2017 Annual Report

The 63rd Annual Congregational Meeting
9:00 a.m., February 25, 2018

Calvary by the Sea Lutheran Church
5339 Kalanianaole Highway
Honolulu, Hawaii 96821

“Sharing the Blessing of God’s Grace with Aloha”

The Rev. Timothy J. Mason, Pastor

Council of Deacons

President: Tim Sprowls (through 2/2018)
Vice President: Cheryl Tuitele (through 2/2018)
Secretary: Jennifer Welch (through 2/2018)
Treasurer: Mary Pat Ashby (through 2/2018)
Deacons: Lea del Castillo (through 2/2019)
Patricia Wong (through 2/2019)
Kaui Lucas (through 2/2019)
Kelly Holden (through 2/2020)
Patricia Kickland (through 2/2020)
Lisa May Montano (through 2/2018)
Paul Jones (through 2/2018)
Kim Bock (through 2/2018)
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Treasures Report 
Will be a Separate Report 
Attached at a Later Date 

Mahalo for your patience
Agenda

Approval of Annual Meeting Minutes for 2017

Reports from:
- Pastor Tim Mason
- The Council of Deacons  Tim Sprowls, President
- Treasurer & Auditing  Mary Pat Ashby, Treasurer

Committee:
- CBTS Montessori School  Momi Martinez, Director
- Worship and the Arts  Tom Poole, Director
- Committee Reports

Election: Presented by Nominating Committee
- President of the Congregation
- Secretary of the Congregation
- Members of the Council of Deacons
- Four Members of the Nominating Committee

Approval of Year 2018 Budget – Mary Pat Ashby, Treasurer

New Business

Adjournment
Call to Order: The meeting was called to order by Geoff Hamilton at 9:00 a.m. 44 members present.

Approval of Annual Meeting Minutes for 2016: Check for first and last names in minutes and change p6 in the Annual Report to Dottie Manning. Dottie started the Rainbow Gallery and Pastor Tim dedicated it. Monika Day motioned to accept the minutes with these changes. Mary Pat Ashby seconded. Unanimous.

Quorum count: 43 members present: There are 379 total members in the congregation. 5% is a quorum, which is 19 members. Quorum present.

Reports

Pastor Tim Mason
Highlighted:
  o We are considering hiring a Youth Director. We will be sending high school students to the Western States Youth Gathering this summer. Vacation Bible School will be led by a team from Lutheran Retreats Camp. There will be two weeks of Bible School presented for several ages.
  o Paul O. Jones has attended training to become a new leader for Stephen Ministries.
  o Pastor Tim Mason’s full report is in the Annual Report 2016, which is on file in the church office.

Council of Deacons (Geoff Hamilton, President)
Highlighted:
  o Geoff Hamilton thanked members of Council who have served over the last two years.
  o He has a concern for attendance at the worship services.
  o Lea Del Castillo expressed her thanks for Geoff Hamilton’s leadership.
  o The President’s full report is in the Annual Report 2016 which is on file in the church office.
• Treasurer and Auditing Committee (Mary Pat Ashby, Treasurer)
  Highlighted:
  o 2016 had many challenges and many amazing blessings.
  o We began the year with a break-even budget.
  o By mid-year, we recognized that giving and weddings were down, so each
    fiscal department was asked to not spend all of their budget.
  o By the end of the year, we were able to come in $71,000 under budget, and
    final loss was $22,200.00.
  o Calvary was blessed this year with two substantial gifts. One was from the
    estate of Donald K. Heffrin in the amount of $377,500.00. Mr. Heffrin had
    been a member of Calvary in the 1960s. There were no restrictions on the
    use of this gift. The other gift was from the estate of our member Diane Lau.
    On the last day of the year, $1,005,000.00 was deposited in the church’s
    account. In 2017, other assets will be disbursed. Her trust states that the
    funds are to be used for the Youth at Calvary.
  o In the 2017 budget, the plan recommended by the COD is as follows:
    o All children and Youth Programs will be supported by the Diane Lau
      fund.
    o $124,500.00 of the Heffrin fund will be utilized to support missions,
      the liturgical dance program, and grants to members to propose
      and implement ideas to help Calvary grow and be a blessing to our
      community.
    o All other operations of the church will be supported by giving and
      wedding income, and that portion of the budget has been
      developed with the goal of breaking even by year-end.
    o An additional $200,000.00 of the Heffrin fund will be allocated to
      capital projects over the next two years.
    o The remaining $50,000.00 of the Heffrin fund will be placed in the
      Calvary Endowment fund.
    o Mary Pat Ashby’s full written report is in the 2016 Annual Report
      and on file in the church office

• CBTS Montessori School (Momi Martinez, Director)
  Highlighted:
  o Momi thanked Jennifer Welch for her year of service as the Interim Director
    of Calvary By the Sea Montessori Preschool. Momi Martinez was hired as the
    permanent Director of the preschool and began work on May 22, 2016.
  o Financially, the school is well off with a net income of $71,811.12.
  o The school is based on “Love One Another”.
Some teachers have 20+ years of experience.
Chapel is led on Wednesday mornings by Pastor Tim Mason.
Momi Martinez is grateful for her incredible staff and the congregation.

1 Worship and the Arts (Tom Poole, Director)
   Highlighted:
   - This year is Tom Poole’s 10th anniversary.
   - Tom Poole referred to the Annual Report as the people’s response to God’s Word
   - Tom Poole thanked the Calvary Choir, Fletch Young (Sound Engineer), Ina Young (Organist, Handbell Choir Director, Keiki Choir Director, and PAC co-director), instrumentalists who accompanied our services, dancers in our service and the Tribes. Tom Poole referred to all of them as his heroes. Bob Joseph and Peter Matsumoto, two members of the Calvary Choir, passed away as well as Diane Lau, our cheerleader. Peter underwrote the purchase of our white aloha wear.
   - Most significant event: Saturday Evening Worship Service. This has been a labor of joy.

2 Committee Reports (These are highlights spoken at the microphone. The full committee reports are on included in the Annual Report 2016, which is on file in the church office.)

3 Property and Grounds Committee (Tim Sprowls):
   In late 2015, we retained an Engineering firm to conduct a survey of the property and create a phased maintenance plan for the next several years. In early 2016, we received the results of the reserve study and started working on the suggested repairs. Major projects accomplished this year include:
   Carpet was replaced in the sanctuary
   - Resurfaced the driveway
   - Installed a solar air conditioner in the Pastor’s office
   - Replaced a failed air conditioner in the Preschool area of Hale Aloha, as well as rerouted a second air conditioner into the space.
   - Replaced a broken door on the men’s bathroom
   - Tim Sprowls thanked Ken Hutchinson and Bob Legler for all of their volunteer efforts on the buildings and grounds this year.
   - Tim Sprowls asked for volunteers to serve on committee. Please contact the church office or any COD member, if interested.
• Endowment Team (Pulelehua Quirk): Acknowledged: Nackil Sung and Linda Hansen for their service. They are outgoing members.

• Angel Network (Jewell Tuitele): Over the last four years, Jewell and Cheryl Tuitele have served on Angel Network. What Jewell Tuitele saw was that ANC was giving a fish, and some people were taking advantage of the system. ANC’s new mission statement, in essence, is “we are not going to just give fish, we are going to teach people how to fish”.
  1. Renovated the facility and kitchen
  2. Teaching: First cooking class yesterday with Chef Steve
  3. Pay it forward

• Sunday School: (Kelly Holden) Kelly Holden encouraged us to come April 2nd, when we will have a “Sunday School Service” during Worship.

• Stephen Ministry (Paul O. Jones): Paul O. Jones emphasized the importance of the ministry to our church, as caregivers doing the Lord’s work. If you are experiencing a life crisis, let Pastor Tim Mason or a Stephen minister know.

• Stewardship Committee and Counting Team: Mahalo to the counting team: Mary Pat Ashby, Judith Cucco, Naomi Kau, Bev Matsumoto, Jennifer Welch, Kim Bock, Leslie Dorman, Yuriko Mason, and Martha Staff. Stewardship had the highest number of pledges ever, and a great Stewardship event, thanks to the stewardship team. The committee completed its campaign for the new organ, which was dedicated on January 3, 2016. Our initial goal was to raise $45,000.00 but, in the end, we raised $51,687.00, so the fund raising effort was a grand success!

• Yoga Program (Martha Staff and Laura Sprows) Mahalo to Martha Staff and Laura Sprows, our Yoga instructors. Yoga-by-the-Sea has been operating for more than seven years and continues to offer two classes per week. The classes are donation based, enabling the purchase of needed props and equipment, with the balance of donations given to ANC.

• Mindfulness Group meets on Friday evenings. (Anthony DiMello)
Election: Presented by the Nominating Committee
Jon Osorio introduced the nominating committee: Linda Hansen, Bryce Harken, Pam Fajima, Pastor Tim Mason, Tim Sprowls (until nominated for President) served on the committee.

Nominations:

- President of the Congregation: Tim Sprowls
  1. Additional nominations: none
- Secretary of the Congregation: Jennifer Welch
  1. Additional nominations: none
- Three members of the Council of Deacons (3 year terms): Kelly Holden, Patti Kickland
  1. Additional nominations: none.
  2. Procedure for filling the remaining seat: The Constitution states C12.03. “Should a member’s place on the Council of Deacons be declared vacant, the Council of Deacons shall elect, by majority vote, a successor until the next annual meeting.” This was announced by Geoff Hamilton and will be fulfilled by the new Council of Deacons in March, 2017.
- Four Members of the Nominating Committee: Mike May, Laura Sprowls, Hannelore Herrmann, and Mary Osorio.

