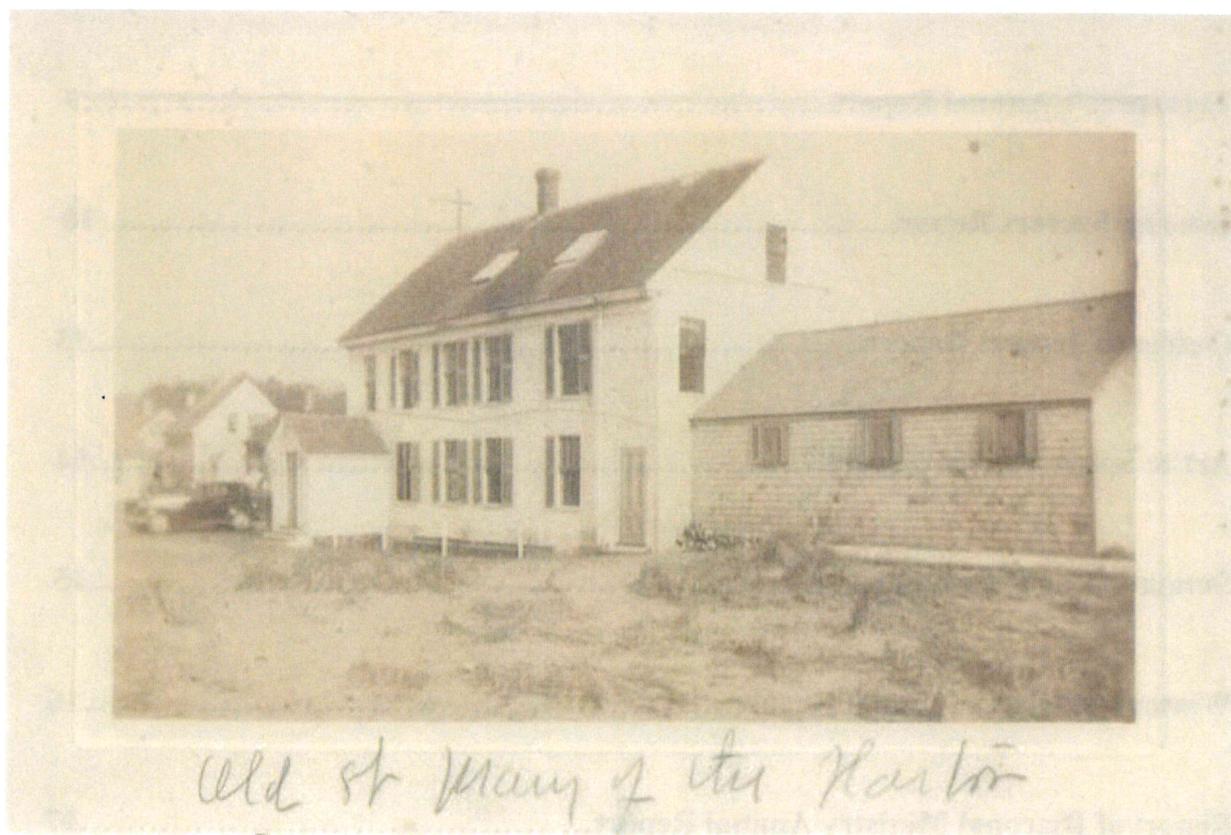


# St. Mary of the Harbor Episcopal Church

## Annual Report

June 26, 2022



Where the land, the sea, and the sacred meet

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The Church of St Mary of the Harbor

Warrant

Annual Meeting

June 26, 2022

Notice to hereby given of the Annual Meeting of the Church of St. Mary of the Harbor, 517 Commercial Street, Provincetown, Massachusetts. The meeting will be held at 11:30 a.m. on Sunday, June 26, 2022 in Nicholson Hall and online via a Zoom link that will be emailed to voting members. The meeting will act on the following:

1. Receive the minutes of the Annual Meeting of June 27, 2021.
2. Receive the Senior Warden's report.
3. Receive the report of the Rector.
4. Receive the report of the Nominating Committee and elect the following:

