wise, and Julie Bruns. For grants, the Committee reviews all proposals for funding and requires that each has the support and involvement of a parishioner or member of the clergy staff and meets approved guidelines. Listed below are the charities included in the 2024 budget:

### Alexandria Charities:

Alexandria Tutoring Consortium, Alexandria Hospital Board of Lady Managers, ALIVE!, Carpenter’s Shelter, Christ House Meals, Child & Family Network Center, Community Lodgings, Culmore Clinic, Senior Services of Alexandria, West End Lazarus Ministry, Christ Church Refugee Ministry, Grace Episcopal Church Food Pantry, Friends of Guest House.

### Regional and National

Alexandria Seaport Foundation, Move2Learn, Faith Alliance Climate Solutions, Virginia Interfaith Center for Public Policy, Offender Aid and Restoration, Samaritan Ministry of Greater Washington, Bishop John T. Walker School for Boys-Washington

### International

Five Talents, Haiti Micah Project, KRMA-Uganda Women’s Ministry, American Friends of the Diocese of Jerusalem, Stand with Iraqi Christians

The 2024 budget also includes amounts for the Clergy’s discretionary fund, a reserve for unanticipated requests that are made during the year and overhead costs for the Patch.

### CHRISTMAS FAMILIES

Christmas families has evolved into a multi-prolonged program of several activities all serving one purpose: To bring Christ’s transformative and comforting presence into the world, letting God’s people know that somebody cares through giving toys and science kits and books to learn and grow with and blankets to keep warm. For 40 years, this ministry has provided an invaluable service to the Alexandria community by helping families during the Holidays. Referrals are made by Community and Human Services, the Lazarus Ministry (Episcopal Region IV) and New Hope Housing In 2023, Christmas Families provided gifts to 98 families consisting of 118 parents and 224 children. In addition, 300 books were given to Child and Family Network Centers (CFNC), for every one of the 150 CFNC preschool children. An additional 500 copies of Palabras (Spanish/English dictionary) were also donated to CFNC. The special collection for Christmas Families was \$13,300.

### Christmas Families in August

As a parish, we provided backpacks filled with school supplies for 70 children referred by the Alexandria Department for Community and Human Services. Through parishioner's generosity for the special collection, we were able to send three checks for school supplies: \$2,000 to the Micah Project and \$1,000 each to the after-school program of Community Lodgings and to the Department for Community and Human Services

### OTHER OUTREACH ACTIVITIES

The Outreach Report would not be complete without mentioning several other activities supporting Immanuel's commitments to those in need particularly in the Alexandria community.

### Carpenter's Shelter

The awesome "Immanuel Team" of chefs, servers and cleanup crew continue to provide extraordinary service in support of Carpenter's Shelter. On the second Thursday of each month, these volunteers, led by Connie Kurz and Laura Snow, provide a nutritious and delicious meal to the Carpenter's Shelter's residents. During 2023, the Team served 630 people. And hats off to Connie Kurz who added a child friendly appetizer bowl to the menu to encourage the kids to eat fruits and vegetables (it worked). At right is a picture of Connie Kurz and Martha Manson doing prep work.



### Blood Drive

Thanks to the leadership of Katherine Maas, Immanuel sponsored its second blood drive with INOVA Blood Donor Services on November 19<sup>th</sup>, 2023. The result was an unqualified success, producing more than 25 units of blood. According to the latest statistics, approximately 29,000 units of red blood cells are needed every day in the. I am looking forward to another blood drive in fall 2024.

### ALIVE!

In addition to providing financial support, the parish donates food to ALIVE! each January and June. During 2023, Immanuel donated over 1,600 pounds of food, one of the largest food donations made by a member congregation of Alive. Also, with assistance from Scout BSA Troop 131, Immanuel recently participated in ALIVE!'s Furniture Program. Every Saturday, Alive volunteers collect donated furniture and deliver these items to City of Alexandria residents. It is a wonderful program and I encourage people to volunteer.

### Meals on Wheels

Immanuel's ministry with Meals on Wheels (MOW) ministry continues to thrive. The mission of MOW is simple: to deliver wholesome meals to seniors and other homebound folks in Alexandria who are otherwise unable to venture out and shop or are resource limited. Immanuel participates on the third Friday of every month. If you are interested in participating in this program, please contact Doug Henry,

Many thanks to the Immanuel parish for supporting this wonderful ministry. No matter where we are in life, we are truly blessed if we can be a blessing to others.

Faithfully,

*Mollie*

Mollie Lambert

*"For as in one body we have many members, and the members do not all have the same function, so we, though many, are one body in Christ, and individually members one of another. Having gifts that differ according to the grace given to us, let us use them: if prophecy, in proportion to our faith; if service, in our serving; the one who teaches, in his teaching; the one who exhorts, in his exhortation; the one who contributes, in generosity; the one who leads, with zeal; the one who does acts of mercy, with cheerfulness" Romans 12:4-8.*

The 2023 Pastoral Care Committee was chaired by the Rev. Susan Parsons, with Julie Bruns serving as Vestry Steward. Committee members included Mary Ann Rehnke, Cynthia Caples, Sarah Glassco, Jessi MacLeod, Sara Fein, Mark Fearer, Susan Kernan, Rosi Urbine and Lisa Frye. This group provided direct personal contact and spiritual/emotional support to individual parishioners experiencing difficulty, illness, and sometimes a beloved's death.

Pastoral Care Committee kept two prayer lists:

- Parishioners who Requested Prayers and also friends and family of parishioners needing prayers to help them through crisis situations.
- Deaths of Parishioners (including friends and family of Parish Members) the Previous Week - these loved ones were remembered in daily prayers by clergy and PCC members.

Names from both lists were published in the Sunday Immanuel bulletin so that other members of the parish could remember them in their prayers. As always, anyone wishing to be on the Prayer List confidentially was listed with a pseudonym.

Pastoral Care members took turns contacting those on the Prayer List directly, by phone or personal visit, to assure them the parish was thinking of them, checking on their well-being, acknowledging their difficulties, keeping them in our prayers, and giving those so inclined an opportunity to talk about what was on their minds. PCC members met monthly (via Zoom) to pray for those on the prayer list and to discuss if anyone needed other support or assistance.