At 9:59 a.m., the election was closed by Tim Sprowls.

- Approval of Year 2017 Budget: Mary Pat Ashby, Treasurer

Presentation:
- Mary Pat Ashby thanked John Keys and Shelby Yuu for their help with the setting of the annual budget.
- The driving force for the budget planning was the ability to flourish and grow.
- Gift Policy

The Calvary By the Sea Lutheran Church has adopted Guidelines on Distribution of Gifts. This policy was approved at the 16 December 2004 Council of Deacon meeting and affirmed at the 20 February 2005 CBTS Annual Meeting and states:

These guidelines apply only to undesignated (no donor restrictions) gifts of $25,000.00 or more that have been accepted under the 2004 CBTS Gift Acceptance Policy (item 5.13) and reviewed under the 2004 CBTS investment Policy.
Distribution of gifts:

When a gift is received the Council of Deacons should consider these priorities for the distribution of funds:

1. Council considers giving a percentage to Missions that corresponds to the percentage of total Mission in the current CBTS budget. For example, if the current budget gives 16% to missions, that is the percentage that will be designated to support Missions. This needs not be limited to the current CBTS budget mission designees.
2. Council considers payment toward CBTS debt reduction or elimination.
3. Council considers new or existing requests for emergency or non-programmed purposes.
5. Council considers maintaining a minimum reserve fund as part of the budgetary process.

This year’s Legacy Gifts include the Heffrin Fund and the Lau Fund. Council recommended spending the Heffrin fund over two years with the allocations listed in the report. We are open to which missions we will give to and are asking for suggestions from the congregation. Submit a written request to the Council of Deacons.

Discussion of the 2017 Budget:

- Jon Osorio entreated us to dream and come forward with ideas for growth in our church activities.
- The new Council will create a process for the “Growth Grants” as a part of the decisions to spend the Legacy Gifts.
- Pulelehua Quirk suggested that we create small groups that meet in individual homes to talk about those growth dreams. Pu has volunteered to help with that process, but is asking for a point person to volunteer. Several people volunteered: Miki May, Laura Sprowls, Martha Staff. Suggestions: Karen Sisler suggested a Sunshine Committee, and support for people who are ill, or simply to thank someone. Miki May suggest holding activities on campus to support our kapunas in the community.
- Mary Pat Ashby spoke to our Investments Policy and that she asked Marty Welch and Marc Adelberger to take a look at it. They are in the process of deciding on conservative investments.
- Diane Lau Fund: We will use some of the monies to fund operations this year, then less next year, and none the third year (check report)
- Capital Budget will use $175,000.00 to keep up the sanctuary for weddings.
- UI Productions and Paul Tomita: Paul Tomita increased what he pays per wedding next year. The solar panels that he installed for us 4 or 5 years ago have drastically reduced our electric bill. He also applied for us to get a residential rate on our electric bill, which decreased our bill again. We are thankful to Paul Tomita for all he does for us.

From the discussion:

- Jennifer Welch motioned to amend the Diane Lau budget from $61,000.00 to $100,000.00 for Youth Programs from the Diane Lau bequest. Seconded by Sherri Clark. Pu Quirk amended the motion to allocate $100,000.00 for Youth Expenditures from the Diane Lau bequest. Jennifer Welch accepted the amended motion. Judith Cucco seconded. Unanimous.

Further discussion:

- Laura Sprowls: How do we define Youth? What ages?
- Suzie Hall suggested calling a Youth Minister who would head this.
- Suggestion by Alyssa Mencel: T.I.M. team (Teens In Ministry)
- Karen Sisler suggested being good stewards of the gift money and only spending what is required.
- Miki May asked if we would consider a full-time Youth Minister when we are discussing this in Council.

Vote on the Amended budget:

Kelly Holden motioned to approve the Calvary operating budget not to exceed $1,073,132.00 Seconded by Lea Del Castillo. Unanimous.

Election results:

For President of the Council: Tim Sprowls 51 votes
For Secretary of Council: Jennifer Welch 48 votes
For Council of Deacons:

_Patti Kickland 49 votes_
Kelly Holden 49 votes

For the 2018 Nominating Committee:

Mike May: 49 votes
Laura Sprowls: 48 votes
Hannelore Herrmann: 48 votes
Mary Osorio: 48 votes

Geoff Hamilton announced that the candidates are elected.

Adjournment

Marty Welch motioned to close the meeting. Monika Day seconded. Unanimous.

Tim Sprowls announced next year’s annual Congregational meeting will be on February 18th, 2018.

The service continued with Communion.

Respectfully submitted,
Jennifer Welch
Secretary
Council of Deacons
Pastor’s Report
Pastor Timothy J. Mason

O come, let us worship and bow down,
let us kneel before the Lord, our Maker! Psalms 95:6

Pastor’s Report for 2017
By
Pastor Timothy J. Mason

We are blessed with three worship services. Our first weekly service is on Saturday night from 6:30 in Ohana Lani. Our next two worship services are at 7:30 and 10:00 am. Each service has a different feel and ambiance. The Saturday night worship is very casual and is easy to attend if you have activities on Sunday morning. The 7:30 am worship is a little more traditional with a sung liturgy. It is a joy to begin worship just after sunrise. The 10 am, reflects a different and wonderful personality of Calvary by the Sea Lutheran Church. Each worship experience is a time for us to turn to God and express our humanity, and then hear the Good News that we are forgiven, sanctified, fed and sent out as God’s people, charged with the responsibility of comforting the hurting, preach and do Justice, proclaim mercy and BE GOD’S PRESENCE IN THIS WORLD. This is what it means to be called the “Body of Christ.”

1. We have gone through some staff changes this year. We have been blessed by the time and talent of Shelby Yuu and Lehua Nakamaejo for many years. Shelby, after a serious injury has decided to take care of her son full-time. Lehua has moved onto more schooling and new adventures. Working in our office is an interesting adventure and we are being supported by Susan (Parish Administrator) and Nikki (Parish Assistant) as of the time of this writing.

2. On the 3rd Tuesday of every month I attend our monthly “Hukilau Conference Pastors meeting” from 10 am to around 2 pm depending on the discussions and upcoming event planning. We move the meetings to different churches so that we can see what our sister churches are doing and compare notes.

3. Every Wednesday morning begins with Chapel for our Pre-school at 8:30 in the sanctuary. We have an opening song, prayers, a Bible reading and message and then we close with song and prayer. At around 9 am, Chapel moves to the toddler room and we continue with stories and songs.
a. At 10 am we have our required staff meeting. The parish assistant will provide the complete church schedule for two months along with our agenda for the meeting. I require all staff leadership, including the school director to be a part of this meeting as this is the one time we can all coordinate times and locations of meetings and events. If you ever need to schedule an event or meeting, PLEASE go through our office and speak to the parish assistant FIRST as this person has the complete schedule and plan for the campus.

b. Following Staff Meeting, Tom and I will plan our Sunday worship services. We are normally in constant conversation about upcoming events, topics, seasons, and musicians. This the time to make final decisions so we can begin printing bulletins on Thursday.

c. Wednesday afternoon I prepare for confirmation class beginning with a meal at 6 pm. Our Confirmation program is made up of youth in their middle school years. We continue to use the Here We Stand online materials from Augsburg utilizing a PowerPoint, teaching materials, homework and other activities. The materials are based on a three-year cycle covering, Old Testament, New Testament and Lutheran Catechetical studies (Lord's Prayer, Creeds, Church History, Worship, Stewardship, 10 Commandments, etc.) We are finishing this years study of Catechetical topics. Next year we will be exploring the Old Testament. We meet most Wednesday nights from 6-8 pm which includes a meal from 6-6:30 pm, study begins at 6:30 and we finish at or before 7:50 pm., sharp. Many thanks to the parents and students who make this one of the best times of the week.

d. One great joy for me is to welcome Brister Thomas as our new youth director! She brings so much energy and experience to her calling. We have some great kids who have gone through our confirmation program, and now are participating in our new High School program. Get ready to hear about all their activities, Summer VBS, Servant Projects and more. Thank you Brister!

4. Thursday begins with sermon preparation and beginning study for sermon writing.

5. On Thursday from 10:30 I go to Hawaii Kai Retirement Community for our Prayer Circle in the multi-purpose room of the building called, “Phase 1.” We create a list of prayer concerns for individuals, events and the entire world. It is an amazing group of faithful pray offering saints!
6 Thursdays oftentimes become the days when there are Hawaii Foodbank Board meetings, counseling appointments and hospital visits. On the third Sunday of every month, I prepare for our Council of Deacon Meetings.

7 Fridays begin with Bible Study at Hawaii Kai Retirement Community at 10:30 SHARP! Our seniors are busy and they don’t wait so I can’t be late! We have a growing group made up of longtime members of Calvary by the Sea Lutheran Church as well as non-members and those who just want to study scripture. It is truly a joyful time for me during the week and it is an important time for me to put words to my thoughts in preparation for the Sunday sermon. It seems that I have been welcomed into the Retirement community by residents and staff, and it has become an important place of outreach.

   a I have concluded our Friday night Mindfulness Class based on the book, *Awareness* by Anthony de Mello.