Two wardens, each for a one-year term

One treasurer for a one-year term

One clerk for a one-year term

Two vestry members, each for a three-year term

One Vestry member to fill an unexpired two-year term

Two delegates and two alternates to Diocesan Convention

Delegates to the Cape and Islands Deanery

Delegate to the Cape Cod Council Churches

Three members of the Nominating Committee, each for a one-year term

5. Reaffirm the by-laws of the parish.
6. Transact any other business that may properly come before the meeting.

# Agenda

Opening Prayer

Reading of the Warrant

Declaration of Quorum

Call to Order

Receipt and Acceptance of June 27, 2021 Annual Meeting Minutes

Senior Warden's Report

Treasurer's Report

Interim Rector's Report

Outreach Annual Report, Art & Spirit, Summer Fair, Winter Lunch Program  
Reports

Report of Diaconal Ministry Annual Report

Report of Nominations

Search Committee Report

Other business

Benediction

Adjournment

St. Mary of the Harbor Vestry Minutes Annual Meeting  
June 27, 2021

This meeting was done with ZOOM and started at 11:00 am due to the Covid Virus. This was meeting was held in a hybrid fashion where parishioners could view this on zoom or in person.

The Annual Meeting was convened by the Rector Terry Pannell with a moment of silence and a prayer.

Warrant

The Rector asked if a reading of warrant was needed. Those in attendance agreed unanimously to dispense with the reading of the warrant and to accept it as written. A quorum (36 view panels) was declared. The meeting was then called to order at 11:10 am.

Anita McGahan made a motion not to read the warrant.

Minutes

Minutes from the 2020 Annual Meeting were reviewed. With no corrections or discussion, a motion was made by Harry Ellsworth and seconded by Anita McGahan to accept the minutes. The motion passed unanimously voice vote.

Treasurer's Report

The report for 2020 was a financially very positive year for St. Mary of the Harbor. This was the result of parishioners stepping up to fund St. Mary's mission and ministry in a variety of ways.

- Bruce Mason inquired about the summary of the financial report and this was found in report.
- Anita McGahan emphasized the positive financial perspective in a strong and steady fashion due to the circumstances of Covid. It is a tribute that Mike has been able to provide the continuity of the 2 PPE loans (one forgiven, the second is in the bank); this has impacted positively our financial state. Your continued support through the pledges has stabilized our status.
- The church ended its fiscal year 2020 with Net Operating Income \$19,365 negative compared to the positive of \$22,922 for 2019.
- In 2019 St. Mary's Balance Sheet increased to \$857,027 from \$802,308.

A motion was made by John Loftin to accept the 2020 Treasurer's Report and Sharon Inger seconded. The motion was unanimously approved.

Rector Report was presented, and there were no questions.

Committee Reports

The committee reports had previously been distributed prior to the meeting by email and snail mail. Terry opened the floor for questions and comments by attendees.

- Outreach - Priscilla Jacket chairs this committee and there were no questions to the reports. The gross income was \$212,596 and 10% (\$21,560) was given to outreach.

## ***St. Mary of the Harbor Annual Meeting***

***June 27, 2021***

- Anita McGahan commented on how inspiring St. Mary's Outreach progress was done.
- Art & Spirit and Winter Lunches were cancelled due to the pandemic.
- Regathering Committee will be submitted in the revised report for 2021; however, Terry presented the following information and there was no comment from the congregation.

Since last spring 2020, in person services were suspended due to the CoVid. Terry Pannell established the Regathering Committee that included the following individuals: John Loftin, Pat Penza, Priscilla Jackett, Peter Kosewski, and Andi Sawyer; this team operated under Diocesan guidelines, developed protocols which were approved by the Vestry.

Limited gardening services took place during the month of October 2020. In church services with social distancing took place beginning after Easter 2021. Larger capacity and general seating began in the church mid-May and continues with masking required. The reinstatement of the in-person services, according to the Diocese of Massachusetts, started about May 2021.