Pastoral Care members, licensed by the Diocese to distribute communion to parishioners who are homebound, hospitalized, or otherwise unable to get to church, performed Lay Eucharistic Visits as requested.

Pastoral Care is an often unsung – but incredibly powerful – ministry of lifting up those we love in prayer.

Respectfully,

*Julie*

Julie Bruns



## Social Justice Ministry

Immanuel's commitment to social justice is grounded in our Baptismal covenant of "working for justice and peace among all people and respecting the dignity of every human being" and on Jesus's commitment to justice and love for those marginalized by society. The Rector's 2022 letter, the Vestry's vision for the social justice ministry, and other information on the website highlight our focus on racial justice, criminal justice, and engagement in the community.

**Parish Engagement/Learning:** All parishioners were invited to join with members of the social justice ministry committee to participate in Virginia Interfaith Center for Public Policy's January, 2023 "Day for All People" in Richmond, and the parish was asked to keep all those participating in their prayers. Those who attended were briefed on a wide range of legislative issues and processes focused especially on criminal justice reform; several parishioners were also trained by the Arlington County Jail Chaplain to remotely review inmates' Bible study responses.

**Criminal Justice Reform:** With Vestry encouragement, and relying on the Vestry's 2021 guidelines for social justice advocacy, twelve parishioners participated in Virginia Interfaith Center's dialogue with the Virginia legislature in January, 2023 to advocate for limiting prolonged solitary confinement, something decried by the national church (and many other denominations and the United Nations) as a form of torture. The result was one of the few pieces of bipartisan legislation to emerge from the Assembly. We were joined by members of Alleyne AME Zion church and were the largest northern Virginia faith contingent participating, and will continue this dialogue in 2024. This year also marked the completion of activities under the national church's 2021-2023 Becoming Beloved Community criminal justice seed grant to Immanuel reported on last year; the grant final report is available on the social justice webpage.

**Support to prisoners and their families.** Several parishioners committed to engage remotely with inmates at Arlington County Jail as they complete in-jail Bible studies. Christmas families offered to provide books to children of inmates as well. Financial support augmented Outreach support to several organizations supporting prisoners and their families, including Offender Aid and Restoration and Friends of Guest House, as well as the Arlington County Jail Chaplain.

**Civic Engagement with other parishes:** We again provided voter registration opportunities at the Pumpkin Patch, but have concluded that there may be more effective locations in 2024. Our ongoing relationship with Alleyne AME Zion church was challenged by the tragic death of their relatively new Pastor, with whom we had undertaken several activities; we expect this partnership to resume in 2024, possibly focused on voter registration of young people.

**Other activities.** Immanuel's Vestry committed to be a "Living Wage" congregation, which was not difficult given that our compensation plans were already within the higher (local living expense) guidelines of the Virginia Interfaith Center for Public Policy. You can see our certificate highlighted on Immanuel's website. A summer/fall parish dialogue on violence, gun safety, mental health and loneliness led us to explore in October and November possible approaches to help at-risk youth, exploration that has begun with a small grant to Alexandria Seaport Foundation (a court diversion and skills training program for young offenders and other at-risk youth). After October/November discussions of the social justice aspects of the crisis in Palestine and Israel, we chose to use some of the allocated parish budget for the Social Justice Ministry to support the Diocese of Jerusalem (matched by the national church's United Thank Offering) as it faces the greatest challenges it has faced in decades, including supporting the Diocese's Ahli Hospital, one of Gaza's few still-functioning hospitals.

**Funding and Coordination with Outreach:** From the beginning in 2020-2021, this ministry of justice has built on Outreach's ministries of mercy and helping people in need. We have expanded, deepened, learned from, and provided additional support to some Outreach partners by focusing on ministries of justice and change to help usher in the more just community and world that God is calling us to. With thanksgiving for Immanuel's continued commitment to social justice and funding of this ministry, as well as support from Outreach and a recently completed national church grant, Immanuel has more than tripled total parish support to criminal justice reform and to prisoners and their families compared to 2019-20. The table below summarizes expenditure from the social justice budget. Fuller details, including funding from all parish sources in support of this ministry, are available in the final financial report to the national church on the 2021-23 seed grant to Immanuel, available on the social justice portion of the website. Because some planned parish activities didn't take place in 2023, a higher percentage than normal of this year's expenditures were grants to other organizations in support of this ministry.

	2021	2022	2023	2024 indicative
<b>Social Justice Budgets: 2021-2024</b>				
<b>Parish Engagement/Learning</b>	\$3,000	\$1,500		\$1,500
<b>Criminal Justice Reform</b>			\$1,269	\$1,800
<b>Support to prisoners and their families</b>	\$1,000	\$1,865	\$1,500	\$400
<b>Civic Engagement w/ Other Parishes/Voter registration</b>	\$0	\$1,014	\$147	\$500
<b>Other (Diocese of Jerusalem; at-risk youth)</b>			\$2,081	\$800
<b>TOTAL:</b>	<b>\$5,000</b>	<b>\$4,999</b>	<b>\$4,997</b>	<b>\$5,000</b>
Of Which Direct/Parish Activities:	\$3,000	\$2,514	\$816	\$3,800
Of Which Grants to Other Organizations:	\$2,000	\$2,486	\$4,181	\$1,200

If you have interest in participating in our fourth Tuesday social justice meetings, or you have questions, concerns, confusion, or even mild curiosity about this ministry, please feel free to contact Vestry Steward, David Atwood or Committee Chair, Kathryn Jackson Haskin.

In my third and final year as Vestry steward for this ministry, I express my profound gratitude for the parish's ongoing support, for Immanuel's past and ongoing engagement in ministries of social justice, for our courage to explore and to seek where we can do better, and for our commitment to strive for justice and peace among all people and to respect the dignity of every human being,

Respectfully submitted,



David Atwood

Vestry Steward for Social Justice

## Fellowship

2023 brought back the Vestry Stewardship area for Fellowship. And it was clear that we were hungry for fellowship as much as for the fried chicken! Fellowship is where we come together to enjoy the company of one another. In our love of Christ and as Christ loves us, we support one another in love.

**Shrine Mont Retreat.** Kathryn Haskin coordinated our annual parish retreat at Shrine Mont this Memorial Day weekend. This weekend event is a treasure that should be experienced by all. 104 people attended the retreat in 2023. Thank you, Kathryn, for the many many hours it takes to coordinate this much-loved event.

