A Prayer for Bruton Parish

Almighty God, giver of every good gift: look graciously upon Bruton Parish Church; incline to your will as one the hearts, minds and souls of those who shall choose a new rector so that they might understand our congregation’s needs, wants and dreams, and your purpose for our parish. Kindle consensus among us by the flame of your Holy Spirit; help us to find a leader to inspire us to walk in your way; a preacher to teach your word, a pastor to nourish the spiritual needs of your flock, and a shepherd to nurture our stewardship of your many gifts. All this we ask through your son, Jesus Christ our Lord. Amen.
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The Mission of Bruton Parish Church

Walking through history into the future with Christ

We welcome all into a Christ-centered community that nurtures and values each member.

We practice our faith through biblically-based liturgy, preaching and music.

We teach young and old about God through our Anglican tradition.

We reach out through our talents and resources to our visitors, our community and our world.
May 12, 2010

Dear Brothers and Sisters in Christ,

Welcome to our search for the 35th Rector of Bruton Parish Church.

On February 13, 2009, we witnessed the consecration of our immediate past rector, the Rt. Rev. Herman Hollerith IV, as 10th bishop of our diocese, the Diocese of Southern Virginia. Since then, the people of this Parish have engaged in prayerful, diligent self-study, led by a 10-member Search Committee, commissioned in May 2009.

Under the leadership of the interim rector and vestry, daily work goes on to assure that Bruton Parish continues to meet the spiritual needs of members of all ages, while reaching out to those beyond our walls. Our church remains a welcoming place for visitors, an organization with first-rate communication in an electronic age and a home for music excellence in Williamsburg.

This discernment period has brought renewed appreciation for the diverse talents of our members and faithful anticipation of the call of our next rector. We will offer all our gifts to welcome that person into our midst and share in our mission: to walk through history into the future with Christ.

Faithfully,

Isabel Ware Burch
Chair, Rector Search Committee

The Search Committee
Isabel Ware Burch, Chair
William H. Carr
Margaret McClellan Driscoll
Martha Pollard Easton
Barbara Emison Gaffield
Channing M. Hall, III
Martha Roland Jones
Russell T. Sheldon
Scott M. Spence
Earl D. White, II, MD
The Rev. Charles L. Johnson,
Coach/Consultant

P.O. Box 184, Williamsburg, VA 23187-0184
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<th>BRUTON AT A GLANCE</th>
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**Location:** Williamsburg, Virginia  
**Diocese:** The Episcopal Diocese of Southern Virginia  
**Founded:** 1674  
**Members:** 1,962 Baptized (includes 227 under age 18)  
**Average Sunday Attendance:** 695  
**Average Age:** 62  
**Services:**  
- Sunday: 7:30 a.m., 9:00 a.m., 9:30 a.m. (Parish House), 11:15 a.m., 5:30 p.m.  
- Monday-Saturday: Noonday Prayer  
- Tuesday: 7:30 a.m. Eucharist (St. Mary’s Chapel); 5:30 p.m. Eucharist (Wren Chapel, William and Mary)  
- Wednesday: 11:00 a.m. Eucharist/Healing Service  
**Clergy:** Interim Rector; 2 Associate Rectors; College Chaplain/Associate Rector; Assisting Priest  
**Paid Lay Staff:** 8 Full-Time/ 5 Part-Time/ 6 Part-Time for Playschool  
**Paid Staff:** Christian Formation Director; Youth Director; Director of Music and Organist; Associate Organist and Choir Director; Comptroller; Financial Assistant; Communications Director; Administrative Assistant; Facilities Manager; Sexton; Bruton Parish Shop Manager; Assistant Manager and Financial Assistant  
**Facilities:** Historic Colonial Church (1715) [Seating: 425]  
- Historic Churchyard  
- Parish House/Offices/St. Mary’s Chapel [Seating: 30]/Lewis Hall [Seating: 200 for lectures and worship; 125 for dinners]  
- Rectory  
- College Chaplain’s Residence  
**Value of Real Estate (Municipal Tax Assessment):** $3,879,600  
**Budget:** $1,837,500  
* 1 Associate Rector to retire in 2010 and will not be replaced.
Pledging Units: 552

Average Pledge: $1,857


2009 Parochial Report: 9 Baptisms; 27 Confirmations/Receptions; 9 Marriages; 19 Burials; 366 Services of Holy Eucharist; 481 Other Services

Church School: 13 Teachers; 175 Registered Youth; 20 Average Sunday Attendance (morning) and 25 (evening)

Ministry Sampler: Music; Canterbury Fellowship/College Chaplaincy; Pastoral Care; Outreach Grants; Mission; Bruton Parish Shop; Kitchen Ministry; Daughters of the King; Education for Ministry; Library; Parish Nurse; Goodwin Bentley ECW; Dinner for Eight; Stephen Ministry; Altar Guild; Men’s Fellowship Breakfast; Bruton Guides

Communications: Website - www.brutonparish.org; The Chronicle (monthly newsletter); Bruton Bytes (weekly e-mail communication)

Other Funding: Bruton Parish Church Endowment Fund, Inc.: $11,200,000 (12/31/2009 Approximate) – independent entity, awards grants on restricted basis as determined by Board of Directors.

Rector We Seek: Leader; Preacher; Pastor; Shepherd

Contact Information: Isabel Ware Burch, Chair
Bruton Parish Church Rector Search Committee
P.O. Box 184
Williamsburg, VA 23187-0184
Email: searchcommittee@brutonparish.org
From its founding well before the birth of our nation to the active Episcopal Church it is today, Bruton Parish Church has served worshippers in Williamsburg to the glory of God. Though the city has changed greatly in the intervening years, the beautiful brick cruciform building on Duke of Gloucester Street has remained a constant presence since its completion in 1715.

Today a parish of 1,962 baptized members, we are an evolving, nurtured community of people who love God and serve others. We open our doors daily to the many who come to visit Colonial Williamsburg, the restored colonial capital, and worship with us. Close proximity to the College of William and Mary calls us to an active student ministry.

We hold as fundamental the words of our Baptismal Covenant. With God’s help, we will proclaim by word and example the Good News of God in Christ, and we will seek and serve Christ in all persons, loving our neighbor as ourselves.

These promises, and the others found with them, shape all that we are, and all that we do.

Through this profile, we wish to present a picture of the life and work of Bruton Parish Church: our worship, ministries, resources and hopes for the future. All this we hold up to God as we carry forth the timeless message of praise to the risen Lord.
Our History

Bruton Parish was founded in 1674. Standing at the very heart and center of town, it was the pivot around which colonial life revolved. The current church building is believed to be the oldest Episcopal Church in continuous use in the United States.

Bruton Parish is distinguished by its association with the great men of our nation’s history. From 1715 until the Revolution, every royal governor, counselor and member of the House of Burgesses worshipped here during sessions of the General Assembly. George Washington, Thomas Jefferson, Patrick Henry and other illustrious patriots attended when the legislature was in session. President Tyler and President Monroe also regularly worshipped here.

Bruton Parish was created by the merger of two earlier parishes, one dating to 1633. The parish was named for the town of Bruton in Somerset, England, the ancestral home of a number of leading parishioners, including the prominent Ludwell family, and Governor Sir William Berkeley. The Rev. Rowland Jones, great-grandfather of Martha Washington, was Bruton’s first Rector (1674-1688). The 1683 church building was a rectangular Jacobean brick structure, 60 feet by 24 feet. The remains of its foundation are located in the current churchyard.

