

DIRECTORY OF MINISTRIES OR COMMITTEES

LEADERSHIP OF CHRIST EPISCOPAL CHURCH

111 SOUTH CHURCH STREET

SMITHFIELD, VIRGINIA 23430

May 8, 2022

BISHOP SUSAN B. HAYNES

DIOCESE OF SOUTHERN VIRGINIA:

ADDRESS: 11827 CANON BLVD./NEWPORT NEWS VA 23606-3071,  
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SUPPLY PRIEST REV. CARLETON BAKKUM

CHRIST EPISCOPAL CHURCH

111 S. CHURCH ST., SMITHFIELD, VIRGINIA 23430

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PROFILE OF MINISTRY OR COMMITTEE

I LEADERSHIP:

1. *Date: 03/25/2022*

2. *Title of Ministry or Committee: The Diocese of Southern Virginia*

3. *Chairperson or Primary Contact:*

*Name: The Right Rev. Susan B. Haynes*

*Address: 11827 Canon Blvd. Suite 101*

*City/State/Zip Code: Newport News VA 23606-3071*

*Phone Number: 757-213-3381*

*Email Address: bishop@diosova.org*

4. *Ministry Members:*

*Staff and Parishioners of Episcopal Churches in the Diocese.*

5. *Statement of Mission or Purpose (as adopted at the 101<sup>st</sup> Annual Council):*

*We the people of Southern Virginia are called to seek the reign of God, to be a people of hope, healing, commitment and compassion*

*As witnesses to Christ's resurrection, we are challenged to grow spiritually, live courageously, and celebrate our diversity.*

*With Jesus at our center, we act in his name, reach out to the world, and proclaim the love of Christ.*

6. *Brief Description of Origins and Primary Activities:*

*The Diocesan form of organization dates back to the Acts of the Apostles. The primary activity is to provide oversight in the office of Bishop, the diocese and for the respective parishes. Canon Rev. Roy Hoffman now serves as Bishop Haynes' liaison with Christ Episcopal Church in Smithfield VA.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 04/09/2022*

2. *Title of Ministry or Committee: Supply Priest of Christ Church & Vicar of Historic St. Luke's Church*

3. *Chairperson or Primary Contact:*

*Name: Rev. Carleton Bakkum Address: Christ Episcopal Church, 111 South Church Street*

*City/State/Zip Code: Smithfield, VA 23430-2326*

*Phone Numbers: (757) 357-2826*

*Email Address: cecadmin@christchurchsmithfield.org*

4. *Ministry Members:*

*Staff & Parishioners of Newport Parish, Diocese of Southern Virginia*

5. *Statement of Mission or Purpose:*

*The Supply Priest provides the following basic services to maintain our attention to the Church's Mission until a Priest chosen by parishioners assumes the duties of Rector:*

- *Weekly worship service*
- *Pastoral care as needed*

6. *Brief Description of Origins and Primary Activities:*

*The position of Priest in the life of the church is well-founded in the history of our denomination. Primary functions are:*

- *Leadership of worship and spiritual life of the Parish*
- *Selection and direction of clergy and staff*
- *Education of all ages in the scriptures...and in the exercise of their ministry as baptized persons*
- *Preparation and conduct of services for baptism, confirmation, reception & reaffirmation*
- *Administering Sacraments as required by Church Canons*
- *Interaction with St. Luke's, the Diocese and community*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Deacon of Christ Church

3. **Chairperson or Primary Contact:** VACANT

**Name:** (Position last held by Edith Raby--Retired 2017)

**Address:** Christ Episcopal Church, 111 South Church Street

**City/State/Zip Code:** Smithfield, VA 23430-2326

**Phone Numbers:** (757) 357-2826

**Email Address:** cecadmin@christchurchsmithfield.or

4. **Ministry Members:**

**Staff & Parishioners of Newport Parish, Diocese of Southern Virginia**

5. **Statement of Mission or Purpose:**

**To provide leadership and inspiration in support of the Church's Mission in the life of Christ Episcopal Church.**

6. **Brief Description of Origins and Primary Activities:**

**Following the New Testament model for deacons in the Acts of the Apostles, a deacon is called to engage in ministry to the world caring for the poor, the sick, and the needy. The retired deacon performed her work with a number of the ministries listed in this document. She acted as an arm of Christ Church in the world and is also called to encourage all of us to go out into the world and serve Christ in every person. Edith has also performed the liturgical roles assigned to a deacon, including the reading of the Gospel at the 11 o'clock service.**

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Trustees

3. **Chairperson or Primary Contact:**

**Name:** Bob McGreevy

**Address:** 11165 Park Place

**City/State/Zip Code:** Smithfield, VA 23430

**Phone Numbers:** (757) 357-4719

**Email Address:** mcg5070@aol.com

4. **Ministry Members:**

**Bill Egan, Gordon Holloway, Leigh Leaman, Wayne Willis**

5. **Statement of Mission or Purpose:**

**While Christ Episcopal Church occupies the sites on and adjacent to 111 South Church Street, the Episcopal Diocese of Southern Virginia is the titled owner of the property. CEC Trustees serve as legal guardians of the Christ Episcopal Church property, located in the Diocese's Newport Parish.**

6. **Brief Description of Origins and Primary Activities:**

- **Section 57-8 of the Code of Virginia requires that the Trustees, as guardians of the property, be registered as such with the Commonwealth Court in Isle of Wight County.**
- **The Trustees act under the direction of the Vestry to coordinate their decisions impacting on property rights with the Diocese.**
- **They also award scholarships and financial support to Historic St.Luke's Church funded by the Nannie Gary Blackwell Trust.**

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Vestry*

3. *Chairperson or Primary Contact:*

*Name: Annamaria Pencola, Senior Warden (Chair)*

*Name: Tim Jones, Jr. Warden (Building and Grounds)*

*City/State/Zip Code: Christ Episcopal Church, 111 South Church Street, Smithfield, VA 23430*

*Phone Numbers: (757)357-6991*

*Email Address: cchurchsfd@verizon.net*

4. *Ministry Members:*

- *Jr. Warden: Tim Jones: (See Building and Grounds)*
- *Vestry: Doug Caskey, Mary Cole, Fred Chapman, Sue Plummer, Anita Wyrick*