A motion was made by Andi Sawyer to accept the 2020 Committee Reports and Carolyn Smith seconded the motion. The Nominating Committee motion was unanimously approved.

The Rector thanked the Nominating Committee for its work in recruiting candidates for the vestry and other positions. This year's slate of candidates was presented and followed by an invitation for nominations. By unanimous consent, the motion was passed, and the acting Clerk cast the ballot for the following candidates:

- Senior Warden, one-year term ending 2022: Patricia Penza
- Junior Warden, one-year term ending 2022: Tim Brown
- Treasurer, one-year term ending 2022: Mike Sutila
- Clerk of the Vestry, one-year term ending 2022: Gerri Spinella
- Vestry, two three-year terms ending 2024: John Carroll, Harry Ellsworth
- Vestry, to fill unexpired term ending 2023: Peter Kosewski
- Delegates to Diocesan Convention, two one-year terms ending 2022: Scott Turton and Carolyn Smith
- Alternates to Convention, two one-year terms ending 2022: Julia Perry
- Delegates to Cape & Island Deanery, two one-year terms ending 2022: Mary Jo Avellar, Maghi Geary
- Cape Cod Council of Churches, two one-year terms: Deacon Charlie Nichols, Julia Perry (Alternate) Maureen Cronin & Peter Graham
- Nominating Committee for 2022: Sharon Inger, Carolyn Smith, Andi Sawyer

A vote Anita McGahan made a motion to accept the slate of candidates and instruct the Clerk to cast a single vote on behalf of those in attendance. Dana Farris seconded the motion unanimously was taken to accept the slate of candidates for Vestry.

### Commissioning of Newly Elected Vestry Members

***St. Mary of the Harbor Annual Meeting  
June 27, 2021***

Before commissioning new Vestry members (Pat Penza, Harry Ellsworth, and Peter Kosewski), the Rector thanked outgoing members of Ollie Ahumty, Sharon Inger, and Mark Weinress for serving on the Vestry in various capacities through his six-year term. Terry Pannell shared that our prayers are with Mark and Tom.

Other Business:

1. Lee Ann Fanning stated that the Rector Terry Pannell deserves an Oscar for his hard work and beautiful on-line services during this time.
2. Priscilla Jacket stated that Art & Spirit will not be held this summer; however, Tim Brown, our junior warden will be chairing the Summer Fair, which will be held August 7.
3. Harry Ellsworth inquired about pledge envelopes and that this can be obtained from our office manager, Art Tupper. If you need assistance for your pledge payments, please contact Art Tupper, who works on Wednesday and Friday (10:00-5:00).

With no other business to conduct, Dana Farris made a motion to adjourn the meeting, Anita McGahan seconded the motion, and the meeting was adjourned.

Terry Pannell led us in prayer with the congregation.

Respectfully submitted,  
Gerri Spinella, Vestry Clerk

## Senior Warden's Report

The past year has been one filled with both challenges and blessings. In the fall of 2021, the Reverend Terry Pannell announced his retirement, after serving our parish for 15 years, to become effective on January 30, 2022. During the months that followed the announcement, the Vestry and Reverend Pannell worked together to prepare for the upcoming transition. The parish gave Reverend Pannell a warm farewell at his final service at St. Mary of the Harbor, which was attended by his many friends, including Bishop Gayle Harris.

Upon Reverend Pannell's departure at the end of January, work began to ensure the continuity of worship and other aspects of parish life at St. Mary's. Although finding supply clergy was challenging, the parish was fortunate to receive word from Regional Canon Kelly O'Connell that the recently retired Reverend William W. Rich would be interested in an interim rector's position at St. Mary's. Several members of the Vestry met with Reverend Rich and a letter of agreement was signed in February, 2022. Reverend Rich served as supply clergy for several weeks and became our official interim rector on April 1, 2022. The Vestry continues to be grateful for Reverend Rich's ministry among us; we have been blessed by his expertise, his wonderful preaching and his calm and patient demeanor during our time of transition.

