

OFFICE Tommie Moore

The work of the All Saints' staff centers on supporting all of the ministries that All Saints' has to offer. Our jobs would be impossible to do without the energy and faithfulness of our volunteers! It has been a privilege to work with all of you this past year.

When coordinating any service, event or program, much goes on behind the scenes to help make the occasion a success. In 2013, some of the behind the scenes efforts included – weekly staff meetings, publishing bulletins for Sunday and Wednesday worship services, and bulletins for special services such as those held during Advent, Lent, Holy Week, Christmas, All Saints' Sunday and Epiphany. We also published the Cross and Crown newsletters monthly and began sending Saints' New Network emails weekly. Together we coordinated Executive Committee meetings, Vestry meetings, a Vestry Retreat, a new Warden and Vestry member orientation, a new committee chair orientation and calendar planning meetings. We held several major events in 2013 such as the Annual Parish Meeting and lunch, Shrove Tuesday Dinner, Pentecost Shrimp Boil, Blessing of the Animals, Bluegrass Mass and Parish Picnic, a newcomers' gathering, the ECW Food Fest, Lessons & Carols and the Saints' Brew Christmas dinner, just to name a few. We also coordinated the publication of a new pictorial directory. Our thanks to Nathan Duncan and his team for going above and beyond to make sure as many parishioners as possible were included in this publication. For every event, meeting, worship service, etc. that the office staff has supported, each committee chair, team member or coordinator has had a major hand in making it all come together successfully. It has truly been a team effort and you will see that reflected in each of these reports. We could always use a few more hands, so if there is a specific area you'd like to be involved in, please call me and I'll be more than happy to get you connected!

In 2013, the office budget was \$17,714 and we spent \$16,069.45. Office expenses included the purchase of office supplies, postage, printing supplies, copier maintenance and repair, and advertising. In addition to those expenses, the All Saints' staff attended a 2 day training session on our Automated Church Service software with an ACS representative from Birmingham. This time was spent educating us on the various functions and uses of the system which has enhanced our capabilities in data tracking and management, making our work more efficient. We continue to look for ways to reduce our spending and/or spend the office budget more efficiently. We have almost 250 parishioners that receive their newsletters by email. In addition, all reminders and notices are emailed, which saves on expenses in the categories of postage, printing, office supplies, and copier supplies and maintenance.

I would like to offer my thanks to the entire staff: Fr. Paul, Fr. Stanford, Rick Armstrong, Stacy Carroll, Michele McBride, Jessica Nelson, and Nancy Sweat. They are a dedicated group of professionals, who take their jobs seriously and deliver their work with the highest of standards.

This is a busy place, bustling with work that keeps this church active and vibrant. All of us together keep All Saints' moving forward while continuing to live into our mission statement: *To equip ourselves for Christ's service by gathering for worship, fellowship, prayer, and study; To minister to and support each other, and to welcome all who walk through our doors; To act as responsible stewards of God's gifts to us; And to do God's work in the world by seeking and serving Christ in all persons.* As 2014 unfolds, I know that this is an exciting time to be a part of All Saints' and I'm thankful to be a part of our very bright future!