5. *Statement of Mission or Purpose:*

*To support the mission of Christ Church through effective management of the church's business operations in accord with Church Canons, applicable laws and regulations and industry practices. (NOTE: CEC is a 501©(3) non-profit corporation licensed in the State of Virginia.)*

6. *Brief Description of Origins and Primary Activities:*

*The Vestry establishes goals each year. For 2022 they are:*

- *Prepare budget and develop a Strong Financial Base to attract fulltime rector;*
- *Strengthen Organization and Vestry Trust;*
- *Improve Spiritual Well-Being of Church Family (aka In-Reach);*
- *Improve In-Reach within Church and Outreach to Community*



**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/16/2022

4. **Title of Ministry or Committee:** Registrar

5. **Chairperson or Primary Contact:**

**Name:** VACANT

**Address:**

**City/State/Zip Code:**

**Phone Numbers:**

**Email Address:**

4. **Ministry Members:**

**Christ Church Rector and Vestry**

5. **Statement of Mission or Purpose:**

**To support the business functions of the Vestry by taking minutes of meetings and preserving registers of its formal proceedings.**

6. **Brief Description of Origins and Primary Activities:**

**The need for an organization to maintain written records of its formal actions is well established. The registrar takes notes during meetings, drafts minutes and circulates them for comment by the participants, incorporates comments and finalizes the documents; and distributes minutes to the entire congregation for reference. Final approval of the minutes is made at the next business meeting of the Vestry. Minutes may then be shared with Parishioners. Records of formal proceedings of the Vestry are stored in a safe and accessible place for reference by Vestry members and Parishioners.**

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 01/01/2015*

2. *Title of Ministry or Committee: Historian*

3. *Chairperson or Primary Contact:*

*Name: William C. Wyrick*

*Address: 108 N. James Landing Ct.*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 357-0085*

*Email Address: wwyrick0885@charter.net*

4. *Ministry Members:*

*Rector, Staff, Vestry & Parishioners*

5. *Statement of Mission or Purpose:*

*To support the mission of Christ Church by compiling and preserving records of its notable actions and activities.*

6. *Brief Description of Origins and Primary Activities:*

*Preserving the corporate memory of an organization provides a valuable resource with which the church may honor its past and plan for its future. The Historian compiles and preserves records from a variety of sources, including, but not limited to church bulletins and publications, official correspondence, minutes of Vestry meetings, photos, memorabilia, oral histories and reports in the media. These are organized and stored in a safe and accessible place for reference by Christ Church staff, Vestry and Parishioners. Records may also be released to the public upon request of and with the approval of the Vestry. An ancillary duty is grant-writing.*

DIRECTORY OF MINISTRIES OR COMMITTEES

II. ADMINISTRATION

*Chairperson or Primary Contact:*

*Name: Wayne Willis*

*Address: 108 Watch Harbor Circle*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 357-9710*

*Email Address: w.wills@charter.net*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 02/04/2022

2. **Title of Ministry or Committee:** *Building and Grounds*

3. **Chairperson or Primary Contact:**

*Name: Tim Jones, Junior Warden*

*Address: 54 Riverside Drive*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 404-6603*

*Email Address: noreasterkayaking(@)yahoo.com*

4. **Ministry Members:**

- *Bill Egan – Engineering Consultant, Preservation Team*
- *Christ Church Volunteers as needed*
- *Contractors: TBA*

5. **Statement of Mission or Purpose:**

*Maintain the building and grounds in good working order within budget constraints. Priorities are established on the basis of Beginning of Year Inspection conducted by the Junior Warden. With the approval of the Vestry and with direction from the Junior Warden, some functions may be performed by contractors with direction from the Junior Warden.*

4. **Brief Description of Origins and Primary Activities:**

*Address problems that arise and be proactive in planning where possible. Actions are undertaken on the basis of determinations of need by the Vestry after review of budget and analysis of problems. React to emergencies as required Decisions are based on generally accepted principles of project management.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

5. **Title of Ministry or Committee:** Treasurer

6. **Chairperson or Primary Contact:**

**Name:** Bob Amato, Treasurer

**Address:** 16672 Longview Drive

**City/State/Zip Code:** Smithfield, VA 23430

**Phone Numbers:** (757) 373-2258

**Email Address:** treasurer@christchurchsmithfield.org

4. **Ministry Members:**

**Finance Committee:** Wayne Willis (Chair), Leigh Abbott, Mike Adams, William Wyrick

5. **Statement of Mission or Purpose:**

*To support the mission of the church through the conduct of sound and effective financial operations.*

6. **Brief Description of Origins and Primary Activities:**

*Working in tandem with the Finance Committee, the Treasurer is responsible for the conduct of financial operations required to support the spiritual activities of the church. Major initiatives include development of financial policies and procedures, drafting the annual budget, tracking income and expenses and assessing performance. The Treasurer reviews all bills submitted to the church, seeks adjustments where necessary and ensures their payment. The Treasurer also provides financial reports to the Vestry and relevant information to the Stewardship Committee.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Finance

3. **Chairperson or Primary Contact:**

**Name:** Wayne Willis

**Address:** 108 Watch Harbor Circle

**City/State/Zip Code:** 23430

**Phone Number:** (757) 357-9710

**Email Address:** w.willis@charter.net

4. **Ministry Members:**

**Treasurer Bob Amato, Leigh Abbott, Mike Adams, William Wyrick**

5. **Statement of Mission or Purpose:**

**To support the mission of the church through the conduct of sound and effective financial operations.**

6. **Brief Description of Origins and Primary Activities:**

**This ministry is responsible for business operations required to support the spiritual activities of the church. Major initiatives include development of financial policies and procedures, drafting the annual budget, tracking of income and expenses and assessing performance. Recommendations are referred to the Vestry for action. New financial procedures have been drafted in accord with church canons, policies and guidelines.**

**PROFILE OF MINISTRY OR COMMITTEE**

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Stewardship*

3. *Chairperson or Primary Contact:*

*Name: Anita Beth Wyrick*

*Address: 108 N. James Landing Ct.*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Numbers: (757) 357-0885*

*Email Address: wwyrick0885@charter.net*

4. *Ministry Members:*

*TBA.*

5. *Statement of Mission or Purpose:*

*To obtain support for the temporal and spiritual growth of the church through gifts of time, talent and funding.*