Upon the establishment of the College of William and Mary in 1693 and the removal of the capital from Jamestown to Williamsburg in 1699, the 1683 structure soon became too small to seat members of the General Assembly and local communicants. Governor Alexander Spotswood drew the plans for a symmetrical cruciform church, rare in England and the American colonies in the 18th Century. The brick building, laid in Flemish bond with glazed headers, was completed in 1715, and a gallery was installed in the south transept as early as 1720.

THE PARISH WAS NAMED FOR THE TOWN OF BRUTON IN SOMERSET, ENGLAND, THE ANCESTRAL HOME OF A NUMBER OF LEADING PARISHIONERS...
The brick wall which encloses the churchyard today was completed in 1754, and an organ was installed in 1755. A steeple was erected in 1769 to house the bell given to the parish in 1761 by a prominent Williamsburg merchant, James Tarpley. The Tarpley bell, known as “Virginia’s Liberty Bell,” still rings to call parishioners to worship today.

The outbreak of the American Revolution brought about the separation of church and state. The disestablishment of the Anglican Church ended its power of taxation, and the church was left in poverty. The removal of the capitol from Williamsburg to Richmond in 1780 caused a rapid decline in the number of parishioners. In the 19th century, the building was “modernized,” the colonial high-back pews cut down and the interior rearranged. During the Civil War, the church served as a hospital for wounded Confederate soldiers.

After the War, the church languished until the Rev. W. A. R. Goodwin became rector in 1907. Under the leadership of Dr. Goodwin, the building was partially restored to its 18th-century appearance. Great Britain’s King Edward VII presented a large Holy Bible and President Theodore Roosevelt donated a large lectern to commemorate the 300th anniversary of the Jamestown settlement and the establishment of the Anglican Church in America.

Dr. Goodwin left Williamsburg in 1909 to accept a call to another church, and returned as rector of Bruton Parish in 1926. After his return, he began to promote the restoration of Williamsburg, eventually interesting John D. Rockefeller, Jr., in his dream. From 1936 to 1939, Bruton Parish was restored to its present appearance through the combined efforts of the Church’s vestry, some 600 friends of Bruton, and the generosity of Mr. Rockefeller. A new rectory and parish house were also acquired.

Bruton Parish continued to prosper in the 20th century under the leadership of the Rev. Frances H. Craighill, rector from 1938 to 1956, and the Rev. Cotesworth Pinckney Lewis, rector from 1956 to 1985. As the congregation grew, the parish house was enlarged, a “Great Preachers” series inaugurated, a mission church - St. Martin’s - established in 1963, and the small St. Mary’s Chapel added.

After the tenure of the Rev. Richard L. May ended in 1996, the Rt. Rev. Charles Vache served as interim rector until 1999, when the Rev. Herman Hollerith, IV, became rector. In the last
25 years, as the church has grown with the influx of retirees to Williamsburg, Bruton Parish has renovated and enlarged the parish house; expanded the clergy and lay staff; formed the Bruton Parish Shop to fund outreach ministry; renovated the churchyard; redecorated the rectory to accommodate visiting clergy; and created a visiting scholar program. In the 1990s, Bruton Parish experienced a significant child abuse incident. After the ensuing litigation was resolved, the Parish healed and has moved forward.

In the modern era, heads of state and other dignitaries have visited Bruton Parish. President Johnson and President Reagan worshipped here, as have the leaders of the Economic Summit of Industrialized Nations in 1983. Several Archbishops of Canterbury and Presiding Bishops of the Episcopal Church have preached from the high pulpit with sounding board.

Among the historic treasures of the church are the Jamestown baptismal font, at which George Washington stood as a godfather 13 times and from which baptisms are still conducted today; a 1751 Book of Common Prayer, in which the prayer for the king was later crossed out and a prayer for the president of the United States substituted; a 1753 Holy Bible; the 17th-century Jamestown Church communion service, which came to Bruton Parish circa 1750; and the George III communion silver, still used today for special occasions. Both royal governors and colonial patriots alike are buried under the church and in the graveyard.

Bruton Parish stands today enriched by its 336 years of spiritual associations and historic traditions, and looks forward to celebrating the 300th anniversary of the current church building in 2015.

Living Here

Williamsburg is located on the I-64 corridor on the Virginia Peninsula, 45 miles southeast of Richmond and approximately 37 miles northwest of Norfolk. It is in the northwest corner of the greater Hampton Roads Metropolitan Statistical Area, which is the 34th largest in the United States, with a total population of 1,576,370.

The City of Williamsburg’s population is approximately 12,500 residents. It is bordered by James City County (approximately 63,000 residents) and York County (approximately 61,000 residents). The Historic Triangle, which also includes
Jamestown and Yorktown, is among the most popular tourist destinations in the world, with Williamsburg located in the center. The three are linked by the scenic Colonial Parkway, a 23-mile-long roadway designed by the National Park Service.

The tourist volume of Colonial Williamsburg has attracted related businesses to the area. SeaWorld Parks & Entertainment operates two theme parks near Williamsburg: Busch Gardens Europe and Water Country USA. In addition to historical sites and theme parks, residents enjoy museums, theater, concerts, parks, trails, outdoor sports and a farmers market, all in Williamsburg or within easy reach.

The public school system is jointly operated by the city of Williamsburg and James City County. The Williamsburg-James City County Public Schools system consists of approximately 9,000 students in 14 schools—eight elementary schools, three middle schools, and three high schools.

Our Diocese

Bruton Parish Church is the largest parish in and contributor to the Diocese of Southern Virginia. The Diocese is headquartered in Norfolk, Virginia on the banks of the Lafayette River and is home to 115 congregations. Approximately 37,000 Episcopalians worship in the Diocese, which extends across a territory of some 200 miles, from Virginia’s Eastern Shore and Hampton Roads, west along the North Carolina border to Danville, and northwest to metropolitan Richmond, south of the James River.

The Diocese dates to 1892 when it was carved out of the Diocese of Virginia, but has its roots in the very earliest days of American history. In 1607, as English colonists sailed into the Chesapeake Bay, they paused near Cape Henry, now part of Virginia Beach, for fresh water and a view of the land. The Rev. Robert Hunt, priest to the settlers, planted a cross in a sand dune, proclaiming England’s Anglican form of Christianity as the new colony’s official faith. They journeyed on to present-day Jamestown and founded the first permanent English settlement there. The Church of England remained the established church of Virginia for the next 172 years.

At present, the bishop of Southern Virginia is the Rt. Rev. Herman “Holly” Hollerith, IV. Bishop Hollerith is leading
the Diocese of Southern Virginia into a new future, with initiatives in clergy and congregational development, mission development, emergent church models and raising up new generations of leaders. Members of Bruton Parish take part in the life of the Diocese and in convocations.

The College of William and Mary

The College of William and Mary was founded in 1693 by a Royal Charter issued by King William III and Queen Mary II. William and Mary educated U.S. presidents Thomas Jefferson, James Monroe and John Tyler as well as other key figures important to the development of the nation. William and Mary founded the Phi Beta Kappa academic honor society in 1776 and was the first school of higher education in the United States to install an honor code of conduct for students.

Today a state-supported public institution, William and Mary is located on a 1,200-acre campus just west of Bruton Parish. Its undergraduate program is currently ranked as the fourth and the sixth best public university in America, according to the 2009 Forbes and the 2010 U.S. News & World Report rankings, respectively.