8 Monday is my day off, my Sabbath. As I work Saturdays I will try to take some time off on Tuesdays if there are no appointments.

9 Many thanks to Lehua for organizing our Annual Blood drive on July 23rd. I would like someone to step up and help us continue this annual tradition. I give blood every eight weeks because I have spent a great deal of time with children at Kapiolani Medical Center for Women and Children afflicted with cancer. Plus, most of the blood we use on island must be shipped in from the mainland. We all need to donate and be a blessing if we can.

As we look at 2016, we again need to lift up the Tribe ministry and look at ways to inspire and welcome all of our members to participate in their tribes. Our church belongs to the members and we are all needed to make our worship life work. If you are not yet a member of a tribe, be sure to get assigned as soon as possible. Being a member of a Tribe and participating in your tribe is one of the best ways to get to know new members of the congregation and receive the satisfaction of contributing to our community. If you are a member of a tribe, and have not been contributing to your tribe… REPENT, and know that you are still welcome to get involved and ARE NEEDED MORE THAN EVER!

Fellowship and relationship building is very important for all communities. We had another amazing Ohana Camp on the North shore at Camp Mokuleia. We need to thank all the organizers, group leaders and worship leaders. This is one of the highlights of my year as it is a time for all of us to take the time to get to know one another in a relaxing atmosphere and just be a community. Be sure to sign up for our next Ohana Camp for 2018, ALL ARE WELCOME.
I would like to see a regular Fellowship event added to calendar every quarter. We have the most beautiful location in the world for BBQ’s, Potluck, Movies, speakers, public concerts and the like.

Our Stephen Ministry program continues along. I am so thankful for our faithful Stephen Ministers that attend our Peer Supervision meetings, as they are an essential element for being an effective Care Giver. The lessons we learn from Stephen Ministry training are lessons we will use our entire life, and are absolutely essential for the ministry of Calvary by the Sea Lutheran Church as we have demonstrated time and time again, that we are a WELCOMING and CARING faith Community. When we have about 6 church members expressing interest in becoming a Stephen Ministry we will begin a new class for 2018.

We also need to recognize that our church is a very dynamic faith community full of a welcoming spirit and grace. What excites me most about our church is that no matter what burdens we may be carrying, EVERYONE is welcome! People will come to our campus and tell me that, “There is a special mana/spirit to our campus, and I can feel it.”

A special thanks to Momi Martinez and her amazing commitment to our students, teachers and parents in leading our pre-school each and everyday. I am so very thankful to be able to contribute to their amazing work!

I am also thankful to be working with Tom Poole in creating beautiful and meaningful worship services. Each Sunday Tom and I will begin worship with a well thought-out plan, but most of the time, because the Holy Spirit will have something else in mind, we will be pleasantly surprised.

**Final remarks on Worship:**

1. Worship:
   a. **Worship is our central activity as a church, the Body of Christ.** Worship is our best human attempt at giving thanks to God for the Amazing Grace, mercy, joy, faith hope and love we receive through the Death and Resurrection of Jesus Christ. We gather around the Cross of Christ as broken people, and then through the hearing of the Gospel and receiving the Eucharist, God forgives us, recreates us and then sends out equipped and enlivened to be God’s hands and heart in a hurting world.

   b. **It is important to attend Sunday worship regularly** if you are to grow individually and for us as a community. The theme of each worship service is related to the theme of the preceding worship and will build up the message for the upcoming Sunday. As you listen to the Gospel text each week, you will notice that your worship experience can become a journey with Jesus.
throughout the year. As you listen to the stories of Jesus’ ministry in the Gospels always ask yourself, “Who am I in this story?”

c. You would be surprised at how many people in our neighborhoods are just waiting to be invited to our church and be welcomed by our faith community. The reality of today is that the message of unconditional grace, is hard to find in our society, but unconditional grace is the very message every human heart longs to hear. If we expect our church to grow, it is up to us to invite people to church AND THEN, participate in creating a fun, fostering, and inspiring Church Community.

d. **People will judge a church as welcoming or not, within the first seven seconds after approaching and entering the front doors.** That means the service of the tribe members, greeters, snack suppliers is absolutely crucial to helping us grow as a church. Whenever you see someone new to worship, as a community we need to be sure to greet them politely and ask them if they have any questions. Be alert for people who may be confused with the worship bulletin or liturgy in the hymnal and be willing to help them follow along with the order of worship.

There are many issues I missed, but that is only because, by the grace of God, we have an amazing church!

I feel honored to be your shepherd and each day I feel so blessed to be called your pastor.

Pastor Tim Mason
President’s Report

Aloha to the extended ‘Ohana of Calvary by the Sea Lutheran Church. This is my first report to you this time as the Congregation President. I encourage you to read the reports from the numerous groups and committees to get a full sense of all that has happened this year. I would like to highlight a few items of particular significance to me.

Our financial picture is very good, due in large part to the 2 generous gifts we have received recently; a very large gift from Diane Lau restricted to youth activities and a large gift from Donald K. Heffrin which is unrestricted. We ended 2017 very close to break even on giving/income versus expenses, very good considering what we thought would be the situation at the last annual meeting. We are concerned about an apparent decrease in the contract weddings being anticipated by UI Productions and our membership continues to decline along with most organized churches in the United States. We are fortunate to have our gifts to help us through an anticipated lean year.

This year we hired Brister Thomas to work with our middle school/high school youth. I am very excited to see the enthusiasm and fellowship that is being generated by this group. I hope you had the opportunity to attend the service which the youth led in the fall, very encouraging for a next generation of members.

As Pastor Tim mentioned in service recently, we have had a full turnover of office staff this year. Shelby was injured in a non work-related accident and although she did return to the office briefly in October, her injuries prevented her from continuing with and she made the hard choice to leave the office. Lehua made the choice to return to school and left us in December. We are very grateful for the service of both Shelby and Lehua and wish them well in their future endeavors. We have taken this opportunity to reevaluate the job descriptions for the office positions, things change and jobs evolve over several years. We are at the end of that process and will be actively recruiting for new office staff shortly.

On a personal note, I have been working on a treatment plan since I was diagnosed with prostate cancer in November. I have a plan in effect and hope to have completed the major phase of my treatment before the annual meeting. I deeply appreciate your concern and prayers and I ask for your continued patience as I must put a priority on my treatment plan.

This will be an interesting year for Calvary as we continue to listen in order to determine God’s plan for us. I again encourage you to read all the attached reports and to frequently visit the Calvary web site at www.calvarybythesea.org to keep up with campus activities. May God continue to bless and guide all of us through the next year.
Calvary TRIBES 2017 – IN TRANSITION!

(reprinted from 2016 Annual Report)

After ten years, we found a need to reflect on our mission to support worship services and to provide fellowship opportunities.

Who we are:
Tribe Action Team (July 2016 - July 2018): Renee Ako, Lisa May Montano, Tom Poole, Pulelehua Quirk, Pat Wong

Our hope:
To provide a more flexible and accommodating system for all those who desire to serve as worship volunteers at Calvary by the Sea.

What we’ve done:
Jul 2016:  Rebalanced the Tribes by inviting Tribe 6’s members to join another Tribe of their choice. We now have five Tribes.
Sep 2016  Completed a Tribe Training handbook for worship volunteers: https://goo.gl/iazAqM
Oct 2016:  By request, we offered trainings for our volunteers. Altar and communion training was conducted by Pastor Tim in October.
Nov 2016:  Scripture reading training was offered by Tom Poole. An online sign-up system was implemented to provide a way for volunteers to sign up for any service.
Jan 2017:  Began encouraging worship volunteers to either volunteer during their designated Tribe month or to volunteer whenever it was convenient for them.

Questions:
Are you planning to eliminate Tribes and Tribe Leaders?
At this time we have no plans to eliminate either.

How do I volunteer to help?
There are many ways:
• Our online system -- http://signup.com/go/cFppKY
• Contact us by email -- cbtsworship@gmail.com
• Use our sign up board that is located in the sanctuary
• Contact, Parish Assistant -- cbts@calvarybythesea.org or 377-5477
• You may also check in with one of the ushers on Sunday morning to see if help is needed.

More questions:

Q. I don’t mind volunteering but I prefer to just usher. Can I volunteer to do that every Sunday?
A. Sure! Our system allows everyone to volunteer for any task that they choose on any Sunday. The best way to do that would be to either sign up online or contact Parish Assistant.

Q. I am going on vacation during my Tribe’s month. Do I need to find someone to volunteer in my place?
That would be great, but it is not necessary. We hope you will choose to volunteer your time during another month that is more convenient for you.
A. Tribes were also created to provide opportunities for fellowship. How do the changes contribute to this?
The Tribe Action Team’s priority this year is to look specifically at improving the volunteering process. Volunteers have the opportunity to make connections with fellow volunteers during and outside of worship services. All members are encouraged to take advantage of networking opportunities at stewardship and other gatherings announced in the church bulletins.

Q. Do I need to be a Tribe member to volunteer?
A. No. We welcome anyone who chooses to serve!

Q. What is next?
A. Our Tribe Action Team will remain active until July 2018. At that time we will re-evaluate our progress.