6. *Brief Description of Origins and Primary Activities:*

*Financial support and volunteer efforts are crucial to the survival and success of Christ Church. Primary functions are review of proposed budget, analysis of resources, planning and implementation of budget campaign and follow-up. Campaign activities usually include meetings with the congregation, calls on parishioners, mailings, tracking of progress and assessment of results.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Counters*

3. *Chairperson or Primary Contact:*

*Name: Christ Church Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: Smithfield VA 2430*

*Phone Numbers: (757) 357-2826*

*Email Address: cecadmin@christchurchsmithfield.org*

4. *Ministry Members:*

*Volunteers from Congregation whose duties are assigned and scheduled by the Church Administrator.*

5. *Statement of Mission or Purpose:*

*To provide support to the Treasurer through accounting for income from offerings received at formal Christ Church Services and preparing them for deposit.*

6. *Brief Description of Origins and Primary Activities:*

*This is an essential step in our financial operations designed to ensure that donated income received at services is promptly and efficiently processed for deposit so that, in turn, these monies can be accurately processed when placed in Christ church accounts. Instructions for accomplishing this routine are contained in Christ Church Financial Procedures on file in the Church Office. The Church Administrator schedules assignments for this duty.*



PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Memorial Gifts Committee*

3. *Chairperson or Primary Contact:*

*Name: Suzanne Peterson*

*Address: 21187 Rescue Rd/P. O. Box 88*

*City/State/Zip Code: Rescue VA 23424*

*Phone Number: (757) 357-0909*

*Email Address: rsq@beldar.com*

4. *Ministry Members:*

*Judy Cutler*

5. *Statement of Mission or Purpose:*

*To keep a record of memorial gifts to the church, to send thank you notes to all donors and families for whom donations are made and to serve as clearinghouse for future memorials.*

6. *Brief Description of Origins and Primary Activities:*

*The committee was formed to serve as a bridge between donors and the church. It coordinates contacts between donors and the Vestry to ensure that the wishes and interests of all are well served in the disposition of these special donations. The committee meets at least twice a year to update its list of priorities as designated by the rector. Priorities are suggested for future memorial gifts. A book of remembrances is kept and updated quarterly.*

**PROFILE OF MINISTRY OR COMMITTEE**

**1. Date: 03/31/2022**

**2. Title of Ministry or Committee: Parish Administrator**

**3. Chairperson or Primary Contact:**

**Name: Christ Church Administrator Elizabeth Harris**

**Address: 13452 Lakeside Circle**

**City/State/Zip Code: Smithfield VA 2430**

**Phone Numbers: (757) 357-2826**

**Email Address: cecadmin@christchurchsmithfield.org**

**4. Ministry Members:**

**Volunteers from Congregation as needed.**

**5. Statement of Mission or Purpose:**

**To manage Christ Church office operations in order to facilitate the efficient administration of church business.**

**6. Brief Description of Origins and Primary Activities:**

**Tasks include, but are not limited to, the following:**

- Keep office open and operable during business hours;**
- Track communications of office with parishioners and public and make referrals to staff for action;**
- Coordinate distribution of church publications to Parishioners and Public;**
- Prepare weekly bulletins for Sunday services,**
- Schedule use of church space and support of Sunday services by volunteers;**
- Coordinate arrangements for special services.**

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Christ Church Communications both internal to Christ Church and external to Diocese and Community*

3. *Chairperson or Primary Contacts:*

- *Distribution of Service Bulletins, Announcements and Volunteer Assignments: Church Administrator Elizabeth Harris*
- *Web Site: Theresa Franz (Contractor)*
- *The WORD Newsletter: Martha Underwood*
- *Facebook: Leigh Leaman, Eric Leaman, Mary Cole*
- *News Articles, Event Announcements, Community and Diocese Communications: Mary Cole*

4. *Ministry Members:*

*Members include the editors of the publications listed above and all those who contribute information for release in them.*

5. *Statement of Mission or Purpose:*

*These media foster communications among members who participate in a number of diverse activities within Christ Church. They also provide information to potential members about our church family and its functions.*

6. *Brief Description of Origins and Primary Activities:*

*Communication—both internal and external— is a key to the success of any organization, especially a church such as ours. Ms. Harris' issuances from the church office provide weekly updates on church happenings. The website is a store of information about CEC's organization and doings for both members and web browsers alike. The newsletter highlights church initiatives and achievements on a monthly basis for both parishioners and the public alike.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Columbarium*

3. *Chairperson or Primary Contact:*

*Name: Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: 23430*

*Phone Numbers: (757) 357-2826 and cell (757) 377-9799*

*Email Address: harris.spirit60@gmail.com*

4. *Ministry Members:*

*Church Staff and Volunteers as needed*

5. *Statement of Mission or Purpose:*

*To facilitate placement of remains in the Christ Church Sanctuary in accord with wishes of supplicants.*

6. *Brief Description of Origins and Primary Activities*

*Our Coordinator assists families of deceased Parishioners in arranging for the placement of remains in the Christ Church Columbarium, located in the Sanctuary. Given the solemn and sensitive nature of this ministry, the placement of remains must conform with the Christ Church "Columbarium Guidelines."*

*Note: "Columbarium Guidelines," include the required "Columbarium Contract," both available in the Church Office.*

DIRECTORY OF MINISTRIES OR COMMITTEES

III. CHURCH FAMILY IN-REACH

*Chairperson or Primary Contact:*

*Name: VACANT*

*Address:*

*City/State/Zip Code:*

*Phone Numbers:*

*Email Address:*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Weekly Bible Study*

3. *Chairperson or Primary Contact:*

*Name: VACANT*

*Address: 111 S. Church Street*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Number: 757-357-2826*

*Email Address: cecadmin@christchurchsmithfiel.org*

4. *Ministry Members:*

*This ministry is open to all congregants of Christ Church who seek to inform their faith through the study of scripture.*

5. *Statement of Mission or Purpose:*

*The purpose of this ministry is to provide an opportunity for spiritual growth to those attending Christ Church through the study and discussion of scripture.*

6. *Brief Description of Origins and Primary Activities:*

*The class meets every Sunday from 11:45 AM to 12:30 PM for a lively discussion and study of the New Testament. We will use a resource book and our Bibles to explore chapter by chapter the Good News of Jesus Christ. There will be a small amount of homework taken from the class book to do before each session.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Children's & Youth Ministries*