**Coffee hour:** Coffee, tea, fruit, and pastries continued to be offered after each service. Kathryn Haskin ordered the food from a supermarket and Gilma Balcarcel picked up the food, made coffee, set out the goodies, and cleaned up. With the return of three services, this proved to be a challenge. Immanuel will bring back the volunteer role of Coffee Host in 2024 to help with this important ministry.

**Shrove Pancake Supper.** 2023 brought the return of the Shrove Tuesday pancake supper! Tom Kerns leads the volunteers and management of this popular event. About 160 people attended. Much appreciation goes to Tom and his crew!

We hosted special celebrations during coffee hour for the Bishop visit of The Rt. Rev. Dabney Tyler Smith in April, Fr. Randy's birthday in April, and for the 50 Year Anniversary of Jan Maas' ordination in December. Thank you, Aleta Powell, for donating festive cakes and balloons for these occasions! (There was no cake for Pentecost this year since Pentecost was during the Parish Retreat at Shrine Mont.)

**Spring Potluck:** The Spring Potluck picnic on June 11 was a great success! Over 110 people attended the picnic in the Zabriskie Parish Hall and there was plenty of a variety of food for all. Gratitude to Linda Donahue for donating long and colorful tablecloths.

**Homecoming Potluck:** The Homecoming Potluck lunch on September 10 was also a great success! Over 120 people attended the lunch in Zabriskie Parish Hall. Candy Levin provided beautiful flowers. Karen Besser donated a rental of a bouncy house for our young members and those young-at-heart as our own Reverend Randy Alexander took a turn bouncing after the kiddos were done. We put out forms on clipboards and pens and asked people to indicate their interest in volunteering during services. The forms yielded twelve volunteers.

**Friendsgiving:** Immanuel Church-on-the-Hill hosted a Friendsgiving potluck on Sunday, November 19 in advance of Thanksgiving. There were about 48 attendees. This event was a first for Immanuel and it gave parishioners a chance to have friendly time with our new Assistant Rector, Sarah Spurlock Biggs, and her family.

**Epiphany Pageant Cookie Party:** This year Immanuel had the Christmas pageant at the Epiphany on January 7, 2024. After the pageant at Immanuel Chapel, we had a cookie party at the Seminary's newly refurbished Welcome Center. The cookie party idea came from Assistant Rector, Sarah Spurlock Biggs. The donated cookies from parishioners were incredible and the event was a wild success. Over 140 people attended.

The receptions and potlucks would not be possible without the energy and commitment of the volunteers who help with events: Stuart Dahlinger, John Bednar, Linda Donahue, Phyllis Sims, Amy Thomas, Taylor & Melissa & Juliet Houck, Tom Kerns, Mike Eaton, Corey Wargo-Bergmark, Debbie Hewson, Tom & Carrie Cuddy, Sanjiv & Sujatha & Sandhya Augustine, Katherine & Caroline Maas, Darrell Wilson, Laura & Jim Snow, Connie Kurz, Martha Shimkin, Kathryn Haskin, Harry Diffendal, Sarah & Rick Glassco,

Julie Bruns. Thank you to Kevin Wensing for taking great photos of the events; you can see the photos on Immanuel's private Facebook group page. If I've neglected to list a name, please let me know. It takes many hands to pull off these events and I am extremely grateful for all the time given.

Respectfully and joyfully submitted,

*Caroline and Taylor*

Caroline Bergmark and Taylor Houck  
Vestry Stewards for Fellowship



## Report on Children, Youth, and Families Ministries



The Children, Youth, and Families program has gone through a year of transitions, with the leaving of Father Sam Sheridan in December 2022 and the process of selecting and calling the Reverend Sarah Spurlock Biggs in September 2023, we were remiss in leadership for several months. Through the help of many parents and volunteers, our activities and the community thrived.

### Children thru 3rd Grade

Sunday School did not start until November of 2023, but when it started, was robust and well attended. Averaging between 20-30 children every Sunday. For those without children, who might not be aware of our growing youth population, check out the nursery or Godly play at the 10:30 service. We have between 30-40 children under the age of ten participating and playing on any given Sunday.

### EYC 6th to 12th Grades

During the interim of hiring our new Youth Minister parents held several events to keep our Youth engaged. We had our annual Ski trip to Shrine Mont, the overnight lock-in at Zabriskie, bowling, game night and several EYC breakfasts on Sunday. Also, during the interim we held a parent and youth meeting at our Immanuel Shrine Mont weekend to plan EYC activities throughout the year. And to help our new Youth minister hit the ground running! The Reverend Sarah Spurlock Biggs started in September, and we had a meet and greet potluck dinner with enthusiastic attendance. She also coordinated our annual Advent Wreath making in December.

We are grateful to have Sarah and her family!

We are excited and looking forward to our Children, Youth, & Family ministry programs for 2024!

Respectfully submitted,

Kristi Kubista-Hovis--Children through 5th Grade

Kathy Lloyd--Youth 6th through 12 Grade  
Vestry Co-Stewards for Children, Youth, and Family Ministry

## 2023 Finance Committee Report

### Re-Established Immanuel's Finance Committee in January 2023

After a pause of fifteen months, Immanuel's Finance Committee was as engaged as ever, including financial professionals among committee members. Committee members met four times, including two joint meetings -- one with the Task Force for Immanuel's Strong Financial Future and one with the Board of Trustees.

We give thanks for these committee members re-forming the Finance Committee as of January 2023:

1. **Gerry Anderson** *as of October 2023*
2. **Sujatha Augustine**
3. **Steve Brown**
4. **Danette (Dani) Kauffman**. *co-chair*
5. **Mollie Lambert** *through October 2023*
6. **Kerry Kelly Wade**, *co-chair*
7. **Darrell Wilson**
8. **Tom Hewson**, *Treasurer, ex officio member of the Finance Committee*
9. **The Rev. J. Randolph Alexander, Jr.** *Rector*

### Background for Re-establishing the Finance Committee

In 2022, with coaching assistance from the Episcopal Church Foundation, Immanuel's Strong Financial Future Task Force began work to identify, research, and prioritize tasks and offer recommendations to ensure Immanuel's strong financial future.