With some assistance from the Diocese of Southern Virginia, Bruton Parish provides financial support for the Canterbury Fellowship and the college chaplain to provide Episcopal students, staff and faculty the opportunity to deepen their spiritual life and express their Christian faith.

Colonial Williamsburg

As previously mentioned, the Rev. Dr. W.A.R. Goodwin, while rector of Bruton Parish, was instrumental in gaining the support of John D. Rockefeller, Jr. to carry out the restoration of Williamsburg. Dr. Goodwin feared that buildings of beauty and historic significance would be lost to modern development. What began in 1926 as a modest project progressed and expanded to include the restoration of 88 original buildings, and the reconstruction of many more, encompassing approximately 85 percent of the town’s original area.

Bruton Parish Church today lies within the 300-acre historic area of Colonial Williamsburg, which is mostly owned and operated by the Colonial Williamsburg Foundation. Approximately 660,000 paid visitors come to Colonial Williamsburg each year, and Bruton Parish continues to be a major site of interest, giving us the opportunity to share our living community of faith with visitors.
Sundays at Bruton Parish are filled with reverent yet lively worship. With four traditional services in the church, and one in the less formal setting of the parish house, we accommodate members as well as visitors who wish to worship in one of the nation’s oldest sacred spaces. Our worship is ordered according to the 1979 Book of Common Prayer and the Revised Common Lectionary.

Holy Eucharist is celebrated at most services, but each has its distinct character.

- The 7:30 a.m. service follows Rite I, with organ music and hymns.

- The 9:00 a.m. service is generally considered to be for families and follows Rite II. The Pelham Choir sings at this service and nursery care is available at the parish house.

- The 9:30 a.m. service at the parish house, while geared towards the youngest members, welcomes attendance by those of all ages. It is a friendly, accessible, formative service with lively music.

- The 11:15 a.m. service also follows Rite II. The Chancel Choir sings at this service. From after Pentecost until Advent, Morning Prayer is used alternatively as the Liturgy of the Word.

- At 5:30 p.m., the college chaplain and Canterburians hold a service of Holy Eucharist. Open to all, this service tends to be contemplative and filled with music.

Achieving the feeling of a single community presents a challenge to our large congregation with multiple services.

Those seeking regular worship during the week may also find it at various times and places.

- Each day Monday through Saturday, members and those visiting the church may pause for a short service of Noonday Prayer led by a lay reader.
Every Tuesday at 7:30 a.m., Holy Eucharist is offered in the smaller setting of St. Mary’s Chapel.

The college chaplain and Canterburians celebrate the Eucharist in the College’s Wren Chapel every Tuesday evening.

A Wednesday service of Holy Eucharist in the church is followed by a healing service with anointing and laying on of hands.

Twice each month, a member of the clergy and a lay reader conduct a service of Holy Eucharist at Williamsburg Landing, a nearby retirement community.

Additional services are held as befitting the liturgical season.

Music at Bruton Parish is nationally recognized for excellence. Celebration of the tradition of Anglican service music ranges from solo organ and harpsichord presentations to full chancel choirs. In addition to the two adult choirs, our musical ensembles include two children’s choirs and the Bruton Handbell Choir.

Our organ is 55 years old and requires frequent service and repairs. An ad hoc committee appointed by the vestry has recommended a particular organ builder to install a new concert-grade organ costing in the area of $1.5 to $2 million, including the cost of physical alterations to the church building. However, no funds are available for this purpose and the vestry has not given approval to move forward on this proposal. This is an issue to be resolved during the ministry of our new rector.

A number of lay ministries are dedicated to enhancing and supporting our worship. The traditional roles of acolytes, lay readers, ushers and altar guild members incorporate more than 200 parishioners into worship services. A new verger ministry is currently forming to assist the clergy by providing coordination among the various worship ministry groups before and during services.
Pastoral Support

As ministers of Christ and his Church, we are called to offer help and comfort to those experiencing life’s changes and challenges. Each Sunday, Eucharistic visitors bring consecrated elements from Holy Eucharist to those unable to come to church. The Pastoral Care Committee informs the clergy as pastoral needs arise, and coordinates other means of pastoral support.

- The kitchen freezer is kept supplied with casseroles for those in need of a good meal.
- Knitters stitch prayer shawls for those who are ill or in need of warm support.
- Monthly teas are held for residents at an assisted-living community.
- The parish nurse conducts programs on health education and wellness. She makes or coordinates visits to parishioners who are ill or homebound.

The Daughters of the King commit to “the extension of Christ’s Kingdom through prayer, service and evangelism.” The Guild of the Christ Child helps families celebrate baptisms by creating lovely individual banners for the newly-baptized.

We are blessed to have an independent, not-for-profit pastoral counseling center located in our parish house. The Virginia Institute of Pastoral Care uses space without charge to provide confidential counseling. A licensed counselor integrates faith and the behavioral sciences into pastoral care.

The Stephen Ministry program is in the formative stage at Bruton Parish. Three Stephen Leaders were recently commissioned and nine people are in training to become Stephen Ministers, who are lay people trained to give one-on-one emotional and spiritual care to others. It is a continuing challenge for the clergy and lay visitors to meet the pastoral needs of both the large group over 60 years of age and the younger members.

Education

Bruton Parish is committed to providing sound Christian education for all members, wherever they are on their spiritual (or chronological!) journeys.
For children:

- Sunday school classes are held at the parish house after the 9:00 a.m. and 9:30 a.m. services for three-year-olds through seniors in high school. The program is built around published curricula but also incorporates lessons and events involving the whole family, coinciding with the seasons of the church year.

- A Playschool runs four mornings a week for toddlers through four-year-olds to learn and play in friendly, supervised surroundings, including a playground.

- Each summer, Vacation Bible School is held jointly with two other area Episcopal churches at a rotating location.

- Youth programs are for middle and high schoolers to grow together as a group, walking with God, supporting one another and having a whole lot of fun along the way. The calling of a youth director in 2007 has brought about great direction, energy and participation by the youth. Her presence has helped build a strong foundation for youth ministry. Although she and her husband are relocating in mid-2010, the vestry remains committed to a strong youth program at Bruton Parish.

For adults:

- Sunday Forums for adults permit the exploration of important subjects and bring together attendees of different services.

- Weekly Bible study allows discussion of the scriptures in a small group, to read, reflect and exchange perspectives.

- “Thursdays at Bruton” is the name given to the evening presentations planned by the Christian Education/Formation Committee. The spring series centers on topics largely of interest to our community within, while the fall program topics are intended to appeal to others in Williamsburg as well as parishioners. Additional programs are presented during Advent and Lent.

- Two Education for Ministry (EfM) classes, in which participants study and discern ministry opportunities over a four-year period, meet weekly.
The Hennage Library, with over 1,400 books, DVDs and VHS tapes, is a reservoir of knowledge and inspiration. The library is open to all, and is receiving increased publicity to make known its many resources.

We believe both organized settings and everyday encounters around the church can present ways to explore and deepen faith.

**Fellowship**

To encourage a sense of engagement in our large church, we rely on opportunities to get to know one another and enjoy each other’s company. Whether it is an all-parish social event or a few sitting around a table, by forging personal relationships, we build Christian community.