3. *Chairperson or Primary Contact:*

*Name: VACANT*

*Address:*

*City/State/Zip Code:*

*Phone Number:*

*Email Address:*

4. *Ministry Members:*

*Those who have a passion to share the knowledge and love of Christ with youth of Christ Church may participate.*

5. *Statement of Mission or Purpose:*

*Our purpose is to cooperate with God in forming Christians. We do this by instructing our church youth about the word of God, and the love of our savior Jesus Christ. In addition, we wish to help our young develop a sense of family, home, and Christian Community within and without our church walls so they may be better able to negotiate all they may encounter in their lives. We hope this will give them a foundation on which to build their own spiritual lives.*

6. *Brief Description of Origins and Primary Activities:*

*We exercise our responsibilities primarily through weekly instruction for a one-half hour period each Sunday morning at 9:30 AM.. This involves church youth from kindergarten through the third grade. The program is scheduled so that it does not conflict with that of the secular school year. One week of Vacation Bible School is a new Summer offering. For Teens: Extracurricular activities outside the church are conducted for the purposes of fostering faith, fun and fellowship.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Classics Luncheons*

3. *Chairperson or Primary Contact:*

*Name: Joanne Willis*

*Address: 108 Watch Harbour Circle*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Number: (757) 357-9710 & (757) 357-7483*

*Email Address: [jowillis@charter.net](mailto:jowillis@charter.net) & [t.lake@charter.net](mailto:t.lake@charter.net)*

4. *Ministry Members:*

*The segment served is comprised of all Senior citizens (age 70 and over) of Christ Church.*

5. *Statement of Mission or Purpose:*

*To honor the lives and achievements of Christ Church Seniors.*

6. *Brief Description of Origins and Primary Activities:*

*The purpose of this ministry is to ensure that our Seniors (age 70 and older), though retired, are not forgotten. Classics luncheons feature programs that are expressions of the congregation's appreciation for the contributions of our most mature parishioners to the life of Christ Church. Coordinators plan, arrange and host two luncheons at area venues each year.*



**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Cursillo*

3. **Chairperson or Primary Contact:**

*Name: Peter & Angie Lowry*

*Address: 20259 Paleo Point*

*City/State/Zip Code: Smithfield, VA 23430-5711*

*Phone Numbers: (757) 357-7133*

*Email Address: [alowry@charterintern.com](mailto:alowry@charterintern.com)*

4. **Ministry Members:**

*Peter & Angie Lowry are male and female coordinators, respectively. The larger ministry comprises all of the graduates of the program, especially those at Christ Church*

5. **Statement of Mission or Purpose:**

*Cursillo is a national program that seeks to enable the essential realities of the Christian to come to life in the uniqueness, originality and creativity of each person.*

6. **Brief Description of Origins and Primary Activities:**

*Introduction to cursillo usually occurs at one of several inspirational Cursillo Weekends held each year at Chanco on the James, the conference center for the Diocese of Southern Virginia. Sponsors are assigned to mentor new inductees during and after the cursillo week-end. Coordinators and members may also attend or host the ultreyas that are held throughtout the Diocese during the year.*

*For more information search out the [cursillo.org](http://cursillo.org) website on the internet.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 10/28/09*

2. *Title of Ministry or Committee: WIRED WORD Discussion Class*

3. *Chairperson or Primary Contact:*

*Name: Wayne Willis*

*Address: 108 Watch Harbour Circle*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 357-9710*

*Email Address: w.willis@charter.net*

4. *Ministry Members:*

*Weekly leadership of the class rotates among the participants*

5. *Statement of Mission or Purpose:*

*To discuss national and world affairs in a Christian light.*

6. *Brief Description of Origins and Primary Activities:*

*Our primary activity is planning and conducting weekly classes featuring moderated discussion of issues from a Christian perspective using the scriptures and other pertinent source materials. In recent years we have subscribed to a weekly internet service called the "Wired Word." Wired Word is provided in weekly announcements on Thursdays.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 10/28/09*

2. *Title of Ministry or Committee: Hospitality*

3. *Chairperson or Primary Contact:*

*Name: Joan Lee Mikulas*

*Address: 20231 Harbour Ridge*

*City/State/Zip Code: Smithfield, VA 23430-5751*

*Phone Numbers: (757) 356-1529*

*Email Address: joanleemikulas@gmail.com*

4. *Ministry Members:*

*Sue Plummer, Anita Wyrick. Volunteers are solicited from Christ Episcopal Church each month.*

5. *Statement of Mission or Purpose:*

*To foster fellowship within the church by providing a welcoming atmosphere for parishioners, guests and visitors alike.*

6. *Brief Description of Origins and Primary Activities:*

*The most common activity is the provision of coffee and snacks before and after all three Sunday worship services. Receptions may also be provided for special events.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Lay Eucharist Ministry*

3. *Chairperson or Primary Contact:*

*Name: Church Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 377-9799*

*Email Address: harris.spiri60@gmail*

4. *Ministry Members:*

*Beth Harris and Eric Leaman*

5. *Statement of Mission or Purpose:*

*To take Communion to the sick or shut-ins who are unable to attend regular Christ Church services.*

6. *Brief Description of Origins and Primary Activities:*

*This a primary service of Christ Church. Taking of the Sacrament has a long-held tradition of being an integral part of Episcopal church services. In such instances of home service specially trained lay people may administer the Eucharist.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

7. *Title of Ministry or Committee: Martha's Table*

8. *Chairperson or Primary Contact:*

*Name: Church Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757)-9799*

*Email Address: harris.spirit60@gmail.com*

4. *Ministry Members:*

*Meal Preparation is the service most often requested. Volunteers for these and other services are always welcome.*

5. *Statement of Mission or Purpose:*

*To provide basic assistance to parishioners at their homes in times of need.*

6. *Brief Description of Origins and Primary Activities:*

*Martha's Table is a national program for feeding the needy. The Coordinator applies the concept here at Christ Church. The primary activity is meal preparation and delivery. When requested by the Rector or the Pastoral Care Ministry, the coordinator enlists the aid of volunteers in tailoring responses to the needs of parishioners .*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Newcomers