Task force members included **Kathryn Jackson Haskin, Danette (Dani) Kauffman, Kristi Kubista-Hovis, and Mollie Lambert**. Their detailed research and interviews resulted in a report to the vestry in May 2022 that prioritized necessary action items categorized as strategic, programmatic, and operational. In 2023, the newly established Finance Committee met with task force members to use its report in prioritizing Finance Committee goals for 2023.

### Additional Finance Committee Key Accomplishments for 2023

**Conducted a Facility Conditions Assessment (FAC) of Immanuel's campus including the church, parish hall, and rectory.** This received vestry approval August 15, 2023.

### Motivation and Goal

The interest in conducting a Facility Conditions Assessment for Immanuel is directly tied to the effort of the Finance Committee to identify capital and operating expenses and/or reserve funds that will be needed and the timeframe for when to expect that these capital and/or operating funds will be needed over the next 15 years.

Working Group members included: **Gerry Anderson**, Junior Warden for Buildings and Grounds; **Tom Kerns**, Immanuel's church architect and member of the Buildings and Grounds Committee; **Kerry Kelly Wade** and **Danette (Dani) Kauffman**, co-chairs of the Finance Committee.

The Facility Conditions Assessment was conducted on September 26, 2023, by Nathan Parr of SmartChurch Solutions, a firm that specializes in church facility stewardship. This firm provides facility

conditions assessments to churches, dioceses, cathedrals, church conference centers, Christian schools, and universities.

The assessment includes a “first time guest experience,” evaluates the facilities and maintenance services needed, benchmarks against relevant national cost standards, identifies deferred maintenance items, and provides future cost estimates in current dollars.

SmartChurch Solutions provided a 62-page report on November 5, 2023, that contained specific information, hundreds of photos, and costs to expect for capital maintenance on the campus. Based on the report, the Buildings and Grounds committee members determined that expected costs are manageable with the exception of replacement chillers that will be needed in approximately eight years.

The cost to Immanuel for this assessment, which was competitively bid, was \$7,500, plus travel expenses for the consultant. SmartChurch Solutions was significantly less expensive than the competing vendor. Five references who were clients of the firm were interviewed before the contract was signed.

SmartChurch Solutions offers cloud-based software solutions called eSPACE, a Life Cycle Calculator, at no cost for the first year, for facility “event” management, work order, and asset management to improve the efficiency of the building and facility team.

The Facility Conditions Assessment report was provided to the vestry and members of the Board of Trustees in separate meetings. Dialogue, discussion, and explanation were essential parts of the report presentations.

**Established a Capital Reserve Fund Policy for Immanuel that received final vestry approval on January 9, 2024.**

**Working Group members included: Gerry Anderson**, Junior Warden for Buildings and Grounds; and Finance Committee members **Sujatha Augustine, Steve Brown, Danette (Dani) Kauffman, Mollie Lambert, and Kerry Kelly Wade.**

#### **Purpose of the Capital Reserve Fund**

The Immanuel Capital Reserve Fund (Capital Reserve) allows the Vestry and parishioners to fulfill Immanuel’s fiduciary responsibilities to the past, present, and future by funding the church’s capital replacement, capital improvement projects, and capital repair and maintenance needs.

**Capital Replacement** The Capital Reserve will fund the planned replacement of each building’s core equipment and systems based on their estimated useful life and replacement cost as set forth in a 15-year Capital Budget Plan, based on the most recent Immanuel Facility Conditions Assessment.

**Capital Repair and Capital Maintenance** The Capital Reserve will fund major repairs or major overhaul of equipment and/or systems due to unforeseen failure prior to the end of their useful life.

#### **Establishment of the Capital Reserve**

The Building and Grounds Committee and the Treasurer will create the long-term Capital Budget Plan (15 years) based on the most recent Facilities Conditions Assessment and Life Cycle Calculator.

The Capital Reserve will be initially funded at an amount sufficient to cover the first five years of the newly created 15-year Capital Budget Plan. The initial sources of the funds to establish the Capital Reserve will include:

- a) The portion of the Immanuel General Fund invested with the Virginia Diocese Trustees of the Funds that is not designated for other Immanuel projects
- b) Any remaining funds from monies raised in the 2018 capital campaign to remediate water intrusion which would continue to be designated solely for water incursion and remediation.

#### **Regular Planned Additions to the Capital Reserve**

It is vital to the health and future sustainability of Immanuel that the Vestry makes regular deposits to the Capital Reserve to ensure the Capital Budget Plan can be fully implemented. Each year the Building & Grounds Committee and the Treasurer will draft an annual capital budget as a component of the annual budget for Vestry approval.

In the annual operating budget, the Vestry will include a contribution to the Capital Reserve of at least the estimated cost of yearly capital maintenance calculated in the lifecycle planning tool, plus an estimated rate of inflation. In addition, a portion of at least ten and up to twenty-five percent, subject to Vestry decision, of all undesignated bequests generously gifted to Immanuel will be allocated to the Capital Reserve Fund.

During the first three years of the establishment of the Capital Reserve Fund, if operating income is not sufficient to fully fund the Reserve in conformance with the annual capital budget and 15-year Capital Budget Plan, the Vestry and Immanuel’s Trust Fund Board of Trustees may authorize an annual disbursement from the Immanuel Trust Fund (Endowment Fund, Callaway Fund, and Memorial Garden Fund) in accordance with the Immanuel Trust Fund Spending Policy. The goal of the Capital Reserve Policy is to discontinue the use of disbursements from the Immanuel Trust Fund beyond the three-year time period.

This report is submitted with gratitude for all Finance Committee members, the participating Building and Grounds Committee members, and the Vestry and clergy of Immanuel Church-on-the-Hill for their active participation and support that allowed the Facility Conditions Assessment and the Capital Reserve Fund policy to be put in place to help ensure Immanuel’s strong financial future.

Respectfully submitted,

*Kerry*

Kerry Kelly Wade

*Dani*

Danette (Dani) Kauffman

# 2023 Treasurer's Report

Thanks to the strong support from our community members, Immanuel remains in strong financial condition. In 2023, operating income exceeded expenses, allowing the church to continue to invest to improve its facilities and grow its reserves to support full staffing levels in 2024. A few of the highpoints are outlined below with details provided in the attached tables.