Reverend Rich did not require housing, so the Vestry made the decision to rent the rectory for the upcoming summer season. This decision was not made quickly or easily, but after many conversations, the Vestry approved the rectory rental to J1 visa workers, with SeasCape Realty, Inc. acting as our rental agent. A small group of volunteers worked tirelessly to organize the rental, interact with town officials, move the location of mail delivery and clean and refurbish the building itself.

As we look forward to what is to come at St. Mary of the Harbor, I feel confident that we will continue our tradition of deeply meaningful worship and will work to strengthen our ministries. We will also begin to offer more opportunities to gather together, as conditions allow. I am very grateful for the support I have received from the parish as I navigate changes both expected and unforeseen in my role as your Senior Warden. The Holy Spirit is at work among us and through us, and the future looks bright!

Patricia Penza  
Senior Warden



**Church of St. Mary of the Harbor**  
**Treasurer's Annual Report**  
**June 26, 2022**

2021 was again a financially challenging year for St. Mary of the Harbor due to the ongoing Covid-19 Pandemic. We made it through the year because parishioners stepped up to fund St. Mary's mission and ministry.

St. Mary of the Harbor ended the fiscal year 2021 with Net Operating Income after expenses of - \$23,603 compared to - \$18,732 for 2020.

**INCOME:**

- 2021 Pledge & Plate Income was \$154,727. This was a decline of -\$8,845 from the prior year.
- Seasonal Offerings were \$10,420 compared to \$12,425 the prior year.
- Special Events: Art & Spirit was canceled, and Summer Fair was planned but then canceled due to the pandemic. Though we did receive donations for the Summer Fair of \$5,110
- Gifts & Bequests totaled \$26,285 compared to \$22,830 during 2020 which was much appreciated considering the loss of revenue from Special Events.
- The Rector's Discretionary Fund donations totaled \$2,264 compared to \$5,647 for 2020. Thank you to those parishioners who donated funds to the RDF for those in need in Provincetown.

**EXPENSES:**

- Fortunately, during 2021 we controlled expenses which were \$230,543 vs. \$234,328 in 2020 (-\$784)
- During 2021 we applied for and received relief in reducing the Diocesan Assessment which amounts to 4 months of payments.
- All other expense category totals in 2021 were consistent with prior year amounts.

**BALANCE SHEET:**

- St. Mary's Balance Sheet increased by \$61,399 from \$899,683 in 2020 to \$961,082 in 2021. Not far from the million-dollar mark!
- Cash flow of \$33,808 was steady and we were still able to pay bills associated with the Diocesan Assessment and Outreach Commitments.
- In 2021 we applied for and received a second Federal Government PPP Loan of \$26,057 with both PPP loans for two years totaling \$54,909. The 2020 PPP Loan was forgiven in April 2021, and I am currently in the process of applying for the forgiveness of the 2021 PPP Loan with a deadline of July 10, 2022.

Thanks go to our very generous parish community. As in the past, The Vestry and I are extremely grateful for your ongoing commitment of volunteer time, financial support, and generosity. Without it, there is no ministry.

## Interim Rector's Report

Thank you for your warm welcome to me in the months I have been with you. As you well know, from the time of your last Annual Meeting in June 2021, the parish continued to be led by your previous rector, the Rev. Terry Pannell, until his retirement on February 6, 2022. For the remaining Sundays of February and those of March, you were served on Sundays by supply priests. I started my tenure with you on April 1, 2022, after signing a one-year contract with the Vestry and the Diocese to serve you during the interim period as you conduct the search for your next Rector. My contract is for twenty hours a week, and I am usually at the church on Wednesdays, sometimes on Fridays, and, of course, always on Sundays. I am also available for pastoral matters at times when I am not at the church.

If your new Rector has not arrived by the end of March 2022, my contract can be extended until your new Rector arrives, or the contract can be shortened in the unlikely possibility that your new Rector should be available to begin serving St. Mary's before the end of March. An interim rector can never in any circumstance be considered as a candidate to become your new Rector.

To give you a sense of the tasks that are at the center of my work with you, I am quoting below (in italics) from the template that the Diocese of Massachusetts suggests for an Interim Priest's Letter of Agreement.