3. **Chairperson or Primary Contact:**

**Name:** Rosemarie White

**Address:** 14478 Mill Swamp Rd

**City/State/Zip Code:** Smithfield, VA 23430

**Phone Numbers:** (757) 357-4876

**Email Address:** crowhite@charter.net

4. **Ministry Members:**

**Participation is by all parishioners of Christ Episcopal Church.**

5. **Statement of Mission or Purpose:**

**To greet and engage newcomers to CEC for the purpose of encouraging them to become part of our church family.**

6. **Brief Description of Origins and Primary Activities:**

**This ministry responds to our scriptural call to reach out to those who seek Christ. This is an organized way of meeting and greeting newcomers, encouraging their return and ultimately their affiliation with our church family. It is thus incumbent upon us all to participate. The coordinator sets goals, develops initiatives for engaging newcomers, recruits greeters and monitors progress toward achieving goals.**

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Pastoral Care*

3. *Chairperson or Primary Contact:*

*Name: Donna Stanton*

*Address: 8560 Tormentors Lane*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Numbers: (757) 508-3648*

*Email Address: smithfieldinteriors@charter.net*

4. *Ministry Members:*

*John Bates, Demere Bates, Judy Cutler, Elizabeth Harris, Edith Raby, Martha Underwood*

5. *Statement of Mission or Purpose:*

*To maintain on-going contact with parishioners—especially those in need—for the purpose of providing spiritual support and addressing their concerns.*

6. *Brief Description of Origins and Primary Activities:*

*This ministry provides comfort and care to parishioners, especially those with special needs in trying times. Participants are pledged to provide support and comfort and extend a helping hand in any way necessary and appropriate.*

*The coordinator develops initiatives for engaging parishioners, responds to requests for assistance and follows up to determine whether parishioners' needs are being met.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *White Horse Fellowship*

3. **Chairperson or Primary Contact:**

*Name: Name: Martha Underwood*

*Address: 876 Sycamore Springs*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 605-8020*

*Email Address: egrhosanah@gmail.com*

4. **Ministry Members:**

*Participants gather to meet and greet in external venues for fun, food and fellowship for parishioners and visitors alike.*

5. **Statement of Mission or Purpose:**

*To foster mutual engagement among parishioners who participate in diverse activities within Christ Church.*

6. **Brief Description of Origins and Primary Activities:**

*White Horse was formed by past Sr. Warden Anderson Braswell as a way for adults of all ages to gather once a month to discuss topics, religious and secular. The groups meets once a month at nearby Wharf Hill Restaurant for appetizers, dinner and talk.*

*Anderson picked the name from the White Horse Inn where a group of new English Protestants gathered to discuss Reformation ideas in the years after Martin Luther distanced himself from the Church in Rome in 1521.*



DIRECTORY OF MINISTRIES OR COMMITTEES

IV. OUTREACH

*Chairperson or Primary Contact:*

*Name: Fred Chapman*

*Address: 308 Red Point Rd.*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Numbers: (757) 814-7674*

*Email Address: chapman.fred@yahoo.com*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Angel Tree

3. **Chairperson or Primary Contact:**

**Name:** Donna Stanton

**Address:** 8560 Tormentors Lane

**City/State/Zip Code:** Smithfield VA 23430

**Phone Number:** (757) 357-5879      **Cell:** (757) 508-3648

**Email Address:** smithfieldinteriors@charter.net

4. **Ministry Members:**

**Volunteers from Christ Episcopal Church and the community.**

5. **Statement of Mission or Purpose:**

**This program provides gifts to the elderly in Isle of Wight County who may not otherwise receive a gift at Christmas.**

6. **Brief Description of Origins and Primary Activities:**

**This community program for the elderly is an extension of the Isle of Wight Christian Outreach Program:**

**Names of recipients are provided by Social Services. Christ Church sponsors an "Angel Tree" on which numbered angels with the first names, ages and needs of the individual recipients are placed. Each Christ Church volunteer obtains, wraps and brings an appropriate gift to the Angel Tree Coordinator at our church. The Christ Church Coordinator then collects the gifts and delivers them to Christian Outreach for placement with the Angel Tree respective recipients.**

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

4. **Title of Ministry or Committee:** CEC Annual Smithfield Blood Drive

5. **Chairperson or Primary Contact:**

**Name:** Leigh Abbott Leaman

**Address:** 111 Thomas Street

**City/State/Zip Code:** Smithfield VA 23430

**Phone Number:** (973) 723-5057

**Email Address:** leighabbott707@gmail.com

4. **Ministry Members:**

*Volunteers from Christ Episcopal Church and the community.*

5. **Statement of Mission or Purpose:**

*To assist American Red Cross initiatives in Isle of Wight County volunteers from Christ Church host one of their six blood drives held in the community once a year.*

6. **Brief Description of Origins and Primary Activities:**

*The American Red Cross has for a number of years held a Blood Drive every two months at a local religious or community facility. Our people volunteer to provide support by assisting in registration and providing food and drinks to blood donors.*

PROFILE OF MINISTRY OR COMMITTEE

1. **Date:** 03/31/2022
2. **Title of Ministry or Committee:** *CEC Annual August Birthday Party at Riverside Convalescent Center*
3. **Chairperson or Primary Contact:**  
*Name: VACANT*  
*Address:*  
*City/State/Zip Code:*  
*Phone Number:*  
*Email Address:*
4. **Ministry Members:**  
*Christ Church volunteers who wish to serve the convalescent elderly in the community*
5. **Statement of Mission or Purpose:**  
*To provide a joyous occasion for elderly residents of Riverside facility for sharing in fellowship with one another.*
6. **Brief Description of Origins and Primary Activities:**  
*Several religious and community organizations take turns providing monthly birthday parties for the elderly at the Riverside Convalescent Center. Each organization hosts one party per year. Residents gather in a dining room of the center where those with birthdays falling that month are honored with gifts. Everyone, residents and volunteers alike, share in the celebration.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Isle of Wight Christian Outreach Program*

3. *Chairperson or Primary Contact:*

*Name: Wayne Willis*

*Address: 108 Watch Harbour Circle*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 357-9710*

*Email Address: w.willis@charter.net*

4. *Ministry Members:*

*Volunteers are solicited from Christ Episcopal Church and the community for each Christian Outreach Event.*

5. *Statement of Mission or Purpose:*

*To share our time, talents and gifts to enhance the lives of those in need through a broad-based community organization founded in the spirit of volunteerism and stewardship.*