The Tribe system has been valuable for all of us. We have made new friends, learned new skills and felt great knowing that we made a difference on a Sunday morning! As we move forward, we pray that the changes we are making bring vitality and strength to a special place that we all love...Calvary by the Sea!

Mahalo to all who have contributed to our worship services. We offer a special mahalo to our Tribe Founders – Linda Cluney, Mary Osorio, Sheila Sanders and to all of the Tribe Leaders.
Submitted with aloha,
Renee Ako, Lisa May Montano, Tom Poole, Pulelehua Quirk, Pat Wong

Tribe Action Team
July 2016 - July 2018

Volunteer Sign Up:  http://signup.com/go/cFppKY

Contact Us:
Parish Assistant  cbts@calvarybythesea.org or 377-5477
Tom Poole, Director of Worship and the Arts:  tom@calvarybythesea.org or 377-5477
Renee Ako, “Retired” Tribe Leader:  rfcako@gmail.com
Pulelehua Quirk, “Retired” Tribe Leader:  pulelehua@mac.com
Lisa May Montano, Deacon:  lisamaym1@gmail.com
Pat Wong, Deacon:  pwpatwong89@gmail.com
Susan Stevenson, Parish Administrator:  parishadministrator@gmail.com

Calvary by the Sea
5339 Kalanianaole Highway
Honolulu, HI  96821
808-541-5631
Membership

Baptisms:
Holly Larson
Holly Rusk
Akira Sylvester
Tate Basque
Vivian Patricia Hanley

Weddings:
Jacob and Holly Larson

Celebration of Life
Milton Okamoto October

Funerals:
Babs Tupper February
Brenden Kennedy Buchwach
Liz Miles (non-member but our artist in residence)
Dale Hoffmann
Stanley Furuta
Shawn Kyle Kaneshiro
Karen Hungerford
Karen Knodt
Marjorie Franklin August

New Members
Daniel Bice
Beth Eskritt
Jacob Larson
Holly Larson
Tammy Mencel
Kurt Mencel
Alyssa Mencel
Brenda Molina
Vanessa Jansen
Christopher Jansen
Adam Urich
March Miller

Membership Statistics

<table>
<thead>
<tr>
<th>Members Received (Adults)</th>
<th>Members Received (Under age 16)</th>
</tr>
</thead>
<tbody>
<tr>
<td>by Affirmation</td>
<td>12</td>
</tr>
<tr>
<td>by Baptism</td>
<td>3</td>
</tr>
<tr>
<td>by Transfer</td>
<td>0</td>
</tr>
<tr>
<td>by Reinstatement</td>
<td>0</td>
</tr>
<tr>
<td>Total:</td>
<td>15</td>
</tr>
<tr>
<td>Total Members Received:</td>
<td>17</td>
</tr>
</tbody>
</table>

| *Baptized                  | 544                              |
| *Confirmed                 | 413                              |
| *Transferred to other congregations | 2  |
| *Removed from membership  | 0                                |
| *Deaths                    | 6                                |
| *Total Membership          | 536                              |
| *Average Weekly Attendance | 150                              |

*Thorough review of active membership will be taken by the COD in 2017.
Final Numbers are subject to change.
Sunday School 2017

Calvary by the Sea continued the program change from 2016 to increase the strength of the Sunday School program for the children of the church. The Church Sunday School Teacher oversees and implements curriculum for children 3-12 years of age.

The Sunday School schedule coincides with the annual public school year and thus runs from the first Sunday in September through the last Sunday in May of the following calendar year, with a break for summer. Class is held every Sunday (unless otherwise noted) from roughly 10:10 am until 11:15 am. Children begin service with their families. Within the first 10 minutes of service, the keiki sermon is completed and the children are dismissed to class. As the teacher, I attend the beginning of the service and then walk the children in a group to Aloha Lani where we hold class.

Last year (2016-2017) the Sunday School used the Deep Blue curriculum from Cokebury. This was a strong program, but, for the 2017-2018 school year, there was a switch to the Dig In! program as it not only provides the weekly Bible Stories, discussion, crafts, games and activities that Deep Blue provided, it has a more comprehensive digital component which has added music videos, educational videos and other digital content for the classroom. In each week, there are Bible stories and discussion, crafts, games and activities, and snack that all tie together to reinforce the story being taught during that lesson.

The shift to additional digital content has changed the snack portion of our Sundays. In the past snack was simply that, a snack time. But, now with all the music videos and digital educational content, the children listen/watch music videos and/or educational videos that reinforce the story being taught. They often sing along, follow along to dance moves and/or give me a rating (1-10 or good/bad) on their opinion of the content. It’s a good conversation starter if nothing else.

The Dig In! program also has a strong STEM (science, technology, engineering and math) emphasis and we’ve had a lot of fun implementing different science experiments that relate to Bible stories. One of my favorite (and I think the children’s too) was a lesson on sin, forgiveness and God’s grace. We were learning about Noah and the ark and with the help of some iodine, water and bleach we watched water get dirty (go all black) with sin (iodine) and then become clean again when God sent the floods (bleach). The kids wanted to repeat that particular experiment multiple times.

We’ve also implemented a Bible program. At the end of the school year (May 2017), as the Sunday School was getting ready to take a break, the children received Bibles. Those under six who are pre-readers/starting to read received the Deep Blue Children’s Bible with large font and full page illustrations. Those seven and older received the Deep Blue Student Bible that is made for Elementary and Middle School
age children. A complete Bible, but with study tips, areas for deeper understanding and easy to understand keys and guides which encourage greater understanding of the content. A gracious donation was supplied which allowed for this purchase.

Moving forward, Bibles will be awarded in May to those new students who have not already received a Bible and for those young children who are now ready to transition to the elementary/middle school bible platform.

Submitted by Kelly Holden,
Sunday School Director & Teacher
The Stewardship Committee once again sponsored an annual campaign during the fall season to encourage Calvary members to submit a pledge to document the donations they plan to make in 2018. We also encouraged members to consider making their donations through the Thrivent Simply Giving program, which makes an automatic withdrawal from a designated bank account for a monthly, semi-monthly, or weekly donation of a specified amount.

Although the number of individuals or families submitting a pledge had increased significantly to 59 in 2016, the number decreased modestly in 2017, to 52 families or individuals. But those participating signaled strong support for our church, and the resulting information was very useful to the Council of Deacons in developing an estimate of member giving for Calvary’s operating budget. We are very grateful to all those who supported this effort.

I would like to thank the members of the Stewardship Committee for their enthusiastic and diligent work in planning and carrying out our campaign: Terri Madden, Becky Taylor, and Mary Pat Ashby.

Mahalo, Jack Ashby, Stewardship Chairman
Although many Calvary members may not even know it exists, our church has a team responsible for counting and depositing money after each Calvary service. This is generally done immediately after fellowship time, with two counters required, and the process generally takes about 45 minutes.

I would like to thank the eight people who participated for the entire year. The members rotate so that each person generally has to work only one Sunday a month.

Mary Pat Ashby  Kim Bock
Judith Cucco  Leslie Dorman
Naomi Kau  Yuriko Mason
Martha Staff  Jennifer Welch

Special thanks go to Mary Pat, who has worked out exact procedures for the counting process and investigates any problems or special cases that arise.

Mahalo,
Jack Ashby
Counting Team Coordinator
The Global Missions Team continues to support adopted missionaries in Africa, Asia, & Latin America. We have kept in touch with some former missionaries we had been supporting. In turn, we have received fascinating information about the work these missionaries do, how they strive to spread the Gospel of God’s love and salvation to needy populations, as well as providing life-saving medical services, improved training of church leaders, or career-enhancing educational services to needy populations, inspiring our prayerful support for their activities.

Our CBTS web site has reports, videos, and web site addresses from these past and present missionaries.

**Pastor Qiu Lin Teaching Church Leaders to Present Bethel Series Bible Studies in China and USA.**

Pastor Qiu, supported by his Chinese Church in Germantown, MD, is expanding his free intense training for church leaders, using the Bethel Series in Chinese. He has recruited co-trainers in China, and is printing teaching material in China. He assures authorities he is helping local people tell about God’s love, with no threat to the government.

He has also been invited to conduct this training course for some Chinese Churches in USA.

**Dr. Jim and Carolyn Brown Teaching Indigenous African Surgical Residents in Cameroon.**

Dr. Jim, a general surgeon, formerly with the US Navy, and Carolyn, an ostomy nurse, are leading the Cameroon branch of the Pan-African Academy of Christian Surgeons (PAACS) in training local Christian surgeons to the standards of the American College of Surgeons, committed to serving the surgical needs in their own countries.

**Visit to Calvary by the Sea 24 Oct 2017.**

On 24 Oct 2017, the Browns visited Calvary at their own expense (with housing offered by Jack and Mary-Pat Ashby, and car loan by Tim Sprowls), to show a most impressive video, and talk about their superb work. Sadly, no other Hukilau Church took advantage of their visit, partly because they came on ELCA Reformation Sunday.

**Drs. David and Lara Narita Former Medical Missionaries in Cambodia.**

This medical couple have left Cambodia, and are in California, where Dr. David is doing more Seminary training. They are praying for guidance to resume medical missionary work when their children are older.
Brian Palmer Missionary Teacher in Liberia.