*The major goal of the ministry of the Interim Priest is to prepare the congregation for the next phase of their life together. To this end, the Interim Priest shall:*

- ❖ *help the congregation deal with a sense of loss and any unresolved issues arising from the departure of previous clergy,*
- ❖ *deal with internal conflicts if any and help heal any divisions within the congregation.*
- ❖ *help the Vestry, lay leaders and staff make such changes as may be needed to align parish life and administration with generally accepted standards in our Diocese.*

*The primary tasks of the Interim Priest shall be to:*

- ❖ *work with the Vestry and other lay leaders to maintain the regular schedule of worship services and preaching, education, pastoral care and pastoral offices (weddings, funerals, baptisms),*
- ❖ *calling upon the sick and shut-in, visiting newcomers, and ongoing administration of the parish,*
- ❖ *supervise all parish staff in the exercise of their responsibilities and ministries, for which they shall be accountable to the Interim Priest. If it is necessary in the transition time to hire or terminate staff, the wardens shall take those actions, given their canonical responsibility for the parish between rectors.*
- ❖ *support the Vestry in its responsibilities.*

You will notice that the Interim is NOT charged with conducting the search process. That work is done by all the members of the parish, led by the members of the Search Committee. Along with the Diocesan Search Consultant (Elinor Horner), I will be supporting the discernment work that you and the Search Committee do. But it is important that the Interim not interfere with or unduly influence the search process. Rather, it is you as a parish and the Search Committee together that will do the work of reflecting on who you have been, who you want to be, and how you want to minister as the Body of Christ in this place under the leadership of your next Rector. By my preaching and teaching, I will do my best to help provide spiritual guidance and sustenance as you discern your future ministry, and seek the Holy Spirit's guidance for who best will lead you into St. Mary's next chapter of ministry.

It is a privilege and pleasure to serve you as your Interim. I am enjoying my time with you, and as I get to know you, I am seeing the many ways in which the Spirit is at work in your midst. The work that I do would not be possible without the leadership of your Senior Warden, Pat Penza, whose support and guidance is invaluable. The other officers of the Vestry – Tim Brown (Junior Warden), Mike Sutula (Treasurer), and Gerri Spinella (Clerk) – together with the other members of the Vestry, and other parish leaders, make sure that the ministries of the parish continue to flourish, and that the buildings and grounds are kept in good working order. All of us owe them an enormous debt of gratitude for all the work they do to keep St. Mary's a thriving center of ministry in Provincetown. I am deeply grateful also to the parish's two deacons – Bruce Mason and Charlie Nichols – for

all that they do to contribute to the worship and pastoral care that St. Mary's offers to the glory of God and the good of the people of the parish, as well as the people of Provincetown and the Outer Cape.

In the months ahead, I look forward to getting to know you better. In this time of transition, together we will continue to delight in worshipping the God whose love and inspiration sustain us. And together we will entrust ourselves to the guidance of the Holy Spirit who will lead you in your discernment and in the call of your next Rector.

Blessings and peace, in the love of Christ,

*Bill*

William W. Rich  
Interim Rector

St Mary of the Harbor  
Outreach CY2021  
Annual Report

With COVID-19 once again impacting our year, from restricting plate income by reducing services to one in-person per week to cancelling the Art & Spirit Auction, The Summer Fair, and other smaller events, we are amazed that we were able to meet and slightly exceed our pledge to give 10% of our income to Outreach!

Gross Income: \$209,940

10% to go to Outreach: \$20,940

We gave \$22,046 an excess of \$1106 over our 10% commitment.