6. *Brief Description of Origins and Primary Activities:*

*COP was founded in response to a need for fuel heating assistance to those who did not qualify for public subsidies in IOW County. Almost 30 years ago Christ Church held the first community-wide Souper Saturday, a fundraiser to help the needy pay their heating bills. This initiative has grown into a 501©(3)organization which now provides a variety of services to the needy across Isle of Wight County. Among the services are food pantry, home repair, dental care, emergency relief, transportation, cars, furniture and more.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Nannie Blackwell Trust*

3. **Chairperson or Primary Contact:**

*Name: Bob McGreevy Chair*

*Address: 11165 Park Place*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757)357-4719*

*Email Address: rmcg5070@aol.com*

4. **Ministry Members:**

*Christ Church Trustees*

5. **Statement of Mission or Purpose:**

*To implement the duties assigned to Christ Church by the Nannie Blackwell Trust, established by a past member of the church, who died in the 1950s.*

6. **Brief Description of Origins and Primary Activities:**

*On an annual basis Christ Church Trustees distribute a portion of annual income earned by the Trust for two designated purposes:*

- Half of annual sum for use by Historic St. Luke's Church*
- Half of annual sum for award of scholarships for college students*

*The process established for proceeding with these actions conforms with past court decisions that assigned Christ Episcopal Church the authority to do so.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. *Date: 03/31/2002*

2. *Title of Ministry or Committee: Operation Christmas Child*

3. *Chairperson or Primary Contact:*

*Name: Demere and John Bates*

*Address: 18051 Days Point Rd.*

*City/State/Zip Code: 23430-2529*

*Phone Number: (757) 357-5357*

*Email Address: [dembates@gmail.com](mailto:dembates@gmail.com)    [batesjo2@icloud.com](mailto:batesjo2@icloud.com)*

4. *Ministry Members:*

*Volunteers and donations are solicited from Christ Episcopal Church and the community for each year*

5. *Statement of Mission or Purpose:*

*OCP participation offers the opportunity for us to take part in Samaritan's Purse, an umbrella for multiple ministries based in Charlotte North Carolina. The objective is for us to collect and fill signature "Shoebboxes"—directed to needy children abroad— with age appropriate items in the areas of toys, personal hygiene, clothing and utility. The boxes give our congregation a chance to fulfill our call to reach out to the world beyond us. While none of us will ever meet the recipient, our prayers will serve as our personal connection.*

6. *Brief Description of Origins and Primary Activities:*

*Demere was inspired to start this ministry at Christ Church in 2011. While our church has always felt that outreach was important, she felt that joining a credible worldwide network to extend our outreach would give members a glimpse of helping very needy children receive a gift in the name of Christ.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. ***Date: 03/31/2022***

2. ***Title of Ministry or Committee: Outreach Africa/Lost Boys Foundation***

3. ***Chairperson or Primary Contact:***

***Name: Betsy Egan***

***Address: 300 Clipper Creek Lane***

***City/State/Zip Code: 23430-5634***

***Phone Number: (757) 357-3840***

***Email Address: bbegan@earthlink.net***

4. ***Ministry Members:***

***Volunteers and donations are periodically solicited from Christ Church and the community.***

5. ***Statement of Mission or Purpose:***

***To provide support for displaced South Sudanese orphans and families who are relatives of the Hampton Roads contingent of "The Lost Boys and Girls of the Sudan." They are mainly of the Dinka tribe—tall, warm-hearted, gracious and very friendly people who were baptized into the Episcopal Faith in Africa.***

6. ***Brief Description of Origins and Primary Activities:***

***This effort was mounted in response to the need for assistance to refugee families displaced from the Sudan. The blessing of God's love is provided through donations of funds, supplies and counseling by members of Christ Church to displacees here and to family members who remain in refugee status abroad.***

***The coordinator provides a bridge between displaced families, relief organizations and local service providers. Donations are solicited from the membership and/or Ministries. Fund-raisers may be organized by Ministries within the church.***



**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** Open Mic Night

3. **Chairperson or Primary Contact:**

- **Name:** Lee and Tammy Harper  
**Address:** 1853 Oyster Bay Lane  
**City/State/Zip Code:** Suffolk VA 23436-1235  
**Phone Number:** (410) 340-3454  
**Email Address:** leeharper@charter.net
  
- **Name:** Bill and Betsy Egan  
**Address:** 205 Clipper Creek Lane  
**City/State/Zip Code:** Smithfield VA 23430  
**Phone Number:** (757) 357-3840  
**Email Address:** bill.egan2@gmail.com

4. **Ministry Members:**

*Volunteers and Presenters are sought among the congregation on an ongoing basis.*

5. **Statement of Mission or Purpose:**

*Our mission is to provide a safe and supportive venue for members of the Smithfield community to explore and share their music, poetry, humor, stories, etc. with their friends (old and new) while raising funds for the countywide Christian Outreach Program.*

6. **Brief Description of Origins and Primary Activities:**

*Starting in 2017, the newly remodeled Christ Church Parish Hall opened as a venue for local artists to come and share their talents. Various volunteers from within the church and across the broader community host and participate in these Friday night offerings once a month for the benefit of Christian Outreach . Events are held on the third Friday night of each month.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Saturday Morning Jam*

3. *Chairperson or Primary Contact: Bill Egan*

*Address: 205 Clipper Creek Lane*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 357-3840*

*Email Address: bill.egan2@gmail.com*

4. *Ministry Members:*

*Volunteers and Participants are sought from among the congregation and the public.*

5. *Statement of Mission or Purpose:*

*Our mission is to create a setting in the local community for musicians at all levels to gather weekly at Parish Hall at Christ Church to play and sing a wide range of music.*

6. *Brief Description of Origins and Primary Activities:*

*Developing and practicing musicians play and sing a wide range of music each Saturday morning during the hours of 7:00-9:00 AM. Lyrics and chords are displayed on a wide screen. Everyone is welcome to bring their favorite instrument and make a joyful noise along with us. This has, in some cases, served as a “feeder program” for our larger “Open Mic” events held on the third Friday night of each month.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Special Events*

3. *Chairperson or Primary Contact:*

*Name: Mary Cole*

*Address: 1620 Magruder Rd.*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 675-5777*