Two highlights of the year are the fall and spring picnics. Held at various outdoor locations with food and festivities, these are wonderful inter-generational events. Coffee in the churchyard enables parishioners to mingle between the 9:00 a.m. and 11:15 a.m. Sunday services. In nice weather, different ministry groups take turns hosting. This has been a very popular gathering, but relies on good weather and dedicated members to transport and set up food and drink.

The Kitchen Ministry is a dedicated group of women and men who prepare and serve homemade delights at receptions following services and other special occasions. The group also oversees and continually improves the workings of the parish house kitchen. In 2006, the Kitchen Ministry published a new cookbook, *Beyond Loaves and Fishes*. Its 226 pages contain kitchen-tested recipes, original artwork from parishioners and anecdotes from the church’s long history.

A Saturday morning gathering every other month, the Men’s Fellowship Breakfast offers the chance to hear a talk on a topic of timely and perhaps local interest from a guest speaker. As of late, the men have invited anyone interested to attend.

All women of the church are members of the Goodwin-Bentley Episcopal Church Women. Its purpose is to give women a sense of belonging and thus deepen their involvement at Bruton Parish. The ECW holds regular meetings for coffee and
conversation and undertakes service projects. A silent soup lunch during Lent with a guest speaker is always a meaningful occasion.

Those seeking a small fellowship setting can join a Dinner for Eight group. Members meet in each other’s homes to share an informal meal and conversation. Dinner for Eight has seen a recent surge in interest. Several “folds” of the Neighborhood Shepherd Ministry are thriving, and allow for socializing and support among neighbors. Individual ministries within Bruton Parish, such as Bruton Guides, Altar Guild, volunteers of the Bruton Parish Shop and the choirs, hold parties to mark the seasons and celebrate successes in their work together.

With the parish house located one-and-a-half blocks from the church, it is often a challenge to “move” to the parish house for fellowship time between the services. Members expressed a desire for more fellowship opportunities in the recent parish survey and listening group sessions. Funding large scale fellowship is also a significant challenge.

Outreach Evangelism

It is a privilege to welcome those visiting our church and churchyard. Some come simply to admire the architecture or the beautiful original brickwork of the south wall. Others come to ask about Bruton Parish’s role leading up to the American Revolution or the founding fathers who worshipped here. Still others are not sure what goes on and are surprised to learn they are inside an active Episcopal church. Being present in church is a new experience for many, and they often come back to worship with us.

Placed both in history and contemporary life, we embrace the opportunity to extend hospitality in the following ways.

Bruton Guides: More than 60 volunteer guides greet and educate visitors every day of the week. They undergo training to learn Bruton’s rich history and explain its present-day function. This dedicated group acts not only as historic interpreters but also bears witness to the living church.

Candlelight Concerts: The musicians of Bruton Parish and visiting religious and secular musical groups give over 130 candlelight concerts each year. This tradition started with the
first church organist, Peter Pelham, in the 18th century and continues to inspire audiences today. Nearly 50 parishioners serve as concert ushers.

**Bruton Parish Shop:** At the front of the parish house, in Merchants Square, our shop’s prime location draws passersby, parishioners and friends. Since opening in 1995, it has generated over $1.8 million for outreach grants. It carries books, art, jewelry, Bruton Parish signature items and seasonal favorites. Some 100 volunteers share in staffing the shop seven days a week. They act as ambassadors for the church and develop a true camaraderie.

**Annual Book Sale:** This Labor Day weekend event attracts visitors and residents who know it as one of the largest book sales in Williamsburg. Volunteers work throughout the year to procure and prepare items, and proceeds go to support parish programs.

**Greeters:** After each Sunday service, two greeters assist the clergy in identifying and greeting visitors. For those residing in our area, a member of the Newcomers Committee makes calls or visits, bringing packets of information and a loaf of homemade bread, to respond to the newcomers’ needs and interest and draw them into parish life. Small social gatherings, occasional lunches with the clergy and special guided tours give newcomers the opportunity to meet and know us, and we them. Visitors to the parish house are assisted by the volunteer receptionists.

**Service**

“I consider Bruton Parish one of the greatest missionary opportunities of the Episcopal Church. What is said and done here bears fruit far beyond the borders of this community.”

The Rev. Cotesworth P. Lewis, Rector, 1956-1985

Being a Christian is not a passive experience. As in Dr. Lewis’ time, we are committed to helping those in need in our vicinity, the nation and the world by means of prayerful hearts, laboring hands and monetary donations. Abundant opportunities are available for service to others. Details are offered below.

The Mission Committee seeks opportunities and encourages involvement in hands-on work outside our walls. The committee undertook a significant initiative in 2005 following Hurricane Katrina by organizing trips made by teams of parishioners to...
help rebuild homes in and around Gulfport, Mississippi through the Camp Coast Care program. They have come away with a sense of spiritual renewal from time spent with residents there. Bruton Parish has developed a “partner parish” relationship with St. Peter’s by the Sea in Gulfport, Mississippi.

The committee also coordinates our partnership with a shelter program sponsored by PORT (People Offering Resources Together) of Newport News. For the past four years, numerous volunteers have helped with the procurement, preparation and serving of meals as well as other duties on a winter weeknight.

Each year during the Christmas season, the Mission Committee and Eucharistic visitors jointly hold a party at Eastern State Hospital’s Hancock Geriatric Center. Holy Eucharist, refreshments, carol singing and presents all come together to create a festive afternoon. The Mission Committee and Kitchen Ministry join together four times each year to provide meals for Grove Christian Outreach Center.

Outreach Grants: The 12 members of this committee are the stewards of funds generated by the Bruton Parish Shop and allocated by the vestry. They review and evaluate applications for assistance from diverse organizations—local, national and international—and often make site visits. The recommendations of this committee are an invaluable resource for the vestry as it decides where resources for outreach will be committed.

Canterbury Fellowship: We provide William and Mary students a church away from home, and they greatly enrich Bruton Parish with their presence and involvement. Canterbury provides lay support for the 5:30 p.m. service at the Church during the academic year and holds a Tuesday evening Holy Eucharist service in the chapel of the Christopher Wren Building on campus. The students also share meals and parties at every opportunity.

In addition to its spiritual and social aspects, Canterbury participates in international mission work. Every two years, students and adults travel to the town of Jarabacora in the Dominican Republic, where they continue work on a school and chapel, the Colegio Episcopal at el Campamento Monte de la Transfiguracion. These energetic, dedicated collegians truly build bridges to the youth of the Dominican Republic.
**Williamsburg Area Faith in Action:** Joining with the wider faith community, some members of Bruton Parish serve as Faith in Action volunteers. This organization provides an opportunity to assist the elderly and disabled by providing transportation, companionship, and respite care. Without these services, many would not be able to remain in their homes.

**Stewardship**

We believe each person has God-given gifts to carry on Christ’s work in the world. There is ample opportunity at Bruton Parish to live out the concept of time and talent as a pillar of stewardship. From filling mite boxes and singing in the Joyful Noise Choir by the youngest, to the annual Greening of the Church by more seasoned members, lay ministries abound. In supporting worship alone, over 100 people serve as chalice bearers and lay readers, and 38 young people are trained acolytes. Yet in thankful response to God’s gifts we are called to give of our treasure, as well.

