

**Report of the Vicar to
St. Gregory's Episcopal Church
January 29, 2012**

Although I did not make the decision to retire until December 2011, I nevertheless spent a good deal of time and effort during this past year in beginning the process of transition – recruiting and training people to take over some of the ministries that I have responsibility for. My primary work at St. Gregory's during 2011 was in the following areas:

1. Liturgical

- **Celebrated and preached**, assisting worship at services on Sunday morning. I cut back to preaching on Sundays only once a month during most of this past year, but I often assisted at both 9 and 11 O'clock services even when not preaching.
- Trained volunteers to lead **Children's Church**. Annette Baez, Sharon Henley-Gramer, and Lorilee Bieslski were trained during this past year, and Annette has now assumed the leadership of Children's Church. Another innovation we implemented in Children's Church was to ask 8-9 year olds to return to Children's Church as leaders of the prayers and readers of the Bible passages. We began working to make the Children's Church a more intentional training ground for 9 o'clock readers.
- **Celebrated and preached at the Wednesday morning Holy Eucharist and Healing Service**. I developed two new seasonal liturgies as well as a liturgy to be used by a lay leader. We have begun to use this special service once a month to ensure the continuation of that important worship service when I am unavailable. This past year, I maintained the Continuing Intercession List which is used on Wednesday mornings, but that function has now been turned over to the church office to maintain.
- Worked with the Atrium teachers to make some modifications to the **Service of Light on Easter Eve**. This service continues to grow every year, and this past year we doubled our attendance. I will continue to work with the Atrium teachers to ensure the continuation of that important liturgy for our children and their parents in preparation for Easter.

2. Pastoral Care

Provided **pastoral care to the sick and shut-in members of the congregation**. This ministry consumed a major amount of my time during the past year. I visited at least three church members or families each week. In addition I shared with the rector visiting and taking communion to hospitalized church members. Fortunately, during the year Susie Dutcher began to assume pastoral care responsibilities..

3. Grovers bible study fellowship.

This group doubled in size this past year with 15-20 people attending each bi-monthly gathering. We are just completing a study of *Islam and Christianity*. This group has become a primary source of prayer and spiritual development for its members. I have been intentional about encouraging members of this group to assume more leadership roles in our prayer and study. .

4. Volunteer technical and computer assistance.

Throughout this past year I provided **computer and technical support and repairs**, prepared the **PowerPoint for Gregorys Sundays** and the **annual Christmas pageant**. I provided the Finance Committee with a list of needed upgrades and replacements for this coming year. The budget amounts were approved, but I have not found anyone to take over the purchasing and installing of the new equipment. This could not be done in 2011 prior to my retirement because the funds were not available until this year's budget. I also worked with Lorilee Bielski to provide updates and modifications of the web pages. In addition I have been working with the treasurer to update the list of current members for our data base. In the meantime I developed an updated list of all current members for use in mailing labels and other forms of communications

5. Service to the Greater Church.

- During the year I served on a **special Diocesan Task Force for the Total Ministry** for the Diocese. We were able to complete that work this past year and made our report to the Commission on Ministry.
- Continued to **mentor and provide spiritual direction** to two deacons, a lay person, and a person in the discernment process.
- I continued my advocacy work with **Lake County United** as well as **Faith in Action Volunteers**.

As I conclude this report of my ministries during 2011 as your vicar, I realize that there are still a number of areas in which volunteers are needed if these ministries are to continue. I hope this report will serve as a "call" to volunteers to assume some of the work that I have done as your vicar.

Faithfully submitted,



The Rev. Meredith Woods Potter
Vicar Emeritus