*Email Address: marycole@tidewaterarts.com*

4. *Ministry Members:*

*Volunteers are solicited as required by the event*

5. *Statement of Mission or Purpose:*

*Special events in which Christ Church participates may be staged by the church itself or may be among those developed by other community organizations such as: the Town Office of Tourism, Historic Smithfield, Isle of Wight County Museum or Wharf Hill partners. These usually serve as fundraisers for community organizations while providing opportunities for visitors and local residents to enjoy the offerings of both businesses and non-profits in the Town of Smithfield.*

6. *Brief Description of Origins and Primary Activities:*

*Participation in special events originated with sewing circles who raised funds for the first paint and stucco for the church in the 1840s. The bell added to the original steeple became a beacon that called attention to important happenings in the Town. More recently we have been involved in celebrations from the 1864 Battle of Smithfield to our historic preservation of the Christ Church sanctuary. The Souper Saturday fundraiser for the needy, first held in Christ Church, spawned the formation of the countywide Christian Outreach Program. Christ Church is recognized for its creative efforts and the historic education we provide.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Sundays at Four Performance Series*

3. **Chairperson or Primary Contact:**

*Name: Mary Cole*

*Address: 1620 Magruder Road*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Number: (757) 675-5777*

*Email Address: maryccole@yahoo.com*

4. **Ministry Members:**

*Mary Cole, Heidi Bloch, Dru Stowe, Sue Plummer, Diane Hill,  
Donna Stanton*

5. **Statement of Mission or Purpose:**

*To provide a venue where professional artists and accomplished students can perform and share their art with the public. The ministry also serves to make the community aware that Christ Episcopal Church is “Alive on the Corner” by opening its doors for performances by talented regional artists.*

6. **Brief Description of Origins and Primary Activities:**

*Since its first concert in 2008, Sundays at Four has attracted both talented artists and larger audiences from across the region. A typical afternoon consists of a program performed at Christ Church by an outstanding local artist or artists followed by a reception. The ministry has grown to be a self-supporting 501©(3) non-profit organization.*

**DIRECTORY OF MINISTRIES OR COMMITTEES**

**V. WORSHIP**

*Chairperson or Primary Contact:*

*Name: Church Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 377-9799*

*Email Address: harris.spirit60@gmail.com*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

7. *Title of Ministry or Committee: Acolytes/Crucifers*

8. *Chairperson or Primary Contact:*

*Name: VACANT*

*Address:*

*City/State/Zip Code:*

*Phone Number:*

*Email Address:*

4. *Ministry Members:*

*Presenters are sought among the congregation on an ongoing basis. Currently Tim Jones, Beth Harris and Anita Wyrick serve in this capacity.*

5. *Statement of Mission or Purpose:*

*To assist the Rector in performing services in the sanctuary of Christ Church.*

6. *Brief Description of Origins and Primary Activities:*

*These traditional functions have a long history in the Episcopal Church. They are performed in accordance with instructions prescribed in Episcopal Church literature.*

**PROFILE OF MINISTRY OR COMMITTEE**

**1. Date: 03/31/2022**

**2. Title of Ministry or Committee: Altar Guild**

**3. Chairperson or Primary Contact:**

**Name: Mrs. Judy Cutler**

**Address: P. O. Box 107**

**City/State/Zip Code: Carrollton, VA 23314**

**Phone Number: (757) 357-5133**

**Email Address: cutlerjudy@hotmail.com**

**4. Ministry Members:**

**Jo Ann Kirk, Betty Dubinsky, Beth Harris, Tammy Harper and Suzanne Peterson**

**5. Statement of Mission or Purpose:**

**To respectfully and reverently care for the altar in the Christ Church sanctuary and to support the Rector in conducting services there.**

**6. Brief Description of Origins and Primary Activities:**

**This traditional function has a long history in the Episcopal Church. It is performed in accordance with instructions prescribed in Episcopal Church literature.**

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Flower Guild*

3. **Chairperson or Primary Contact:**

**Name:** *Mrs. Joanne Willis*

**Address:** *108 Watch Harbour Circle*

**City/State/Zip Code:** *Smithfield, VA 23430*

**Phone Number:** *(757) 357-9710*

**Email Address:** *jowillis2020@gmail.com*

4. **Ministry Members:**

*Bobbie Blesse*

*Demere Bates*

*Diane Greehalgh*

*Tammy Harper*

*Joan Lee Mikulas*

*Edith Raby*

*Martha Underwood*

*Joanne Willis*

5. **Statement of Mission or Purpose:**

*To provide appropriate floral arrangements for the altar. They are to be placed for each service. These may be arranged by Flower Guild members or by a florist. The Flower Guild is not responsible for weddings or funerals or for the outside of the church building.*

6. **Brief Description of Origins and Primary Activities:**

*The Flower Guild was formed in 2003, when it was determined that the Flower Guild would function under the auspices of the Altar Guild. Those present agreed that “this ministry is to be an offering to God. Arranging flowers for the church is to be a work of love rather than a work of art. Desire to participate is the only real requirement.”*



PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Layreaders/Lectors*

3. *Chairperson or Primary Contact:*

*Name: Church Administrator Beth Haris*

*Address: 111S. Church St.*

*City/State/Zip Code: Smithfield VA*

*Phone Number: (757) 357-2826*

*Email Address: admin@christchurchsmithfield.org*

4. *Ministry Members:*

*Administrator Beth Harris coordinates with the Priest in scheduling presenters for services. Presenters are sought among the membership on an ongoing basis. Those currently serving are: Demere Bates, Tim Jones, Fred and Donna Stanton and Anita Wyrick*

5. *Statement of Mission or Purpose:*

*To assist the Rector in the performance of worship services at Christ Episcopal Church.*

6. *Brief Description of Origins and Primary Activities:*

*This traditional function has a long history in the Episcopal Church. Performance of the function is prescribed in Episcopal Church literature.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Music Programs*

3. **Chairperson or Primary Contact:**

*Name: Annamaria Pencola, Coordinator of Instrumentalists and Aaron Gregory, Supply Organist*

*Address: Christ Episcopal Church, 111 South Church Street*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 357-2826*

*Email Address: christchurchsmithfield.org*

4. **Ministry Members:**

- *Choir: Tim Jones, Annamaria Pencola, Edith Raby, Martha Underwood, Anita Wyrick, Bill Wyrick*
- *Instrumentalists: Bill Egan, Lee Harper, Andy Pencola*