## 2023 Operating Income:

Total 2023 operating income reached \$874,140, which exceeded the 2023 budget of \$832,200, and all prior years. This strong showing is largely due to:

- Our growing congregation and our community's strong financial support through pledging that accounts for 80 percent of our operating income.
- Other contributions (loose plate, gifts, music/flowers) added an additional 6 percent (\$53,000).
- Rental income contributed an additional 7.5 percent (\$64,700) by tenants such as the Valley Drive Preschool, other worship communities (Um Ull Quaraa, Dignity, Independent Church of God 7<sup>th</sup> Day), music programs, and community organizations.
- The remaining income (6.5 percent) primarily comes from Trust income that partially funds capital projects and our reserve investment income.

The operating income does not include several other income sources that fund several Immanuel programs.

- Outreach raises funds separately through the annual pumpkin patch sales, which support our annual contributions to deserving local, national and international organizations. A complete discussion of this program that is managed by the Immanuel Outreach Committee is included elsewhere in this annual report.
- Immanuel also has three Trust Funds that have been funded by bequests and have historically been used to fund major capital projects. While the annual distribution is included in other operating income (above), it accounts for only a portion of the Trusts' total investment income. The Trusts have provided a separate report in this report.
- The final source of non-operating income is special funds created by directed contributions. These special funds include Christmas Families, Christmas Families in August, Tudor Davies-Jim Kellogg Music Fund, Education Fund (from prior CYF BBQ sales) and the Clergy Discretionary Funds. These funds are listed in the attached Consolidated Financial Report.

## 2023 Operating Expenses:

- 2023 operating expenses totaled \$802,580 which exceeded the 2023 budget of \$790,874. Highlights include:
- Not surprisingly, personnel costs account for 55 percent of these expenses. Personnel expenses were less than the budget by \$21,400, mostly attributable to the timing of when

our Assistant Rector started.

- Administrative costs account for an additional 20 percent (\$158,365) of operating expenses and exceeded the budget by \$9,600. While administrative costs are dominated by the Diocesan Pledge and office costs, the exceedance are linked primarily to new refuse taxes, higher postage rates, and additional office supplies.
- Property expenses account for 13 percent (\$102,200) of the operating costs and were \$7,600 less than the budget. These savings were attributable to lower insurance costs and lower Rectory maintenance costs from capital improvements to the Rectory.
- Program expenses account for the final 13 percent (\$103,000). These costs exceeded the budget by \$5,300, due primarily to an expanded number of services with music and flowers.

## 2023 Capital Projects:

In addition to operating expenses, the church also spent \$38,530 in capital projects that were partially funded by the Immanuel Trust Funds and from operating funds. These projects include: new Rectory HVAC unit, sump pump for Zabriskie Chapel, preliminary Kitchen renovation design drawings, firewall for Immanuel network, new security cameras, a Rectory patio, and new kitchen dishwasher.

## 2024 Budget

The budget approved by the Vestry is shown on the attached table. Highlights include:

Total 2023 operating Income Increasing by \$40,000 vs 2023 Budget

- Pledges/Contributions Income—Pledges and contributions account for 86% of our income. Currently, we have received 147 pledges totaling \$656,712. This is more than 96 percent of the current projected income of \$690,000 (vs. 136 pledges, \$641,000 in 2023). In addition to actual pledges, the pledge income also includes contributions from known community members who have elected not to pledge.
- Rental Income—In 2023 we lost 2 long-term rental tenants and added 2 rental tenants. We have also largely lost our fitness tenants and therefore the 2024 budget assumes slightly lower rental income.
- Other Income— This incorporates income from solar REC credits, investment income and interest from operating reserves/investment accounts and income from the trusts. The 2024 other income budget income is much higher due to a higher investment income and more solar REC income and accounts for the bulk of the 2024 budget income increase.

**EXPENSES**—More than \$47,000 higher vs 2023 Budget

- Staffing-- Staffing costs account for roughly 62 percent of our annual operating expenses and \$54,500 of the draft increase over the 2023 budget. The increases were expected due to the combination of a full-time Assistant Rector (Yeah!!!), projected cost of living increases (3.67%-diocese guideline), and higher benefit costs.
- Administrative Costs—Administrative costs account for 17% of our operating budget and reflects roughly a \$2,800 increase over the 2023 budget. The Diocesan pledge is the largest element in these costs but remained relatively flat (vs 2023) under the current formula. The

increase is primarily from taxes and fees that offset some assumed savings in contractor and office costs

- Facility Costs—Account for 11% of the operating budget and are \$15,000 less than the 2023 draft budget. These savings are from a combination of some Rectory capital improvements reducing annual O&M costs and continued savings from solar panels.
- Program Costs-- Current draft shows program costs in line with the 2023 budget. The most significant differences are associated with paid singers and flowers from having more services. A portion of these increases was offset by a prison ministry grant ending.

**CAPITAL-** \$10,500 more than 2023

- Capital projects have historically been funded with income from the Trusts. This year, the Facilities Committee has identified \$63,000 in Capital projects. The current draft includes \$46,000 in projects with the \$5,000 VTS capital contribution that could be covered under the current 5% of the 20 quarter rolling average guideline (\$51,400). The projects for 2024 include: Sexton Closet renovation, replacing an additional HVAC unit, additional design on the kitchen renovation, enlarging the Zabriskie scuppers and downspouts, replacement of Rectory windows, and addition of an outdoor sprinkler system.

**BALANCE – Swing from Surplus to Small Deficit**

- The current draft shows an operating surplus of \$11,300 and an overall cash flow deficit of around \$11,300. These funds would be from our operating reserves.

I would like to thank Mollie Lambert, who has volunteered to be the Immanuel Assistant Treasurer. This is a great blessing to have such a talented and knowledgeable person joining our finance team. It could not happen a better time, having lost our long-term Bookkeeper Sughra Bakhtiari, who accepted a full time job with benefits near where she lives. She will be missed.