Brian Palmer has a doctorate in engineering, but is teaching lay church leaders in Lois T. Bowers Lay Leaders and Ministers Training Center. He has a very wry eye for the anomalous cultural contrasts and issues faced by local people, especially the children growing up in an economically deprived but rapidly changing culture.

Young Adults In Global Missions YAGM.

Last year, ELCA started this program to invite young adults to commit a year to working in a mission field.


For 2017, we adopted Julie Gerrish who spent 2017 learning about Senegal in East Africa, and teaching there.

Carlee Wood In Mexico, 2018.

For 2018, we adopted Carlee Wood, teaching in Southern Mexico, who has delightful videos about her experiences.

Laura Katie Kam former Student in Southern Russia.

Our own Laura “Katie” Kam spent 2016 with a California Church group in Southern Russia, befriending youth from a Christian church there. The trip was marred by the authorities, who banned their leaders, but Katie was allowed to stay as a visiting student. Katie is still keen on continuing to learn Russian, and RETURNED THERE FOR A VISIT in NOV 2017.

Dawn Goralski with Wycliffe Bible Translators in Papua New Guinea.

This past month, we established contact with Dawn Goralski, a former aviation finance controller in Papua New Guinea, who has joined the Wycliffe Bible Translators as one of their missionaries there.

John Lunn former “Resident Missionary” for Calvary by the Sea.

Pastor John Lunn, with life-long dedication to palliative care for families in the third world, was our “Resident Missionary” after his so-called retirement in 2016, until he became Pastor of Grace Episcopal Church in Moloka'i. He visited the Vellore Christian Medical College in India again over Christmas.

Global Missions Team Plans for 2018.

Nothing has been confirmed, but we hope Pastor Qiu will be coming to Honolulu in APRIL TO VISIT THE CHINESE LUTHERAN CHURCH AND CBTS. DAWN GORALSKI may come to talk at CBTS WHEN SHE RETURNS from Papua New Guinea to California.
Other Calvary by the Sea Global Mission Activities:


CBTS is the only commercial site for Japanese weddings offering a Presentation Gift of a quality Japanese/English New Testament not only as an heirloom from their wedding, but also a source for couples to improve their English. The newly weds are also given contact information for the Japanese Evangelical Lutheran Church, JELC.

Contributions to ELCA Activities Such As World Hunger.

Calvary also donates annually to the ELCA World Hunger Fund and other ELCA Global Mission causes.

Respectfully Submitted

Yujen “Ted” Hsia, Chairman, Global Missions Team.

Edwin and Hui Suk Ahlers, Sherri Clark, Sally Drake, Lewis Harrington, Victoria Harrington, Thea Johanos-Kam, Laura Kam, Miki May, Martha Staff, Peggy Trout.
## Mission Support in 2017

### Global

<table>
<thead>
<tr>
<th>Organization</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELCA World Hunger Fund</td>
<td>$1,044</td>
</tr>
<tr>
<td>ELCA-Brian Palmer (Liberia)</td>
<td>2,000</td>
</tr>
<tr>
<td>ELCA-Julie Gerrish (Senegal)</td>
<td>1,000</td>
</tr>
<tr>
<td>ELCA-Carlee Wood (Mexico)</td>
<td>1,000</td>
</tr>
<tr>
<td>China Services Ventures-Pastor Qui Lin (China)</td>
<td>2,000</td>
</tr>
<tr>
<td>EFCA-Dr James &amp; Kathy Brown (Cameroon)</td>
<td>2,000</td>
</tr>
<tr>
<td>Student ministry support in eastern Europe*</td>
<td>3,000</td>
</tr>
<tr>
<td>International Japanese Christian Church (Bibles)</td>
<td>21,600</td>
</tr>
</tbody>
</table>

**Total Global $33,644**

### Local-National

<table>
<thead>
<tr>
<th>Organization</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELCA Pacifica Synod Benevolence</td>
<td>$36,000</td>
</tr>
<tr>
<td>Pacific Lutheran Theological Seminary</td>
<td>1,500</td>
</tr>
<tr>
<td>Angel Network Charities</td>
<td>36,000</td>
</tr>
<tr>
<td>Angel Network Charities**</td>
<td>18,750</td>
</tr>
<tr>
<td>ELCA Hawaii Conference (Hukilau)</td>
<td>2,000</td>
</tr>
<tr>
<td>FACE 1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Lutheran Disaster Response (Fire and Hurricane Relief**)</td>
<td>18,750</td>
</tr>
</tbody>
</table>

**Total Local-National $114,000**

**Total Missions $147,644**

*Funded by the CBTS Endowment Fund*

**Funded by the CBTS Heffrin Legacy Gift Fund**
This Worship and the Arts Annual Report lists names, categorizes activities, and describes the various types of worship services held this past year (2017) at Calvary by the Sea Lutheran Church. The report points both to the vibrancy and richness of the worship life at Calvary by the Sea, and the talents and gifts of this amazing congregation.

In reading the Constitution of Calvary by the Sea Lutheran Church one learns almost immediately that the purpose of this Church is to worship God. Everything we are and do as a congregation is to fulfill this end—the worship of God. Everything else we are as a church grows out of this worship. The constitution says it this way: “To fulfill these purposes, this congregation shall:…”

This community of faith, this church called Calvary by the Sea Lutheran is imbedded in a free-market economy which reduces everyone and everything to a monetary value. The temptation from this economy is to look at the worship of God at Calvary by the Sea through a spread-sheet focusing on attendance, monies contributed, events, services, visitors, members, costs, profits, losses, etc. That analysis is easy and mistaken—individual lives are reduced to numbers. Worship becomes statistics.

The other analysis, the one having to do with the lives changed, marriages saved, people and families given second and third chances, the personal burdens lifted, the eyes opened, the individual journeys to wholeness begun because of the worship of God at Calvary by the Sea Lutheran Church, that report is the unknowable report. It is also the report which is the most important.

Calvary by the Sea held 152 regularly scheduled and special worship services for the 2016-2017 Liturgical Year, from the First Sunday of Advent (Nov. 6, 2016), through All Saints Sunday (Nov. 5, 2017).* These were the regularly scheduled Sunday morning services at 7:30 and 10 am, plus a Saturday evening service at 6:30 pm, from November 5, 2016 to May 6, 2017; and from Sept. 9, 2017 to Oct. 30, 2017. In addition to these services there was a 6 am Easter Sunrise Service, the 7 pm “Marathon” Sunday evening worship, and a single service on the Annual Meeting Sunday.

Included in these 152 services were special services including an Ash Wednesday evening service, five Lenten Mid-week Services (the Holden Evening Prayer followed
by soup!), **Maundy Thursday**, **Good Friday** and **Holy Saturday** services, a **Peace Vigil**, a **Blessing of the Animals** service, a **Sunday Morning Retreat/Camp Worship** service both at Camp Mokuleia, a “Longest Night” (**Blue Christmas**) service as well as two **Christmas Eve** services, and one **Christmas Morning** service.

Supplementing the pulpit leadership of Kahu Tim Mason in these 152 Calvary services were Bishop Andrew Taylor of the Pacifica Synod, Stuart Coleman, Don Asman, Lauren Buck Medeiros, Dale Burke, J. P. Sabbithi, Katie Kam, Kathryn Xian, Jon Osorio, Essence Sylvester, and Kelly Hohlden and the Calvary Sunday School. The Rev. Laura Ziehl led worship at the Calvary Family Retreat.

The Calvary Choir, the Calvary Handbells, and the amazing instrumentalists—Ina Young, organist; Charlie Holdaway, bass; Edwin Ahlers, percussion; and the guitarists, Marc Adelberger, Chris Jansen, Bruce Kau, Amie Lawyer, Jon Osorio, Tim Sprows, Tim Mason, and Nackil Sung, provided the heart and core of the Calvary sound of worship. **This group of instrumentalists must be singled out for their individual and collective contributions to the congregation’s song, as well as providing music for Holy Communion, and other incidental contributions to the worship music.**

Assisting these wonderful and dedicated musicians were the following Calvary members who also shared their musical talents in worship—Erin Day, Monika Day, Ina and Fletcher Young, Lea Del Castillo, Martha Staff and Charlie Holdaway, Nackil and Jan Sung, and the Performing Arts @ Calvary under the direction of Sandi Stevens and Ina Young.

Calvary worship was blessed by the musical gifts of the following groups and individuals— the Samoan Gospel Heralds, Tom Emilio and Sons, Becky Yoza and Krystle Hara, the Youth Choir from University United Methodist Church, Chapel Hill, NC, and the Concordia University Wisconsin Symphonic Wind Ensemble.

Worship leadership included not only the spoken and the sung word, but also the danced word. Leading Calvary in worship through movement was Nā Wahine O Ke Kai Ola with their hula, under the leadership of Kumu Hula, Liko Cooke; and Lisa Kimsey and **Sacred Moves**. Of more spontaneity were Pulelehua Quirk and protégés! Also, appreciation must be given to Uila Marx, the Christmas Eve ballerina.

Of equal, if not more importance than the “visible” leadership to the services of worship was the “behind the scenes” leadership provided by the Calvary Tribes and the support staff (Fletch Young, Erin Day, Kanoa Pick.) The unsung heros of the Tribes prepared the sanctuary and the Table for worship. They also greeted, ushered, served, set-up, tore-down, and tidied the sanctuary for each service. The Calvary Tribes, created by Mary Osorio, Sheila Sanders, and Linda Cluney, continues to be an expression by the
Calvary congregation of the “ownership” of worship. A special mahalo must be extended to Renee Ako for her quiet help during Advent and Christmas.