The Stewardship Committee strives to explain and encourage the practice of stewardship in our lives. The chief activity to this end is the annual giving campaign for the following year. In fall 2009, the interim rector and a committee of lay people developed a new plan to make clear the needs of the church. Each household was mailed an informative brochure which may be viewed by following this link: [http://images.acswebnetworks.com/1/1318/StewardshipBrochure2010.pdf](http://images.acswebnetworks.com/1/1318/StewardshipBrochure2010.pdf)

There is both opportunity and challenge in the area of financial stewardship at Bruton Parish. A membership the size of ours requires the funding of a large number of programs, most of which have an ongoing financial need. The church receives no funding from Colonial Williamsburg or any other outside foundation. Though we appreciate the advantages of having an endowment fund, described later, some feel it creates a perception that Bruton Parish Church has all the
money it needs. This misunderstanding may adversely affect pledging and, in part, explain the relatively low amount of the average individual pledge. (The average pledge for 2010 is $1,856 and the median pledge is $1,200.)

The reality is that grants from the Bruton Parish Endowment Fund, Inc. are restricted primarily to the upkeep of the historic church and churchyard and support for the music program in an amount determined by the Board of Directors on an annual basis. A more generous commitment to financial stewardship and pledging would enable a more robust offering of ministries and programs at Bruton Parish.

See Appendix 1: Bruton Parish Pledging History, 2008-2010
top to bottom
Canterbury Gala
Blessing of the Animals
Pulpit at Christmas
St. Mary’s Chapel
Scotland Pilgrimage
People are our most precious resource. Our congregation is made up of a few who can trace their roots back to founding members, and many who are newer residents of Williamsburg or the surrounding counties. Bruton Parish’s current membership is 1,962. The average Sunday attendance is 695, spread over the course of five services. Our services frequently see large numbers of visitors. While membership remains strong, especially among the over-50 age group, we are determined to attract more young families and singles. This is a high priority, stated often in our listening groups.

The administration of the church is accomplished through the leadership of the clergy and a 12-member vestry, elected annually with staggered three-year terms. The senior warden and junior warden are elected from among the sitting vestry.

The clergy of Bruton Parish is made up of the interim rector; two associate rectors, one of whom will be retiring in 2010; the college chaplain/associate rector and an assisting priest. Supporting the clergy and program functions are the director of music and organist, the associate organist and choirmaster, the director of Christian formation and the youth director, who is re-locating on May 31, 2010.

The communications director holds a newly-created title and is in charge of all internal and external communications. She has been with the church for 11 years. The administrative assistant provides secretarial and administrative support. The facilities manager has the tremendous task of caring for an almost 300 year-old church building, churchyard, and the rest of our properties. He is assisted by the sexton, the longest-serving member of the staff. Bruton Parish’s financial administration is supported by a full-time comptroller and part-time financial...
assistant. The Shop has a manager, assistant manager and financial assistant. Supplementing these positions are a membership coordinator, a parish nurse and other volunteers in many capacities. It takes an enormous combined effort for Bruton Parish to function each day.

See Appendix 2: The Bruton Parish Clergy, Lay Staff and Vestry

Buildings and Grounds

The Church: The church seats 425 people. It represents our past, yet presents the challenge of incorporating modern conveniences into an old building, welcoming and accessible to all.

The Churchyard: Individuals from all walks of life rest in the Bruton Parish churchyard, which dates from around 1630. An extensive restoration was completed in 2003 with funding from the Garden Club of Virginia, the Bruton Parish Church Endowment Fund and the Lettie Pate Whitehead Evans Foundation. The project included replacing pathways and installing a drainage system to create an aesthetically-pleasing landscape and maintain the dignity of the space. Within the churchyard is a consecrated area for the interment of cremated remains of present and past members of the parish and immediate family. Occasionally the churchyard is the site of outdoor worship services.

The Parish House: Built in 1939, the parish house was renovated in the 1950s and enlarged in 1994. A 10,000 square-foot building and the hub of daily activity, it houses offices, classrooms, a workroom, reception area, choir room and library. There are also two adjoining fellowship halls, a kitchen and chapel. The Bruton Parish Shop occupies space fronting Duke of Gloucester Street. Outside groups are increasingly requesting use of the fellowship halls, providing another form of outreach to greater Williamsburg. The Diocese also utilizes our space to bring together participants for meetings and functions.

The Rectory: This 3,600 square-foot colonial was built in 1938 on a lot adjacent to the parish house. Though the previous rector did not live there, it is currently the home of the interim rector. Its large rooms make it an alternative place for meetings and gatherings when unoccupied by residents. A new playground sits in the rear of the backyard for use by the children of the parish. An ad hoc committee appointed by the vestry is currently addressing the physical needs and condition of church-owned properties including the rectory. The rectory has been underutilized since 1996, needs considerable work to
bring it to a modern standard, and year-to year is expensive to maintain. No recommendations have been made at this time.

The Chaplain’s Residence: Bruton Parish owns a three-bedroom house near the College of William and Mary, where the college chaplain currently resides.

Financial Resources

The annual budget is prepared with expenses planned to equal income. The 2010 budget is $1.8 million, with income coming primarily from pledges, endowment income and plate offerings. Those touring the church are encouraged to make a suggested donation of $1.00 per person. Income from the Bruton Parish Shop is applied to outreach grants. Reductions in personnel and other cost savings were made to achieve a balanced budget for this fiscal year. The next rector will be instrumental in a discussion of capital needs and funding sources.

The church is supported in part by the Bruton Parish Endowment Fund, Inc. which was incorporated in 1908 and operates independently. The endowment’s primary mission is to provide support for costs arising from the church’s role as a national historic landmark in the middle of Colonial Williamsburg and the resulting heavy visitor traffic. A secondary goal is to supplement the church’s music and ministry programs. The endowment is held by an independent, non-profit corporation managed by eight self-perpetuating trustees, who are members of the church and appointed for an indefinite term. The current asset value is approximately $11.2 million. In 2010, the endowment is expected to make a contribution of $430,000 to Bruton Parish for the restricted purposes described above.

The Bruton Parish Foundation, Inc. is a Virginia tax-exempt non-stock corporation, organized by the vestry in 2003 to serve as a permanent repository for gifts and bequests made outside of annual giving. Foundation funds are invested in the professionally-managed Diocesan Composite Fund, with a portion of the earnings distributed annually for the broad purposes of capital needs, outreach ministries, program needs, and other purposes specified by donors. The foundation is governed by a Board of Directors, composed of the rector, senior
warden, treasurer, Gift Planning Committee chair and seven other directors appointed by the vestry. The current value of assets is $138,210. For 2010, the foundation has pledged a grant of $5,000 to the church. The Gift Planning Ministry seeks to increase understanding about the benefits of foundation contributions, both to the donor and to Bruton Parish’s future.

See Appendix 3: Bruton Parish Approved 2010 Budget, and Actual Results 2009 and 2008; Outline of the 2010 Operating Budget

Communications

Vital to feeling part of a community is being an informed member. To that end we attempt to publish timely, helpful information about all goings-on in a number of ways.

- The Chronicle is the monthly newsletter.
- Bruton Bytes is a short update sent each Wednesday by e-mail.
- A new, user-friendly website, revamped in 2009, is updated on a regular basis.
- The Sunday bulletin contains time-sensitive announcements.

In 2008, we began the gradual shift from print to electronic communication for all who were agreeable to this option. It allows a cost savings in printing and postage and conserves paper, thus helping us to be better stewards of the environment and our resources. Heads of parish groups report that they appreciate the ease of communicating electronically when possible. Print versions are also made available.
In this section, we wish to outline highlights of the findings from the parish-wide survey and five listening group sessions conducted by the Search Committee. The survey was completed by 391 parishioners. Below are questions of special interest, and the top responses to them.