Respectfully submitted,



Tom Hewson  
Treasurer

2024 ICOH Budget Summary

				2024 Budget	2023 Budget
Pledge Goal	\$ 690,000		Income	\$ 872,191	\$ 832,200
			Pledges & Contributions	\$ 728,900	\$ 724,200
			Rental Income	\$ 66,800	\$ 67,386
			Other	\$ 76,491	\$ 40,614
Cost of Living	3.67%		Expenses	\$ 837,490	\$ 790,674
			Salaries & Benefits	\$ 516,136	\$ 451,737
			Administration	\$ 139,550	\$ 136,783
Trust Payments	\$ 51,000	3.00%	Facilities	\$ 91,384	\$ 106,430
Diocesan Pledge	\$ 53,500	6.67%	Programs	\$ 90,420	\$ 95,724
General Fund ROI%	8.00%		Net	\$ 34,701	\$ 41,526
Savings Act Interest Rate	3.75%				
2024 Programs			Capital	\$ 46,000	\$ 35,500
CYF program	\$ 7,000	\$ 6,500			
Outreach Funding	\$ 2,000	\$ 500	Cash Flow Net	\$ (11,299)	\$ 6,026
Senior Ministry	\$ 1,500	\$ 8,000			
			% Reserves	-6.1%	4.3%
2024 Capital Improvements					
Renovate Sexton Closet	\$ 7,000	\$ 7,000			
Replace HVAC unit	\$ 7,500	\$ 7,500			
Kitchen Renovation	\$ 14,000	\$ 10,000			
Sprinkler System,	\$ 30,000	\$ 19,500	Have \$10,500 in verbal pledges		
Emergency Lighting	\$ 4,500			62%	Salaries & Benefits
Enlarge scupper/downspout	\$ 2,000	\$ 2,000		17%	AdministraPon
2024 Maintenance				11%	FaciliPes
Repair drywall cracks	\$ 5,000	\$ 5,000		11%	Programs
Repair Brick Landing	\$ 2,500	\$ 2,500			
				84%	Pledges & ContribuPons
				8%	Rental Income
				9%	Other

2024 Vestry Budget

Immanuel Church-on-the-Hill- Alexandria VA				
Account Name	2023 act	2023 b	2024 b	
	20	2023	2024	
		Budget	Budget	
Pledge Income	\$ 617,561	\$685,000	\$690,000	
Pledge Income - Prepaid Annual Pledge	\$ 78,800			
Transfer Income-Prepaid Pledges				
<b>Pledge Income</b>	<b>\$ 696,361</b>	<b>\$ 685,000</b>	<b>\$ 690,000</b>	
Looseplate	\$ 11,684	\$ 10,000	\$ 13,000	
Undesignated Gifts	\$ 2,090	\$ 10,000	\$ 2,500	
<b>Contributions - Undesignated</b>	<b>\$ 13,754</b>	<b>\$ 20,000</b>	<b>\$ 15,500</b>	
<i>Designated Gifts - General Fund</i>				
Designated Gifts - Worship-GF	\$ 9,863	\$ 12,000	\$ 12,000	
Designated Gifts - Community-GF		\$ 500	\$ 500	
<i>Total Designated Gifts - General Fund</i>	<i>\$ 9,889</i>	<i>\$ 12,500</i>	<i>\$ 12,500</i>	
Designated Gifts - Other-General Fund	\$ 29,383	\$ 6,700	\$ 10,900	
<b>Designated Grants and Contributions</b>	<b>\$39,272</b>	<b>\$19,200</b>	<b>\$23,400</b>	
Rental Income - Valley Drive Cooperative Preschool	\$ 46,535	\$ 44,786	\$ 45,000	
Rental Income - Um Ull Quraa Community	\$ 1,200	\$ 3,000	\$ -	
Rental Income - Dignity	\$ 7,800	\$ 8,000	\$ 7,800	
Rental Income - Washington Philharmonic	\$ 1,860	\$ 1,600	\$ -	
Rental Income - Other	\$ 6,542	\$ 10,000	\$ 1,000	
Rental Income Independent Church of Gof 7th Da7	\$ 750		\$ 9,000	
<b>Rental Income</b>	<b>\$ 64,688</b>	<b>\$ 67,386</b>	<b>\$ 66,800</b>	
Parish Activities & Events	\$ 3,086	\$ 2,500	\$ 1,500	
Interest & Dividends-Gen Fund-BB&T/Tof	\$ 12,108	\$ 8,270	\$ 20,491	
Net Unrealized Gains- Reserve Investments	\$ 7,528			
Misc Income/Solar Rec Sales	\$ 7,399		\$ 3,500	
<b>Other Income</b>	<b>\$ 30,122</b>	<b>\$ 10,770</b>	<b>\$ 25,491</b>	
Transfer Income from ToIF Trusts	\$ 29,844	\$ 29,844	\$ 51,000	
<b>Trust Allocation</b>	<b>\$ 29,844</b>	<b>\$ 29,844</b>	<b>\$ 51,000</b>	
<b>Total Operating Income</b>	<b>\$ 874,143</b>	<b>\$ 832,200</b>	<b>\$ 872,191</b>	
<b>Personnel</b>				
Salaries	\$ 326,251	\$ 351,128	\$ 341,757	
Benefits	\$ 89,095	\$ 100,609	\$ 174,379	
<b>Total Personnel Costs</b>	<b>\$ 415,346</b>	<b>\$ 451,737</b>	<b>\$ 516,136</b>	

Immanuel Church-on-the-Hill - Alexandria VA  
Consolidated Fund Activity Report as of 12/31/2023