**Thanks be to God for the community of faith called Calvary by the Sea Lutheran Church.**

Tom Poole  
Director of Worship and the Arts

*In 2016-17 Calvary by the Sea participated for a third year in The Advent Project, an ecumenical project expanding Advent from 4 Sundays to 7 Sundays. The 2016-2017 Liturgical Year as observed by Calvary ended with All Saints Sunday on November 5, 2017.*

Tom Poole,  
Director of Worship and the Arts
PAC-Performing Arts at Calvary

The *Performing Arts Calvary*, an outreach ministry of Calvary by the Sea Lutheran Church, was founded 24 years ago, in 1994, by Dr. Arthur Harvey and Ms. Lisa Kimsey, and Julie Okamura. PAC from its establishment has been open both to the children of Calvary by the Sea and to the children of O‘ahu—ages 6 (and in the first grade) through Middle School.

It is a tuition-free program offering instruction in music, dance, and drama from a Christian faith perspective through weekly instruction culminating in the presentation of seasonal musical-dramatic pieces on a nativity theme in December, and a general Christian theme in the Spring. PAC’s 24 years of continuous existence has been maintained by the financial support of Calvary by the Sea, and also by the dedication and commitment of the PAC Directors—Dr. Arthur Harvey and Lisa Kimsey, Julie Okamura, Haley Damm, Jennifer Delaney (interim director), Clara Whippy (fall 2015 through spring 2016), and Julie Okamura (fall 2016).

The 2015-16 PAC years were transition times in the leadership of PAC. Julie Okamura, the longest serving PAC Director, resigned after the Spring 2014 term because of additional responsibilities as the newly hired Director of the Movement Center. Haley Damm, a Calvary by the Sea member, accepted the appointment as the *PAC Director* in the Summer of 2014, and continued until January of 2015 when she returned to the mainland because of health issues and to be closer to her family for their support.

Jennifer Delaney, also a Calvary member, and an experienced and gifted high school drama coach and director, gladly accepted the *interim PAC directorship* for the Spring of 2015. Following the Spring term, Jennifer and her husband moved to Maui to be closer to her son, his wife, and their children.

Clara Whippy, a 2012 *M.F.A. in Theatre for Young Audiences* graduate from the University of Hawai‘i—Manoa agreed to become only the 4th Director of Performing Arts Calvary. Clara’s fall 2015 efforts were those of rebuilding PAC and of establishing her own expectations in the production, “David’s Dynasty,” with its nine-member cast.
The Spring Musical, “The Stone Soup,” a production borrowed from the New York City Children’s Theatre, once again established the viability and importance of this ministry called PAC. Unfortunately, Clara was not able to continue as PAC Director because of the birth of her first child, and increased responsibilities at Lincoln Elementary School.

Graciously and providentially, Julie Okamura, the former director of PAC, agreed to step-in as the “emergency” director for the fall/Christmas 2016 season. Julie led PAC through another successful and popular Christmas musical, “The First Leon.”

Julie also went out of her way to insure a successful transition for the newest PAC Director, Sandi Stevens. Sandi was raised in Hawaii Kai and attended Calvary by the Sea. She attended Kamehameha for four years, and graduated from Punahou. She is also a graduate from the University of Oregon with double undergraduate degrees in French and Film.

Sandi has worked as a model, a flight attendant, and the creator and developer of a Performing Arts Program in Florida. In addition to Directing PAC, Sandi is also the Director of Performing Arts and the resident Hawaiian cultural expert at Holy Nativity School.

We welcome Sandi Stevens, as the newest Director of Performing Arts @ Calvary, and applaud her efforts at training and equipping the PAC students with the skill sets necessary to sing, dance, act, and grow their faith. Sandi is joined by Calvary’s own Ina Young, who is also the PAC Music Director as this mission, combining instruction in music and the arts with instruction in the Christian faith, continues at Calvary by the Sea Lutheran Church.
Keiki Choir

We practiced with the children’s choir throughout the end of the 2016 -2017 school year. Rehearsals were on Wednesdays from 2:45 to 3:15.

Tom Poole was playing the piano for us. We performed during the 10am services at our church. Miss Kiko was helping us during Wednesday practice. Miss Amie has been joining us for the performances on the recorder and guitar. However at the beginning of this school year, we realized that the children’s choir has not been the outreach we had wanted to establish. We only had one child attending, that was not attending Calvary by the Sea; preschool as well. It seemed to be focused only for Calvary by the Sea Preschool children. Also, after performances during the services, the families were always leaving instead of attending the remainder of the service.

However, we are in the process to establish a children’s Handbell choir on Sundays to serve the congregation better.

Respectfully submitted by
Ina Young, Organist & Handbell Choir Director

Handbell Choir

We started off our year 2017 with our regular practices and performances for the 10am services.

We had Solo Handbell Ringer, Becky Yoza, perform as well as her Handbell trio “Honolulu Bronze”, which was inspiring for our group and everyone who watched in the congregation.

We played some special arrangements for one of our former member Milton Okamoto’s birthday celebration.

Our Handbell Ringer, Patricia Kickland stepped up and organized special Advent Music for most of the Advent services.

We also were able to join in the music for the 5:30 service on Christmas Eve this year. The Ensemble ringers were ringing along with the Christmas Carols on the organ.
Many thanks to Lehua for organizing our Annual Blood drive on July 23rd. I would like someone to step up and help us continue this annual tradition.

I give blood every eight weeks because I have spent a great deal of time with children at Kapiolani Medical Center for Women and Children afflicted with cancer.

Plus, most of the blood we use on island must be shipped in from the mainland. We all need to donate and be a blessing if we can.

Submitted by:
Pastor Tim Mason
The 2017 Nominating Committee consisted of 4 elected members (Mike May, Mary Osorio, Laura Sprowls, and Hannelore Herrmann). The two outgoing Council of Deacon members who would normally have been part of the Nominating Committee agreed to be nominated to run again for Council and were recused.

Pastor Tim called us together for our first meeting on 12/31/2017 and explained our function and task. Our main task was to identify at least one nominee for each of the following elected positions:

- President of the Congregation - 1 year term
- Secretary of the Congregation - 1 year term
- Council of Deacons - 4 open positions, 3 for 3 year terms and 1 for 2 year term.
- Nominating Committee - 4 open positions, 1 year terms

The election will be held as part of the February 18, 2018 Annual Meeting of the congregation. The Vice President and the Treasurer will subsequently be elected by the Council of Deacons, each for a 1-year term. Two outgoing members of the Council of Deacons (completing terms in February, 2018) will be selected by the Council to serve on the 2018 Nominating Committee.

Process: The Nominating Committee invited any interested congregation member to consider being a nominee via announcements at the Whale. We also checked with people currently in elected positions who, according to our Constitution and By-laws are eligible to serve another term, to determine their interest in being a repeat nominee. Three current Deacons were interested in continuing (Kim Bock, Lisa May and Cheryl Tuitele) and a fourth Deacon agreed to be nominated for Secretary (Kelly Holden). We had several conversations with a number of congregation members to determine interest and availability. As Kelly Holden had been a Deacon last year, but agreed to be nominated for Secretary, the Committee needed to back fill her position with another nominee for a 2 year term as Deacon. The nominee for that position has yet to be identified.

As a result, the Nominating Committee respectfully submits the following names as nominees for 2018.
President - Tim Sprowls (1-Year Term)
Secretary - Kelly Holden (1-Year Term)

Council of Deacons:
Edwin Alhers - 3 year term
Kim Bock - 3 year term
Lisa May Montano - 2 year term
Cheryl Tuitele - 3 year term
To be determined - 2 year term

Nominating Committee (all 1-year term)
William Bekemeier
Monika Day
Brenda Molina
Audrie Ono

At the time of this report submission, the Nominating Committee was still searching for a candidate to be nominated for a 2-year term as a Deacon.

Additional people may be nominated from the floor at the Annual Meeting with the nominee’s consent.

Thank you to the Nominating Committee members for their time, talent and thoughtfulness in serving and to Pastor Tim Mason for his guidance and support.

Respectfully submitted by Laura Sprowls, Nominating Committee Chair
C.O.D. Nominees

FOR PRESIDENT (1-Year Term)

Tim Sprowls
Member of Calvary since 2000

I am a 1976 graduate of the United States Naval Academy where I received a BS degree in Systems Engineering. Upon graduation, I attended the Navy nuclear power school in Orlando Florida and Idaho Falls Idaho. After my initial submarine tour in Hawaiʻi, I attended the Naval Postgraduate School and received a Master’s degree in National Security Affairs. In 2012, I earned a master of engineering degree in project management from the University of Maryland. I have over 30 years of experience in a wide variety of management and planning positions. My original involvement with CBTS was as the Office Manager for a short period of time in 1999-2000. I have remained active in the church since then; previously serving as the Council President from 2002 to 2004, working with three pastors during those terms. I have been an active member of the church choir and I play back ups for Jon Osorio whenever possible. I have been the president of the Council of Deacons for the past year in 2017 and look forward to serving the church in that capacity for another year.