Your initial attraction to Bruton Parish church
1. Historic tradition and location
2. Visited several churches and liked Bruton Parish best
3. Nearest Episcopal church to my home

Reason you continue to attend
1. The style of worship
2. The people of the parish
3. The clergy

Aspects of parish life most important to you
1. Fellowship
2. Historic tradition and liturgy
3. Christian education/formation

Highest-rated aspects of parish life today
1. Music ministry
2. Historic tradition
3. Preaching

Key strengths of Bruton Parish
1. Historic tradition and location
2. Music program
3. Clergy

Most important aspects to preserve
1. Anglican/Episcopal tradition
2. Music ministry
3. Clergy excellence
4. Strong youth and college programs

Most important aspects to improve
1. Attract younger families
2. Increase individual pastoral care by the clergy
3. Finance and stewardship
4. Fellowship
Areas that need to grow in order to support a thriving church

1. Acceptance and encouragement of young families
2. Stewardship
3. Fellowship

For Bruton Parish Church 2009 Survey Score Sheet and Demographic Information of Survey Respondents, please follow this link: http://images.acswebnetworks.com/1/1318/PARISHSCORESHEETGRAPHSPDF

Five listening group sessions explored all areas of parish life. From comments made by attendees, the main conclusions are as follows.

- Bruton as an historic church: We appreciate the unique qualities of the 18th-century building, but desire 21st-century comforts, such as accessible restrooms. The contemporary and historic church are intertwined. The architecture influences liturgy and music, but at times the historic church overshadows the living church.

- Ministry of the laity: We offer many opportunities for lay people to become involved, but we do not always train and rotate leaders effectively.

- Pastoral care: We desire strong pastoral care, but don’t always meet every need. We are a big congregation with different sub-groups, but we want clergy to know us personally.

- Evangelism and renewal: We want to attract more young families, but realize we may not be meeting their needs. We want young families to feel welcome at church, but old attitudes and the design of the building make this a challenge.

- Outreach: We participate in many worthy projects, but are not making these projects known to the larger community.

- Financial stewardship: We need more robust financial stewardship and continuing education on this subject.

- Fellowship: We want to know one other, but we have five Sunday services and must contend with the distance between the church and parish house.
May, 2010

Dear Future Rector,

Hi! We are writing on behalf of the Bruton Parish youth. Being a young person at Bruton Parish is interesting and eventful. We often feel outnumbered by our senior parishioners, but we enjoy getting to know many of them. There are not that many youth here, and we would love to see more.

There are many opportunities for youth to be involved in the life of the parish; many of us are acolytes, readers, concert ushers and guides. We also participate in Sunday School and Youth Group where we have the chance to help with a lot of volunteer activities. We also have the opportunity to preach on Youth Sunday.

We have many dreams for Bruton Parish. We would like for there to be more fellowship and a closer-knit community because sometimes parishioners come and go on Sundays without meeting new members. We would also like to see more creativity in the programs offered and learn more about our Episcopal traditions.

We hope that the next rector will build relationships with the youth, continue to use the lavabo bowl when preparing the Eucharist* and preach entertaining sermons.

We look forward to meeting our next rector soon!

Sincerely,
11th and 12th Graders on Behalf of the Youth Community of Bruton Parish

*Using the lavabo bowl is relatively new at Bruton, and those of us who acolyte really enjoy helping the clergy use it when we serve
THE RECTOR WE SEEK

 Shortly after the Search Committee convened, we composed a prayer for guidance. The prayer has been said aloud at meetings and most services. It asks God to help us understand God’s purpose for our parish, and kindle consensus among us. It also asks God to help us call a rector who possesses four God-given qualities, and certain skills derived from them, as set forth below.

A Preacher to preach God’s word. A person who…
…will proclaim the Gospel and make it relevant to today;
…is theologically well-grounded;
…will preach articulate, intellectually stimulating sermons;
…is inspired and inspiring.

A Pastor to nourish the spiritual needs of God’s flock.
A person who…
…is able to direct a clergy-based, lay-assisted ministry of pastoral care;
…is committed to attracting and nurturing young families;
…has a developed ministry of presence;
…is warm, genuine, and demonstrates care and concern for others;
…has a good sense of humor.

A Shepherd to nurture our stewardship of God’s many gifts.
A person who…
…has knowledge of and experience with a resource-size (large) church and its complex systems;
…has the ability to make certain these systems function smoothly;
…understands the tie between our history and our living church;
…appreciates our rich music ministry;
…has the skill to teach the theological aspects of giving;
…with the vestry, can develop and lead an effective program of annual giving and a long-term plan to address capital needs.

A Leader to inspire us to walk in God’s way. A person who…
…can work in a collegial manner to build a clergy team around a shared vision;
…can lead a large paid staff and develop lay leaders;
...is someone of stature, able to attract others to participation and commitment;  
...will become an active and visible participant in the Greater Williamsburg community.

In addition to the prayer, use of the ministry specialties descriptions brought valuable insight to our work. We distributed the list of specialties to attendees of the listening group sessions, and asked them to select the six which were most important to them. This process helped us identify the gifts and abilities of a future rector that would best correspond to the needs of Bruton Parish. Based on frequency of response they are:

- Preaching
- Administration
- Ministry with Youth
- Theology
- Stewardship
- Leadership/Development
Our Hopes for the Future

With God’s help, we hope to grow and enhance the place that Bruton Parish holds in the hearts, minds and souls of parishioners. We believe that every single person has a role in the well-being of the Church and brings unique gifts and talents to contribute. A loving relationship between our new rector and the people will underpin our future work together. From discussion and reflection, the Search Committee has discerned many hopes for the future of Bruton Parish, some of which are described here.

- We earnestly desire to attract and nurture new young families to perpetuate the church, and we want to deepen the involvement of the young families we have.

- We wish to develop strong lay and clergy leadership to inspire and inform us, to expand our vision and reach, and re-energize us.

- We must address physical plant issues to ensure that our facilities meet modern requirements but also respect our historic tradition.

- We recognize the need for an inspired campaign of annual and planned giving, because we know we require more robust financial stewardship to sustain us.

- Under the organizational structure for parish ministries known as SWEEPS, recently implemented, we will ensure that our ministries carry out their missions in a coordinated, effective manner. We hope to open more opportunities for parishioners to participate actively in ministries that best suit their time and talents. See Appendix 4: SWEEPS Diagram

- We seek a stronger role for Bruton Parish in our diocese, in greater Williamsburg and beyond.

- We desire ongoing Christian education for all ages, with structured and rigorous content to bring about greater participation.

- We wish to offer increased and varied opportunities for spiritual development.