5. **Statement of Mission or Purpose:**

*To enhance the worship experience at Christ Episcopal Church through presentation of a variety of musical offerings.*

6. **Brief Description of Origins and Primary Activities:**

*One of the earliest forms of Christian worship was the singing of hymns. Music has thus traditionally been an integral part of worship in Christ Church. Our music programs were disrupted by Pandemic-related closures of Christ Church during the years 2020—2022. Because we are now in a rebuilding mode, we welcome those who seek an opportunity to participate in our music programs.*

PROFILE OF MINISTRY OR COMMITTEE

1. *Date: 03/31/2022*

2. *Title of Ministry or Committee: Oblation Bearers*

3. *Chairperson or Primary Contact:*

*Name: Church Administrator Elizabeth Harris*

*Address: 13452 Lakeside Circle*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757) 357-2826*

*Email Address: harris.spirit60@gmail.com*

4. *Ministry Members:*

*Volunteers are solicited from the congregation. Ms. Harris schedules assignments.*

5. *Statement of Mission or Purpose:*

*To assist in the celebration of Communion during worship services, the oblation bearer brings sacramental wine forward to the altar where it is presented to the Priest for observance of the Eucharist.*

6. *Brief Description of Origins and Primary Activities:*

*Serving of the Sacrament of Communion is an integral element of the worship service. Instructions are found in Episcopal Church literature.*

**PROFILE OF MINISTRY OR COMMITTEE**

3. *Date: 03/31/2022*

4. *Title of Ministry or Committee: Ushers*

3. *Chairperson or Primary Contact:*

*Name: TBA*

*Address:*

*City/State/Zip Code: Smithfield VA 23430*

*Phone Number: (757)*

*Email Address:*

4. *Ministry Members:*

*Fred Chapman, Mike Gambacorta and Bill Egan. Volunteers are sought among the membership on an ongoing basis. Assignments are coordinated with Administrator Beth Harris*

5. *Statement of Mission or Purpose:*

*To facilitate participation of Christ Church services by serving as hosts to Parishioners and Visitors in attendance.*

6. *Brief Description of Origins and Primary Activities:*

*Ushers provide assistance to those who attend church services. Duties to be performed during services include:*

- *Seating worshippers entering the sanctuary, providing them with bulletins and information relevant to the service*
- *Assisting those with special needs.*
- *Collecting offerings and presenting them at the altar.*
- *Counting attendance at services.*
- *Directing and assisting communicants in partaking of the Eucharist (Communion).*
- *Meeting attendees, seating them and providing directions for participating in aspects of the church proceedings, most notably the Eucharist.*

**PROFILE OF MINISTRY OR COMMITTEE**

1. **Date:** 03/31/2022

2. **Title of Ministry or Committee:** *Daughters of the King*

3. **Chairperson or Primary Contact:**

*Name: Martha Underwood*

*Address: 876 Sycamore Springs Ct.*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Number: (757) 605-8020*

*Email Address: katmom1951@gmail.com*

4. **Ministry Members:**

*Betty Dubinsky, Edith Raby, Martha Underwood*

5. **Statement of Mission or Purpose:**

*To extend Christ's Kingdom and to strengthen the spiritual life of the church (primarily through prayer).*

6. **Brief Description of Origins and Primary Activities:**

*Organized in 1885, Daughters of the King is a national Order for laywomen of the Episcopal Church. Every Daughter pledges herself to a life-long program of prayer, service and personal evangelism.*

*Chapters of at least three communicant women may be organized within parishes, missions and institutions with the consent of the priest or presiding official. Members are inducted upon completion of a three-month training period. Even though chapters may not raise money in the name of the Order, they may seek assistance through prayer and service.*

*For more information, see the Daughters of the King Brochure, available in the Church Office.*

DIRECTORY OF MINISTRIES OR COMMITTEES

VI. HISTORIC PRESERVATION TEAM

*Chairperson or Primary Contact:*

*Name: Susan Cooper (Chair)*

*Address: 498-b Moonefield Drive*

*City/State/Zip Code: Smithfield, VA 23430*

*Phone Numbers: (757) 810-2797*

*Email Address: szncooper@gmail.com*

PROFILE OF MINISTRY OR COMMITTEE

:

1. *Date: 05/07/2022*
2. *Title of Ministry or Committee: Historic Preservation Team*
3. *Chairperson or Primary Contact:*  
*Name: Susan Cooper*  
*Address: 498-b Moonefield Drive*  
*City/State/Zip Code: Smithfield VA 23430*  
*Phone Number: 757-213-3381*  
*Email Address: [szncooper@gmail.com](mailto:szncooper@gmail.com)*
4. *Ministry Members:*  
*Engineering Consultants William and Betsy Egan, Finance Chair Wayne Willis, Curator Curtiss Peterson, Marketers Mary Cole and Sue Plummer, Historian Bill Wyrick, Suzanne Peterson and volunteers from the congregation and community.*
5. *Statement of Mission or Purpose*  
*To provide a stable and inspirational home for Christ Episcopal Church through preservation of its historic buildings. Services are provided by CEC volunteers and, as needed, contractors.*
6. *Brief Description of Origins and Primary Activities:*  
*Preservation has been a challenge since the cornerstone for the CEC sanctuary was laid in June, 1832. The chancel was added in 1858. In 1887 CEC funded restoration of its original home—the abandoned “Old Brick Church” (c.1632, now known as Historic St. Luke’s, a National Landmark.) During the years 1892–1910 the CEC sanctuary was transformed into a “small gem” with the addition of two vestibule towers and installation of seven large stained glass windows by famous studios of the Tiffany era. Led by Charles White, we added a compatible parish hall to CEC’s east wall in 1977. To celebrate the Millenium, Ricks Wilson guided restoration of the nave to the look of the Tiffany era. Peter Lowry’s Project Team cured flood damage and adapted the basement to new office space during 2009-2011. Over the past three years the sanctuary was stabilized and the structure preserved under direction of engineer William Egan, with major assists from parishioners and the community. Restoration of historic windows was partially funded by a grant from the National Trust for Historic Preservation.*

*Project needs are identified and addressed by the Preservation Team, all with the approval and funding provided by the Vestry.*