FOR SECRETARY (1-Year Term)

Kelly Holden
Member of Calvary since 2012

I joined Calvary by the Sea in 2012 with my husband Rob and oldest son, Carter. Since then we’ve welcomed our youngest son, Chase (now 4). I serve Calvary as a co-tribe leader with Jeanie Evans for Tribe 5 and a current member of the Council of Deacons. I also serve as the Sunday School teacher, running Calvary Sunday School for children 3-12 every Sunday (unless otherwise noted) from September through May, following the DOE school year. Outside of Calvary, I teach at the University of Hawaii at Manoa Shidler School of Business while also finishing my PhD. My two boys keep me busy with school, sports and extra-curricular activities. I welcome the opportunity to further assist and serve the Council by acting at the Secretary for this coming year.
FOR DEACON (3-Year Term)

Kim Bock
Member of Calvary since 2008

I am a local girl who graduated from Kailua High School and UH. I work in the advertising business and have a husband and two children, Jeff, Chris and Jessica. I have been coming to CBTS since 1999. Faith and God have always been a part of my life but the road has not been without detours. My grandfather was a Pentecostal minister, I went to a Baptist school and now I'm a Lutheran. The tremendous sense of community and love are what has drawn me to CBTS. There is no other place where I feel God more strongly. I have been a council member, treasurer and president. I look forward to serving another term as Deacon with an amazing group of people.

FOR DEACON (2-Year Term)

Lisa May Montano
Member of Calvary since 2012

Aloha Fellow Calvary Members,
I have been on the Council of Deacons for the past three years and I would love to continue on for a couple additional years. Most of you know me already, but I will give you a quick review of my history here at Calvary.
I came to Calvary when Doug Olson was the Pastor, but I never officially became a member back in the 80’s. I moved away to San Francisco for many years and came back to Hawaii to raise my son here. When I returned back to Calvary many years ago, that I actually became an official member. Since then I have become a Stephen Minister which I so loved that I became a Stephen Minister Leader and Trainer. I enjoy the Stephen Ministry program, because I enjoy and love helping others so much.
I have a support group with many long time attendees, This is a support group which began to support those dealing with death, dying and grieving. Through the years the group has transitioned from support group, then to book study and to bible study. We meet every Thursday at 6:30 in The Loft at Calvary. If re-elected I would love to continue on the Council of Deacons.
Thank you very much for your consideration. Big Mahalo
FOR DEACON (3-Year Term)

**Edwin Ahlers**  
Member of Calvary since 2015

I want to become Deacon for Calvary By the Sea Lutheran Church. For the 10 o’clock worship and some special occasions I provide percussion. I’m a lifelong Lutheran and my wife and I enjoy many friends in this church.

FOR DEACON (3-Year Term)

**Cheryl Tuitele**  
Member of Calvary since 2012

Aloha! I live in Hawaii Kai with my wife Jewell, children Skyler (2nd grade) and Tayler (pre-K), and family pet Molly. I joined Calvary because it is an accepting church that focused on “beyond these doors our service begins”. I grew up Catholic and transferred to the Lutheran faith when I joined Calvary. Professionally, I worked in the Information technology services industry for 40 years and have recently retired. My hobbies include hiking, enjoying time with my family and beach time. I would like to see our church partner more with the local community and focus on growing our outreach and congregation.

FOR NOMINATING COMMITTEE (All 1-Year Terms)

**Monika Day**  
Member of Calvary since 2012

I’ve been a member of Calvary since 2012. I came to Calvary when my daughter and I moved to Honolulu and we were looking for a church. We have always said that THIS church is what a church should be; open, friendly, accepting, concerned with social justice and actually doing something about it. We love Pastor Tim, Tom Poole, and Ina Young, they help make this church what it is.  
I am involved in bell choir, singing choir, Tribes, I am a previous member of the COD, and have worked with Calvary IN the Sea, Angel Network, Stephen Ministers Card Ministry, and generally help out where needed.
Professionally, I am a Montessori teacher at Montessori Community School. I also am working on pictorial histories of historical churches here in Hawaii and in Europe. I also have a passion for upcycling, reducing plastics in the world, and generally making the world a better place.

**Brenda Molina**
Member of Calvary since 2017

I first moved to Oahu in 1996 to complete my pre-doctoral internship at UH, Manoa. I earned both an MA and PhD in Clinical Psychology and worked for several years as a therapist. I am also a Realtor with Century 21 iProperties Hawaii (licensed since 2011), and I have a passion for dancing and teaching Zumba. I feel incredibly blessed that my family is a part of the Calvary ohana. Ever since our now 13 year old daughter Danielle began attending the CBTS Montessori Preschool, Pastor Tim and the Calvary ohana has consistently proven to be such a warm welcoming, unconditionally loving, generous and supportive community. Some of the programs and classes that my family has participated in include: PAC, Ke Ala Ola, Stephen Ministry, and Confirmation class. I am also the “Zumba By The Sea” instructor which allows me the opportunity to give back to Calvary and Angel Network Charities. Calvary will always be a very special and sacred place to me and my family. It would be my honor to assist in seeking qualified individuals who would love to serve on the Council of Deacons with the intention to serve the best interests of the Calvary community.

**Audrie Ono**
Member of Calvary since 2016

I was born and raised here but lived in Atlanta for over 30 years until my mother’s failing health brought me back to Hawaii in 2011. I was a long time member of a Presbyterian Church in Atlanta. I am so grateful that I’ve visited the Calvary website about two years ago. The overall mission statement could have been written for my church in Atlanta as Calvary holds the same values as Covenant Presbyterian church – a small close knit congregation where I served as a deacon and as youth advisor during my 15 years as a member there. I wasn’t so much set on finding a Presbyterian Church but one that had the same feeling and open minded
ways of thinking and worship and inclusiveness.
I’m honored to be selected to the nominating committee I hope I can be useful and helpful in finding the best candidates to fill the upcoming available positions to the Council of Deacons. And being a newbie, I hope this experience will allow me to get to meet more of the members of this lovely church home.

Bill Bekemeier
Member of Calvary since 2014

Originally born and raised in Illinois, I have been on Oahu for four years and have been a member here at Calvary for most of that time. I grew up in the Lutheran church and attended Valparaiso University as an undergraduate and Iona College for my MBA degree. I work as a Civil Engineering Project Manager. I am a member of the choir, I am a Stephen Minister and I have recently taken over as the Calvary representative for Faith Action for Community Equity. Since I have no relatives here on the Island, the folks at Calvary have been my Ohana. I consider myself very fortunate in having found a church like Calvary which is open, supportive and inclusive, and is so closely aligned with my personal beliefs. I would be very pleased to serve on the Nominating Committee and I appreciate your consideration.

FOR DEACON (2-Year Term)
Rhonda Dietsch

Member of Calvary since 2016
Aloha….my name is Rhonda Dietsch. My husband Kevin and I are originally from Washington State where our 4 adult children and 2 grandchildren currently reside. I have several hobbies which include home interior design, flower arrangements, gardening, and relaxing at the beach. I am currently semi-retired however my prior career has provided me with extensive experience in the many challenges that face our elderly. Most recently I facilitated 2 programs with Meals on Wheels and Senior Outreach services. One program was called the Home Care Registry program where I managed and placed 127 caregivers with clients who fit the caregiver’s qualifications. I also facilitated the Friendly Visitors program where my responsibilities included preforming in-home assessments and basic
evaluation of the client. The purpose of my evaluation was to provide our client with a volunteer friend to visit them and resources that fit their individual needs. It was only a couple of years ago when Kevin and I first started attending Calvary by the Sea. At the time we were living in Hawaii Kai in search of just the right church for us. After attending Calvary for a few months and being so inspired by Pastor Tim’s sermon’s we were excited to become official members. Even though we no longer live in Hawaii Kai we continue as parishioners at Calvary and look forward every Sunday to hear God’s message.
Property Committee Report

Submitted: Thursday – December 21, 2017 (updated January 24, 2018)

The following is the 2017 Property Committee Year End Report for Calvary by the Sea. I would like to start by thanking all those who have helped with projects around the campus and given their guidance as we went through the year. I realize many people have volunteered and helped Calvary in many different capacities – with that in mind I would like to acknowledge and give a special thanks to Ken Hutchinson for all his hard work. Many may be unaware that Ken often drives from Pearl City through heavy traffic as he volunteers to keep our campus working and always seems to help when no one else is available – so please thank Ken for his hard work and dedication to Calvary when you see him.

Below I highlighted three separate areas that the property committee dealt with in 2017: 1. Transition of services (new or changed contract with vendors) 2. Major repairs and maintenance issues 3. Looking ahead to 2018. This is an overall summary of some of the more important tasks dealt with in 2017 and not a complete list of every project – there have been numerous small projects completed.