- We want to create new ways, through fellowship and other means, to achieve greater unity in the parish.
We hope this document has given you an understanding of Bruton Parish today, its rich history, and our aspirations for tomorrow and beyond. We are now receiving expressions of interest. After reviewing this parish profile, if you would like to be considered by our Rector Search Committee, please provide us with the following information:

- Cover letter specifically indicating how you prefer that we contact you
- Current résumé or curriculum vitae
- Church Deployment Office Profile

Please submit the above information by e-mail to searchcommittee@brutonparish.org or by mail to Isabel Ware Burch, Chair, Rector Search Committee, Bruton Parish Church, P.O. Box 184, Williamsburg, VA 23187-0184. Correspondence will only be seen by committee members. The committee would like to assure you that initial communications with prospective candidates will be treated with total confidentiality. The identity of candidates will not be disclosed without consent. Thank you.
### Brutton Parish Church Pledging History, 2008-2010

<table>
<thead>
<tr>
<th></th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Pledges</td>
<td>607</td>
<td>540</td>
<td>552</td>
</tr>
<tr>
<td>Average Annual Pledge</td>
<td>$1,792</td>
<td>$1,914</td>
<td>$1,857</td>
</tr>
<tr>
<td>Average Weekly Pledge</td>
<td>$34</td>
<td>$37</td>
<td>$36</td>
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</table>

**Brutton Parish Church Pledging History**

![Bar chart showing pledging history from 2008 to 2010](chart.png)
**The Bruton Parish Clergy and Lay Staff**

The Rev. Ronald P. Jaynes, *Interim Rector*

The Rev. Mary Douglas Turner,  
*Associate Rector* (retiring 2010)

The Rev. Charles A. Robinson, *Associate Rector*

The Rev. John Maxwell Kerr,  
*Associate Rector/College Chaplain*

The Rev. Daniel T. Avery, *Assisting Priest*

Ms. Leslie D. Coe, *Christian Formation Director*

Ms. Elizabeth L. Farr, *Youth Director*  
(re-locating May 31, 2010)

Dr. JanEl B. Will, *Director of Music & Organist*

Ms. Rebecca E. Davy, *Associate Organist & Choir Director*

Mr. James S. Darling, *Organist & Choirmaster Emeritus*

Ms. Genrose M. Lashinger,  
*Joyful Noise Choir Director*

Ms. Ann S. Porter, *Chorister Choir Director*

Mr. Dudley Hoyle, *Comptroller*

Mr. Alan MacDonald, *Financial Assistant*

Ms. Hilary Cooley, *Communications Director*

Ms. Christine S. Britton, *Administrative Assistant*

Mr. Mike Wanless, *Facilities Manager*

Mr. Ronnie Cotman, *Sexton*

Ms. Carol Weaver, *Manager, Bruton Parish Shop*

Ms. Laura Paolicelli, *Assistant Manager, Bruton Parish Shop*

Ms. Nancy Nelson, *Financial Assistant, Bruton Parish Shop*

**Vestry**

William C. Porter, Jr., *Senior Warden (2011)*

Steve Hibbitts, *Junior Warden (2012)*

Marget C. Bradenham, *Register (2011)*

Jean Van Tol, *Treasurer (2012)*

Charles H. Bauer (2012)

Peter Blankman (2013)

Pete Cruikshank (2012)

Joseph P. Dellinger (2013)

Ronald Hurst (2013)

William O. Kafes (2011)

Jack R. Nordlund (2011)

Joan A. O’Brien (2013)
Appendix 3

Approved 2010 Budget and Actual Results, 2009 and 2008; Outline of the 2010 Operating Budget

Approved 2010 Budget & Actual Results, 2009 and 2008

<table>
<thead>
<tr>
<th></th>
<th>Approved Budget</th>
<th>Actual Year-end</th>
<th>Actual Year-end</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Giving</td>
<td>1,228,000</td>
<td>1,227,093</td>
<td>1,292,279</td>
</tr>
<tr>
<td>Other Income</td>
<td>179,500</td>
<td>272,254</td>
<td>148,757</td>
</tr>
<tr>
<td>Endowment Income</td>
<td>430,000</td>
<td>388,818</td>
<td>531,824</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>1,837,500</td>
<td>1,888,165</td>
<td>1,972,860</td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clergy &amp; Administrative Staff</td>
<td>813,204</td>
<td>732,692</td>
<td>861,591</td>
</tr>
<tr>
<td>Utilities/Insurance/Maintenance</td>
<td>345,789</td>
<td>341,521</td>
<td>209,268</td>
</tr>
<tr>
<td>Ministry Beyond the Parish</td>
<td>50,000</td>
<td>78,890</td>
<td>104,638</td>
</tr>
<tr>
<td>Music Program</td>
<td>210,873</td>
<td>210,965</td>
<td>191,093</td>
</tr>
<tr>
<td>Canterbury Program</td>
<td>19,710</td>
<td>23,301</td>
<td>22,307</td>
</tr>
<tr>
<td>Christian Formation</td>
<td>112,550</td>
<td>137,274</td>
<td>150,631</td>
</tr>
<tr>
<td>Diocese</td>
<td>125,200</td>
<td>124,825</td>
<td>146,949</td>
</tr>
<tr>
<td>Other Programs</td>
<td>73,745</td>
<td>54,532</td>
<td>24,311</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>1,751,071</td>
<td>1,704,000</td>
<td>1,710,788</td>
</tr>
<tr>
<td><strong>Net Operating Income</strong></td>
<td>86,429</td>
<td>184,165</td>
<td>262,072</td>
</tr>
<tr>
<td><strong>Capital Expenditures</strong></td>
<td>86,429</td>
<td>105,979</td>
<td>236,734</td>
</tr>
<tr>
<td><strong>Increase/(Decrease) in Net Assets</strong></td>
<td>(0)</td>
<td>78,186</td>
<td>25,338</td>
</tr>
</tbody>
</table>
Outline of the 2010 Operating Budget

This document has been prepared to provide the members of Bruton Parish Church with detailed information on how the Bruton Parish Budget for 2010 was developed.

Introduction

Bruton has seen a decline in the numbers of members pledging and/or dollars pledged as can be seen by a review of the numbers below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Pledges</th>
<th># of Pledges</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>$1,087,750</td>
<td>607</td>
</tr>
<tr>
<td>2009</td>
<td>$1,033,683</td>
<td>540</td>
</tr>
<tr>
<td>2010</td>
<td>$1,025,000</td>
<td>552</td>
</tr>
</tbody>
</table>

This environment made it challenging to develop balanced budgets while continuing the same level of staff, services and programs. A review of the budget for 2009 will provide some insight into how the Parish stood financially as the time came to prepare a budget for 2010.

The 2009 Budget

In 2009 the reduced number of pledging households (108) reduced our income for that year by $123,000. This loss was offset by 35 new pledges contributing $36,000 and increased pledging by other parishioners. However, the total pledged income amounted to $55,000 less than pledged in 2008. This decrease in income, without a corresponding reduction of expenses resulted in the vestry being asked to approve a budget for 2009 with a deficit of $33,000.

Ultimately a balanced budget was achieved at year end due to the factors listed below:

- No salary increases for the second consecutive year.
- The Interim Rector’s costs were over $50,000 less than those of the previous rector.
- All expenses were cut to the bone and procedures set in place to control spending.
- A full time administrative position was filled by a part time person for six months.
- The increased income from the Tower Box (we now depend on this in the 2010 budget to cover ongoing operating costs).
The 2010 Budget Process

During the 2010 Stewardship/Annual Giving program in the fall of 2009, the Rector, the Stewardship Committee, and the Vestry, made a concerted effort to meet and discuss the budget with all members of the Parish family. Consequently pledges were made for 2010 amounting to $1,025,000, slightly below the pledge income received in 2009.