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/IE's	End Balance
3100.1.000	General Operations Fund	84,702	934,781	802,384	0	216,898
3100.1.005	General Operating-Prepaid Annual Pledges Balance	78,800	(24,100)	0	0	54,700
3100.1.010	Pumpkin Patch Fund Balance	(1,276)	168,221	82,301	1,276	85,720
3100.1.020	Operations Reserve Fund Balance	160,716	0	0	0	160,716
3100.1.030	Fixed Assets Balance	1,243,063	0	17,861	0	1,225,202
3100.1.035	Facilities Reserve Fund	19,891	0	0	0	19,891
3100.1.050	Rector Discretionary Fund Balance	(1,943)	6,000	4,259	2,689	2,486
3100.1.055	Assistant Rector Discretionary Fund Balance	689	1,290	0	(689)	1,290
3100.1.057	Assistant Rector (CYF) Discretionary Fund Balance	695	190	604	0	281
3200.2.100	Education Fund Balance	11,609	0	0	0	11,609
3200.2.211	Tudor Davies & Jim Kellog Balance	11,122	50,257	0	0	61,380
3200.2.310	Outreach Fund Balance	105,654	2,061	90,478	(3,276)	13,960
3200.2.311	Christmas Families Fund Balance	14,585	12,375	7,202	0	19,758
3200.2.312	Dominican Scholarship Fund Balance	0	350	0	0	350
3200.2.316	Christmas Families in August Balance	0	6,724	4,000	0	2,724
3200.2.411	Alice Biache Restricted Fund	0	0	0	(0)	0
3200.2.513	Capital Campaign - Solar Panels Balance	8,759	0	0	0	8,759
3200.2.610	Callaway Fund	458,648	43,693	11,074	0	491,267
3200.2.621	Endowment-Fixed Asset Reserve Balance	33,398	0	0	0	33,398
3200.2.622	Endowment-Unrestricted Balance	38,439	51,761	15,525	0	74,675
3200.2.631	Memorial Garden-Reserve Fund-Accum Earnings	2,824	12,223	3,345	0	11,703
3200.2.632	Memorial Garden-O/M Fund	17,178	0	550	0	16,627
3200.3.620	Endowment-Principal Balance	429,522	0	0	0	429,522
3200.3.630	Memorial Garden-Reserve Fund-Principal	75,032	245	0	0	75,298
3300.3.700	Perm. Restricted Land Assets	707,705	0	0	0	707,705
<b>Total</b>		<b>\$3,499,842</b>	<b>\$1,266,075</b>	<b>\$1,039,986</b>	<b>\$0</b>	<b>\$3,725,931</b>

Tuesday, January 23, 2024

Page 1 of 1





THE IMMANUEL CHURCH-ON-THE-HILL TRUST FUND

**BOARD OF TRUSTEES ANNUAL REPORT  
TO THE PARISH  
on FUND 2023**

January 28, 2024

**Introduction to Immanuel’s Trust Fund and Zabriskie Society**

In 2016, the Immanuel Church-on-the-Hill Vestry established the Immanuel Church-on-the-Hill Trust Fund (Trust Fund) Policies and Guidelines to consolidate trust funds created in previous decades by the generosity and bold vision of many parishioners who planned and left legacy gifts to Immanuel. Our parish continues to be blessed by the resources of its Trust Fund.

Immanuel’ Trust Fund enables the Parish to fulfill its mission to the greatest extent possible by developing ministries beyond what is possible through Immanuel’s annual operating budget. The Trust Fund encourages, receives, and faithfully administers planned gifts as expressed by the donor and in keeping with the Canons of the Episcopal Church, the Diocese of Virginia, and the policies of the Parish.

Parishioners and families can make planned gifts to the Trust Fund that will help ensure a vibrant future for Immanuel’s mission and ministry over many years to come. Immanuel’s Zabriskie Society recognizes those parishioners who make a decision to leave a legacy gift to Immanuel.

Zabriskie Society members have planned and made gifts of all sizes – both large and small and everything in between. There is no minimum gift amount required to designate a future gift and become a member of Immanuel’s Zabriskie Society.

Planned gifts to Immanuel are for anyone who wants a meaningful way to continue to support Immanuel into its future. Immanuel is blessed by all parishioners who prayerfully consider their commitment and support to Immanuel’s strong future through a planned gift.

**The Immanuel Church-on-the-Hill Trust Fund**

Immanuel’s Trust Fund consists of three sub-funds each with its separate and defining policies and mission.

1. The **Endowment Sub-Fund** is a “True Endowment” which holds funds in perpetuity. The annual spending policy permits distributions limited to 3 to 5 percent of a rolling twenty quarter average fund value for maintenance of the rectory, chapel, and any other real property of the Parish, as well as for Parish ministries outside of the regular budget.

2. The **Callaway Memorial Sub-Fund** is a “Quasi Endowment.” The annual spending policy permits distributions each year from the corpus and 3 to 5 percent of a rolling twenty quarter average fund value. Expenditure of the corpus will require a two-thirds vote of the Vestry at two consecutive meetings.

Corpus and available annual income used by the Parish, subject to any applicable donor restrictions, may be for general fund use, for its building fund, or for religious institutions in the Diocese of Virginia or the Episcopal Church.

3. The **Memorial Garden Sub-Fund** is a “True Endowment” which holds funds in perpetuity. The annual spending policy permits 3 to 5 percent of a rolling twenty quarter average fund value for the maintenance, enhancement, and development of the existing memorial garden at the Zabriskie Parish.

**Board of Trustees and its Role**

A nine-member Board of Trustees, appointed by the Vestry for staggered terms of three years, oversees management of the invested funds and monitors distributions to ensure compliance with the Fund purpose, spending rules and distribution policies. The Trust Fund is invested with The Virginia Diocese Trustees of the Funds (TOTF), an entity established to manage investments of the three Virginia dioceses and their member churches and organizations. The TOTF is advised in its management by LCG Associates, a financial management firm located in Atlanta, GA. The Immanuel Board of Trustees meets quarterly to review the Trust Fund’s performance and discuss other matters under its purview.

The Board of Trustees has two primary responsibilities in overseeing the management of invested funds:

- 1.The financial management objective for the Trustees is to preserve and enhance the Trust Funds’ real, inflation-adjusted purchasing power while also providing a steady and consistent spending stream in support of the respective missions of the Church.
- 2.The Board helps to advance Immanuel’s Zabriskie Society, the parish’s Planned Giving program. The Board advocates for this comprehensive planned giving program to educate parishioners and encourage gifts, grants, bequests, and other legacy gifts to ensure Immanuel’s strong future.

We give thanks for the contributions and insights provided to the Board by Jim Clausen and Chandley McDonald for the past three years. They are tried and true Immanuel Church volunteers for which we are grateful.