Recipients in 2021:

- Diocesan Assessment Outreach \$7311
- Rector's Discretionary Fund \$2366  
A confidential fund that the Rector dispenses at his/her discretion to those in need, primarily to help with rent, medicine, medical care, and car repairs.
- Soup Kitchen of Provincetown (SKIP) \$1800
- Winter Lunches (Jan & Feb 2020) \$ 370
- Baobob Home & Steven Tito School, Tanzania \$2000 (5/5 payment of the \$10,000 pledge)
- Homeless Prevention Council \$2000 (3/5 payment of the \$10,000 pledge)  
Both pledges based on previous years' bequests of \$100,000 each
- Nauset Interfaith Association \$ 200  
An organization St Mary's participates in to provide mutual support among the 20 member congregations, to work for the common good of the lower and outer cape communities, especially standing with the poor, oppressed and marginalized.
- Diocese of Jerusalem (Good Friday) \$ 500
- Haiti Relief (Christmas 2020) \$2000
- HOW (Susan Mitchell & Bill Carlson concert) \$ 975
- Amazing Grace Camp (Easter, 2021) \$2500  
For children of incarcerated adults, sponsored by St Mary's, Barnstable.

FYI: The report does not include checks written after the close of 2021 for the Thanksgiving and Christmas 2021 offering: \$1520 for Seguimos Adelante and \$1500 for Episcopal Relief & Development for Ukraine, respectively. These will be reported in the CY2022 Report.

Respectfully submitted,

Priscilla Jackett, Chair

Joan Boudreau, Anne and Alec Marshall, Lynne Martin and Deborah Minsky

# Art & Spirit

## CY 2021 Annual Report

Due to the ongoing COVID pandemic, it was decided to suspend the Art & Spirit auction for 2021.

Efforts are being made to find a suitable software program to launch a Virtual Auction to last several days late summer of 2022. Information will be forthcoming as plans develop.

St. Mary's Summer Fair is a tradition in Provincetown that residents and visitors look forward to every year. It is one of our biggest fund raisers for the church with the proceeds used to help the surrounding community. As you know, due to COVID we were unable to have The Fair in 2020 and 2021. With COVID infections 7-day average new infection rate in the 30% range, we've decided to move forward and have The Fair again. This year, in keeping with tradition, The Fair will be the first Saturday in August, the 6th.. The storage bin will be arriving in the next few weeks for all those treasures you've been holding on to and didn't know why.

The Fair is a combined effort of many people here at St. Mary's. Its success is dependent on the ideas and participation of everyone. Some of our long-time volunteers are not able to help out this year, and others have moved away. We are going to need many new volunteers in order to make The Fair a success. Please carefully consider volunteering. We hope you will all spread the word around inviting friends and family to a day filled with fellowship, fun and the largest yard sale this end of the Cape

Look for information and updates on The Fair via Constant Contact as The Fair gets closer.

John Carroll-Yagel

Chairperson for The Summer Fair.

## St. Mary of the Harbor Winter Luncheons for 2022

St. Mary of the Harbor continued offering their Winter Luncheons in January and February of this year, managed by Mary Jo Avellar (our Safe Serve expert) and Julia Perry ("Runner"). We originally intended to offer sit-down lunches, but as the COVID numbers went up at the end of last year, the Vestry voted to limit it to take-out. We were scheduled for eight lunches, but the Vestry voted to cancel the one for the last weekend of January because of an expected blizzard.

The seven lunches were a big success. We served approximately 60 people each weekend. We had two take-out stations set up - one at the Parish Hall counter where people came in the back door of the Parish Hall and out the front, and another for drive-ups at the front of the Church (the idea of Charlie Nichols and Christine Niles). Our Chefs - Mary Jo Avellar, Tim Brown, Charlie Nichols and Christine Niles), Rosemary Otocka, Sue Peters, and John and John - provided delicious entrees, that were supplemented with salad, bread, and dessert.

We look forward to eating together again in the future.



## **Report of Diaconal Ministry for the 2022 Annual Report From The Rev. Charlie Nichols**

It is often said a deacon stands with one foot in the church and the other in the world. To that end, allow me to share with you where my feet took me in the past year.

### *One foot in the church ...*

In the past year I served at the majority of Sunday services when we resumed in-person worship, and on average, I preach once a month. I continued hosting Wednesday Noonday Prayer which began in May of 2020, and since March of 2020, I continue to offer a twice-weekly reflection that includes a poem and a prayer. So many of you have spoken or written to me to say that these offerings have been nourishing, for which I am deeply grateful.