A draft budget for 2010 was presented to the Vestry on January 16th 2010 and included the following:

- Same staff as in 2009, with a 3% salary increase for all staff in recognition of their sterling efforts and the lack of an increase for 2 years.
- Funds for a nine month position for a full time Administrative Assistant
- Provision for the Search process, ($30,000), and the moving expenses for the incoming and departing Rector/Interim Rector ($15,000). By word of explanation: the Interim Rector’s move to Williamsburg was paid by his parish in California.
- The Interim’s salary for 9 months and the new Rector’s salary for three months, an increase in that line item of $30,000, with a greater increase expected in 2011.
- A 10% increase in employee health benefits which the Parish provides for all employees as required by the Episcopal Church.
- All other operating expenses were maintained at the 2009 level.

This budget produced a deficit of $75,000 with a forecasted deficit for 2011 that could potentially reach $150,000 unless we have a major increase in giving or a major reduction in our expenses. Obviously this was an untenable position for any church or organization to contemplate, particularly one like Bruton that does not have large cash reserves to call upon.

The Vestry passed this budget with the stipulation that the officers of the Vestry would come back to them by the March meeting with a balanced budget for 2010 and a plan for 2011.
How the Budget Was Balanced

Careful review of the draft budget indicated that salary and benefits represent 60% of the operating budget and maintenance and upkeep of our buildings another 25%. This left approximately 15% to cover programs and other ongoing costs. It became clear that the savings we needed to balance the budget could only be achieved through changes in staffing. Such changes could not be done lightly or easily and demanded that we carefully review Bruton’s ministries and programs to determine how this could be achieved while still maintaining the services that our Parish has come to expect and value. Two areas that we reviewed in detail are discussed below.

Clergy Staff: The cost budgeted for clergy expense amounted to 28% of the total budget. We concluded that Bruton could only support a full time Rector, a full time associate, and a second associate who would also be the Chaplain to the College of William and Mary. It was agreed that this change will be implemented in the fall of 2010.

Reducing our clergy staff by one fourth will be difficult and may necessitate changes in programs. The specifics of how the clergy responsibilities will be allocated have not yet been defined.

Christian Formation Staff: We believed it was also time to review our entire program for children and youth. It became clear that a new expanded vision for these ministries was needed as the average number of students attending the Sunday school is 20-25 in grades K-12. The Sunday evening youth program has an average attendance of 20-25 Junior and Senior Highs. We concluded that Bruton Parish would be best served in this area by having one full-time person to lead and co-ordinate both these programs. However, filling this important position shortly before the new Rector would arrive was not prudent or feasible.

Subsequently it was decided to move to two part time positions beginning in July of 2010 and running through May of 2011. By then the new Rector will have had time to develop his/her vision for Christian Formation and be able to appoint the full time person who can best bring this vision to fruition.

The staffing changes as outlined above were incorporated into the budget numbers and the Vestry approved a balanced budget in March. Coincidently during this review period, two staff members, the Rev. Mary D. Turner and Elizabeth Farr told the Rector of their plans to leave Bruton during 2010.
Bruton has been living beyond its means. Our giving is decreasing while our costs continue to increase despite careful management. It is essential that, as a Parish community, we have a successful Stewardship campaign in the fall for 2011 as it is critical to maintaining and hopefully expanding the ministry of the church.

These changes, both in the clergy staff and in Christian Formation, difficult as they are, should not be seen as negatives but as an opportunity for the members of the Bruton Parish Family to see new ways to step up and be a vital part of Bruton’s ministry. This year, particularly, when we will be calling a new Rector we must ensure that the appropriate steps have been taken to have balanced budgets in 2010 and 2011. This will allow the new Rector the financial latitude to establish his/her own vision for Bruton Parish Church.
**Appendix 4**

**SWEEPS Diagram**

**SERVICE**
Serving those in our community, the nation and the world.

- Faith in Action
- HELP
- United Thank Offering
- FISH
- PORT
- Canterbury Missions

**Mission Grants**
Brutton Shop

**Vestry Liaisons:** Charlie Bauer & Steve Hibbitts

**WORSHIP**
Planning and offering worship at Brutton.

- Acolytes
- Altar Guild
- Choirs
- Lay Readers
- Music Program
- Ushers
- Vergers

**Vestry Liaisons:** Charlie Bauer & Joe Dellinger

**EDUCATION**
Offering opportunities to grow in Christ for our children, youth, college students & adults.

- Adult Education
- Education for Ministry (EFM)
- Library
- Youth Ministries
- Church School
- Canterbury
- Playschool

**Vestry Liaisons:**
Bill Kafes & Jack Nordlund

**EVANGELISM/REACHING OUT**
Providing hospitality to our visitors.

- Candlelight Concerts
- Concert Ushers
- Guides
- Newcomers/Greeters
- Publications
- Receptionists
- Brutton Shop

**Vestry Liaisons:**
Margaret Bradenham & Peter Blankman

**PARISH FELLOWSHIP**
Deepening our relationships within Brutton.

- Coffee Hours
- Goodwin Bentley ECW
- Dinner for Eight Fellowship
- Kitchen Ministry
- Men’s Fellowship Breakfast

**Vestry Liaisons:**
Joan O’Brien & Jean Van Tol

**PASTORAL SUPPORT**
Providing care and support for those who are ill or in any need or trouble.

- Daughters of the King
- Eucharistic Visitors
- Guild of the Christ Child
- Parish Nurse
- Pastoral Care Ministry
- Prayer Shawls
- Caring Caterers
- Shepherd Ministry
- Stephen Ministry

**Vestry Liaisons:**
Margaret Bradenham & Joe Dellinger

**STEWARDSHIP & ADMINISTRATION**
Vestry canonical responsibilities.

- Brutton Parish Endowment Fund, Inc.
- Annual Giving/Stewardship
  - Brutton Parish Foundation
  - Planned Giving
- Communications
  - Brutton Bytes, Chronicle & Website
- Vestry & Its Committees
  - Long-Range Planning / Property
  - Membership

**Vestry Liaisons:**
Peter Blankman, Pete Cruikshank & Ron Hurst
Related Links

City of Williamsburg
www.williamsburgva.gov

James City County
www.jece.gov

York County
www.yorkcounty.gov

Williamsburg Area Real Estate
www.waarealtor.com

Williamsburg- James City County Public Schools
www.wjcc.k12.va.us

Williamsburg Area Convention and Visitors Bureau
www.visitwilliamsburg.com

Colonial Williamsburg
www.history.org

College of William & Mary
www.wm.edu

The Virginia Gazette
www.vagazette.com

Williamsburg Yorktown Daily
www.wydaily.com

The Daily Press
www.dailypress.com

Newport News-Williamsburg International Airport
www.nnwairport.com

Norfolk International Airport
www.norfolkairport.com

Richmond International Airport
www.flyrichmond.com

Virginia Is For Lovers
www.virginia.org

Merchants Square
www.merchantssquare.org

Prime Outlets
www.primeoutlets.com/locations/williamsburg.aspx

Williamsburg Farmers Market
www.williamsburgfarmersmarket.com

Williamsburg Area Restaurant Association
www.williamsburgarearestaurants.com

America’s Historic Triangle
www.historictriangle.com

Jamestown Settlement
www.historyisfun.org

Historic Jamestowne
www.historicjamestowne.org

First Night Williamsburg
www.firstnightwilliamsburg.com

Occasion for the Arts
www.occaisonforthearts.org

Williamsburg Regional Library
www.wrl.org

Area Movie Theatres

Williamsburg Works
www.williamsburgcc.com/williamsburgworks.cfm

Diocese of Southern Virginia
www.diosova.org

Sentara Williamsburg Regional Medical Center
www.sentara.com/williamsburg

Riverside Regional Medical Center
www.riversideonline.com