**The current Board of Trustees includes the following members**

**Serving through December 2023**

James Clausen  
Wilton Corkern (filling Carla Murray’s term)  
Chandley McDonald

**Serving through December 2024**

Sujatha Augustine, Secretary  
Douglas Henry, Chair  
Danette Gentile Kauffman

**Serving through December 2025**

Thomas Brown  
Jennifer Greiner  
Kathryn Haskin

**Serving through December 2026** (Require Vestry Approval)

Wilton Corkern  
Shawn Whitman  
Darrell Wilson

**2023 Trust Fund Disbursements**

The Trustees voted to approve a disbursement of funds from the Trust within a range of 3-5% of the total market value of the Fund based on a rolling average of 20 quarters ending as of September 30, 2023. The total disbursement was \$29,844.00 and was applied on a pro rata basis against all three subfunds. The 2024 disbursement will be voted on by the trustees upon receipt of the Vestry's planned application of those funds in accordance with the Trust's Policies and Guidelines.

**Gifts to Immanuel's Trust Fund in 2023**

No gifts to the Trust Fund were received in 2023.

**Immanuel Trust Fund Activity and Value in 2023**

The TOTF Investment Committee Chair reported that all of the TOTF's funds performed well and exceeded their 2023 benchmarks. (Immanuel's Trust Fund is invested in the Balanced Fund). His end of calendar year remarks are paraphrased here. Despite concerns about continued interest rate increases, excessive inflation, and fears of a recession, these concerns did not materialize. Economic growth remained healthy and there were indications that the Fed would cease raising rates and perhaps lower them in 2024. All of this was taken as good news by the markets.

As of December 31, 2022, the Trust Fund balance was \$1,023,485. As of December 31, 2023 the total value of the Immanuel Church-on-the-Hill Trust Fund was \$1,151,712.71, reflecting a growth of 12.5% over the year (net of withdrawals).

In late December 2022, the TOTF suffered the first of several cyberattacks. Losses resulting from these attacks were apportioned across all of the Fund's participants. Our share was \$3,666. In June 2023, the Trustees invited the TOTF leadership to visit the parish and explain what happened and what steps had been taken to prevent their recurrence. Specifically, the cyberattacks succeeded because of a reliance on e-mail to authorize the transfer of funds. Once, a key e-mail was compromised, the diversion of funds was accomplished. As a result, the TOTF established stricter procedures and a portal through which Fund participant representatives would be verified prior to the movement of funds. Other changes such as increasing insurance coverage were also put in place.

The trustees participated in a number of discussions with the Finance Committee and Treasurer regarding the establishment of a Capital Reserve. The trustees agreed in principle that the idea has merit and are awaiting details on how the Reserve would be implemented and maintained. Please see page 38 of the annual report for more details.

**Board of Trustees Recommendation**

In accordance with The Trust Fund Policies and Procedures, the Vestry provide the Board with the written notice of their planned programs and projects against which the proposed application of an annual withdrawal from the Trust would be applied. Upon receipt, the Board will meet to consider a withdrawal within the 3-5% range allowed.

The Vestry approve without delay the new slate of Trustees, whose service would extend through December 2026.

Respectfully submitted,

*Doug*

Douglas Henry, Chairperson  
Sujatha Augustine, Secretary  
Wilton Corkern  
James Clausen  
Kathryn Haskin  
Danette Gentile Kauffman  
Chandley McDonald  
Jennifer Greiner  
Thomas Brown

**CLERGY AND STAFF**

The Rev. J. Randolph Alexander, Jr. (ralexander@icoh.net)	Rector
The Rev. Susan D. Parsons (sparsons@icoh.net)	Associate Rector
The Rev. Sarah Spurlock Biggs (sspurlockbiggs@icoh.net)	Assistant Rector
The Rev. Deacon Lo Selles (cselles@vts.edu)	Seminarian
Reggie Hayes (r.hayes9@me.com)	Postulant Intern
Daisy Colón (dcolon@vts.edu)	Seminarian
Dr. Jane Tavernier (jtavernier@icoh.net)	Director of Music
Tom Hewson (thewson@icoh.net)	Treasurer
Mollie Lambert (mlambert@icoh.net)	Assistant Treasurer
Aleta Y. Powell (apowell@icoh.net)	Parish Administrator
Tamika Martin (tmartin@icoh.net)	Audio Visual Technician
Gilma Balcarcel	Nursery Coordinator
Stuart Dahlinger	Sexton

**THE VESTRY**

Kristi Kubista-Hovis	Senior Warden
Gerry Anderson	Junior Warden: Building and Grounds, Creation Care
Peter Kent	Junior Warden: Administration
Amy Thomas	Adult Formation and Discipleship
Brad Ashton	Stewardship and Planned Giving
Mollie Lambert	Outreach
Kathy Lloyd	Senior Ministry
Kristi Kubista-Hovis and Kathy Lloyd	Children Youth and Family Ministries
Julie Bruns	Pastoral Care
David Atwood	Social Justice
Taylor Houck	Communications
Caroline Bergmark	Evangelism and Newcomers
Matt Haskin	Worship
Caroline Bergmark and Taylor Houck	Fellowship
Sydney Onley	Youth Representative (nonvoting member)
Caroline Bergmark	Registrar

**SCHEDULE OF SUNDAY WORSHIP SERVICES**

8:00 a.m. Holy Eucharist Rite I, Zabriskie Chapel  
 9:00 a.m. Holy Eucharist Rite I, Zabriskie Chapel  
 3606 Seminary Road, Alexandria, VA

10:30 a.m. Holy Eucharist Rite II, Immanuel Chapel  
 3737 Seminary Road, Alexandria, VA

*Online*

[www.immanuel-on-the-hill.org](http://www.immanuel-on-the-hill.org)  
[Immanuel's YouTube channel](#)

**PRIESTS ASSOCIATE**

The Rev. Dr. Ruthanna Hooke  
 The Rev. Jan A. Maas  
 The Rev. John R. Smucker  
 The Rev. Dr. Francis H. Wade

**RECTOR EMERITA**

The Rev. Dr. Margaret Ann (Sam) Faeth

**MISSION STATEMENT:** Immanuel Church-on-the-Hill is a Christian community in the Episcopal tradition, striving to be in relationship with God and each other as Christ has taught us, actively attempting to sense and to serve God's plan with great love. We are guided by Mark 16:15: "Go ye into all the world and preach the gospel," to learn, discern, and proclaim the Good News by being active ministers in the various communities where we live and serve.



**Parish Office**  
 3606 Seminary Road, Alexandria, VA 22304  
 Telephone: 703-370-6555, Fax: 703-370-0837  
[www.icoh.net](http://www.icoh.net)



Ways to GIVE