During this Lent I hosted a book discussion on Wednesday evenings using *Inspired: Slaying Giants, Walking on Water, and Loving the Bible Again* by Rachel Held Evans. Also during Holy Week, I wanted to have a worship offering each day so with Fr. Rich, we jointly offered Evening Prayer on Monday, Tuesday, and Wednesday of Holy Week. While very few people attended in-person, we did have 15-18 daily views of the livestream.

I have never been part of an 8:00 service at St. Mary's, and I look forward to taking part this summer.

### *The other foot in the world ...*

My primary activity in the world is to serve as co-convener of the Nauset Interfaith Association, an interfaith consortium of 25 faith communities on the Lower and Outer Cape. Provincetown is well represented as all four denominations are members. We meet monthly from September to June, and host several programs during the year.

I also serve on the steering committee for Food4Kids, a summer food service program hosted by Church of the Holy Spirit in Orleans. Last summer, over nine weeks, our 13 sites served nearly 28,000 meals. On average, we served lunch to 447 children each day in July when all programs were running. Childhood hunger is a hidden reality on Cape Cod and it takes a village - or more accurately it takes 8 villages - to meet the needs of the children and their families on the Lower and Outer Cape.

Also, for the past two years, along with Deacon Bruce, I represented St. Mary's to the Provincetown Meeting Needs Group. This group, convened by Provincetown Health Director Morgan Clark, brought the town's services and non-profits together to share resources, and support one another during the pandemic.

I am most grateful for the privilege to serve as Deacon at St. Mary of the Harbor and I thank God for calling me at this time to this place.

Respectfully submitted,  
The Rev. Charlie Nichols, Deacon

## Report of Nominations

The slate below was prepared by the current vestry in vestry deliberations. It is the work of the Nominating Committee to gather and present the slate of nominees for various openings in the life of the parish. However, this year, the vestry presented this slate to the Nominating Committee. In the interest of continuity during this time of transition, the Nominating Committee has accepted the slate proposed by the vestry.

The Nominating Committee thinks it would be valuable for the cadre of parish leaders to reflect a balance between parishioners who are regularly in attendance at services six or more months of the year, and those who are weekend/summer parishioners. During this time of transition between rectors, the Committee hopes that the parish will continue to reflect on and converse with one another about this balance in preparation for next year's Annual Meeting.

### Vestry Officers

Senior Warden Pat Penza

Junior Warden Tim Brown

Treasurer John Loftin

Clerk Gerri Spinella

### Vestry Members

For three-year terms ending June 2025

Mike Sutila

Anita McGahan

### Delegates to Convention

Carolyn Smith

Scott Turton

Alternate Julia Perry

### Delegates to Deanery

Mary Jo Avellar

Maghi Geary

Nominating Committee 2023

The tradition of the Vestry of St. Mary's of The Harbor has been for the Nominating Committee of the following year to be those members of the Vestry finishing their term. In the event when no members are finishing terms, the Vestry has appointed two or three recent previous members who have finished their terms. (That was the case in 2018 and 2022, which only had one member finishing.) Since no one will be finishing a term in 2023, the present Nominating Committee is making no recommendations for the Nominating Committee, but leaving the decision up to the Vestry regarding the 2023 members of the Nominating Committee.

Respectfully submitted

Carolyn Smith

Andi Sawyer

Sharon Inger

### Search Committee Report

The Search Committee was appointed by the Vestry to lead the parish through the prescribed process for finding a new rector. We received our charge at a joint retreat on May 14 facilitated by the diocesan consultant. Subsequently we organized ourselves by assigning roles and scheduling a regular meeting time. We crafted a prayer for use during Sunday services in the Prayers of the People. We are currently organizing the “self search” portion of the process through which parishioners assess the current state of the parish and express our aspirations for the future and the qualities we are looking for in a rector to lead us on that journey. We anticipate hosting a series of small meetings, both online and in person, followed by a written survey, and perhaps culminating in a parish-wide meeting, to gather information for a published profile. We look forward to and appreciate your support through your participation and prayers.

Respectfully submitted,  
Bill Glass  
Chair