Transition of services:

- Upgrade Internet service through Spectrum (formerly Oceanic) – New contract will give highest business connection at reduce price of: $179.99/month ($20.00 less than current contract for lesser speed - $70.00 less than standard rate).
- Switched from multiple contracts with Terminix to One contract with locally owned/operated Kama’aina for pest control – was initial start up cost for ground termite stations – however, we will be seeing an overall monthly savings
- Alarm monitoring has been upgraded and switched to Cam Security in addition to new video surveillance around preschool and parking lot - this switch has allowed us to obtain a better rate and allows for continuity of operation across various security platforms as we upgrade overall campus security
**Major areas fixed/repairs:**

2017 saw several challenges and unexpected repairs/maintenance projects – I looked at these as blessings as it helped me learn many aspects of the property committee, allowed us to review exiting contracts and practices, and really brought in to focus the importance of the reserve study:

- Plumbing issues in women’s restroom at the Sanctuary were fixed – including toilet re-plumbing from root invasion, tile relayed.
- New tiled platform for choir in sanctuary
- Multiple repairs to lawn sprinkler system
- Tenting of Sanctuary (bedbugs)
- Several electrical issues addressed (aware there are several more concerns)

**Looking at 2018:**

As noted before the year-end report does not include all projects, as there were several small projects completed but were not being tracked – one major goal for 2018 is to track all projects (little, small, large and/or complex) in order to access the need & viability for a fulltime maintenance/custodial employee. To be clear there is no plan at this point to add staffing for this position just examine the need in the hopes of staying out front of maintenance issues – thus reducing the overall operating costs. Below are other areas being addressed for 2018:

- Landscape design project under way with Lani Landscapes (Brian Codero) there are many aspects to this project and starting in January 2018 the property committee will be giving updates
- Review of overall campus and preschool security continues to be evaluated – being looked at is campus wide video/security surveillance/monitoring and updating access control – next step will be to meet with the safety committee in January 2018
- Continue with the search for a qualified Electrical Engineer to consult with regarding various electrical issues (we had met with two different contractors both consistently are non-responsive to follow-up) Any suggestions or recommendations please contact Me
- Trailer renovation is underway – termite inspection on 12/20/2017 revealed there had been an infestation but no current/active one – the subflooring looks solid – RECENT inspection revealed more termite activity this will be addressed before further work is completed on the trailer. Property Committee is ready to schedule
flooring installation, window replacement, & installation of window a/c units if trailer is to remain

- Reserve Study had no schedule recommendations for 2018 – it is the Property Committees recommendation that repair items from 2017 be scheduled for completion in 2018 (see capital budget)

End of Report

Mahalo,

Kurt Mencel ~ Property Committee Chair

The Property Committee oversees:

1. Operational functions as they relate to CBTS buildings and grounds
2. Deals with major maintenance issues that arise
3. Conceive and recommends new capital project proposals (including estimated and or fixed costs for review by the Council of Deacons)
4. Oversees and provides quality control of any current or upcoming approved projects
5. Manages the Property Committee annual budget
The mission of the Yoga-by-the-Sea (YBTS) program is to provide access to yoga for the members of Calvary by the Sea and outreach to the surrounding community. 2017 was a good year for the Yoga program with active participation in classes. The main components of Yoga teaching and practice are: asanas (postures), pranayama (breathing techniques), dhyana (meditation/contemplation). There are also the traditional yoga niyamas (personal, inner discipline and responsibility). Yoga-by-the-Sea incorporates all of these within a Christian setting, and while honoring yoga’s eastern origins. The program is a donations-based program, with a suggested donation of $5 per class per student. Classes are open to anyone interested in coming to class, and students include CBTS members as well as non-members. The Yoga-by-the-Sea (YBTS) program has been operating for more than 7 years. There are two classes per week, (Wednesday evening from 6:45-8:00 pm and Saturday morning from 8:30-9:45 am). Classes meet in Hale Aloha. Martha has been the regular teacher for the Saturday class, and Laura for the Wednesday class. The teachers have been able to cover each other’s classes when one person is traveling. Laura offered yoga classes at the CBTS Family Retreat at Mokuleia in fall 2017. The yoga program was suspended during the first two weeks of December 2017 while Martha and Laura received advanced yoga teacher training from their master teacher, Nicki Doane, on the island of Maui. This training resulted in a certificate for 100 hours of advanced yoga teacher training. The certificate can be registered with Yoga Alliance, an organization which monitors teacher training and provides resources to maintain a high standard for yoga teachers. Martha now has 500 hours of teacher training, and Laura will hit that same mark in the coming year. (Currently the 500 hour is the highest level of teacher training recognized by Yoga Alliance.) In 2017 YBTS collected and donated $1,572 to CBTS and ANC (50% of this amount to each organization). Donations help pay for needed equipment and supplies but in 2017 these expenses were minimal as few items were needed in our well-stocked studio. Class participation was steady, with our participation count per quarter in 2017 at between 120-150 participants. Martha and Laura express our gratitude for the continuing use of Hale Aloha for yoga classes. We are blessed by all teachers and students who have gone before us in our lineage, and by our regular students who have come to trust and support us. We are grateful for the ability to grow, be creative, and give back as teachers and members of the CBTS ohana.
Submitted 1/22/2018
Martha Staff & Laura Sprowls

LAURA AT YOGA TEACHER TRAINING

YOGA CLASS

MARTHA AT YOGA TEACHER TRAINING

RESTORATIVE CLASS SET UP AT THE FAMILY CAMP
Stephen Ministers

We are very blessed to have our Stephen Ministry Program here at Calvary by the Sea. Our program now has 28 Stephen Ministers who are willing and able to provide high-quality, confidential, Christ-centered care to people who are hurting. Currently we have 10 Stephen Ministers who are actively providing care for people who are struggling through a difficult time in life—experiencing grief, divorce, job loss, chronic or terminal illness, or some other life crisis. Should you have a friend or a loved one that may need qualified caregiving, please contact Pastor Tim, John Travis, Thea Johanas-Kam, Lisa May Montano, Paul O. Jones, Adam and Abbey Sylvester.

We have an incredible and dynamic leadership team for this ministry. Currently we have Pastor Tim, John Travis, Thea Johanas-Kam, Adam and Abby Sylvester and Lisa May Montano and Paul O. Jones. Pastor Tim and Paul O. Jones confidentially match up Stephen Ministry caregivers to care receivers. We have a new training class every year and have already begun recruiting new ministers for our 2018 upcoming training. (Date to be announced). The training consists of —“The Best 50 Hours of Training You’ll Ever Experience!” Stephen Minister training teaches principles and skills that equip you to provide high-quality, Christ-centered emotional and spiritual care to others and helps deepen your faith as the Holy Spirit fashions you into a Christ-centered caregiver. After your training is complete we provide a monthly supervision class lead by Lisa May Montano and Paul O. Jones.

Throughout the year there are several continuing education classes that are provided for the Stephen Ministers. As part of our program Calvary by the Sea has had many continuing education classes lead by experienced individual and trained professionals to include guest speakers.

Pastor Tim and our Stephen Minister Judy Megan have created a program which provides Judy’s therapy Dog Lucie to provide animal companion care. We also have supports groups available lead by some of our Stephen Minister’s. In addition, the Stephen ministry supports Tom Poole in our annual Blue Christmas Service. 2017 has been a great success here at Calvary by the Sea Stephen Ministry program. We are proud to be included on the list of the 12,000 Stephen ministry programs throughout the world which began in 1975. There are only three churches on the island of Oahu that offer the Stephen Ministry program and one of them is Calvary by the Sea. Bear one another’s burdens, and in this way you will fulfill the law of Christ (Galatians 6:2, NRSV).

Submitted by: Lisa May Montano
Endowment Committee

Endowment Team Annual Report 2017

The Council of Deacons appoints members to the Endowment Team in March for a 3 year terms and they can be renewed once(for a total of 6 years), after that you need a one year break. The term appears here after each name.

The Endowment Team
Pulelehua Quirk (2014-18) Chair (4 years served outgoing)
Thea Johanos (2017-2020)
Linda Cluney (2015-18)
Mike May (2017-2020)
Mary Pat Ashby (2016-18) CBTS Treasurer is currently serving on Council of Deacons.

We convened in March 2017 and agreed on our Chair and Secretary.

We revised the process for requesting applications from the congregation. This included writing an application, posting it online, congregation temple talks, and developing a fair and reasonable funding recommendation process.

We submitted our recommendations for Endowment Fund distribution to the Council of Deacons for their May 18, 2017 meeting. We then informed all the applicants via phone and email of the decisions made by the Council of Deacons and the funding process and timeline. Funds were available for use by the recipients by June 1st, 2017, these funds need to be expended July 1st, 2018.

2015 Endowment grant ($11,514) completed

$1500, Capital Improvement Sanctuary kitchen project cancelled; $1,500 redeposited in the Endowment Fund.
2016 Endowment grants pending completed

1. $2,500 Capital Improvement: Decking project cancelled; $2,500 redeposited in the Endowment Fund.

2. $1,100 Music and Worship/Education: Lisa Kimsey, Sacred Moves an all ages Liturgical dance and leading worship. Completed: $775 spent in 2016; $325 spent in 2017

2017 Endowment grants ($10,957) Endowment Team to distribute a total of $11,262.68 to be disbursed from the Endowment Fund to supporting the following projects:

1. $4,577.88. Local Mission/Youth. Funding food for classes to strengthen knowledge of healthy eating habits, addressing obesity in youth in Hawaii. Submitted by Jewell Tuitele.
2. $1,500. Capital/Music & Worship. Provide a safe and adequate performance space in The sanctuary for the instrumentalists at the top of the choir section. Submitted by Tom Poole.
3. $3,000. Global Missions/Youth. Student ministry work by supporting a missionary in Eastern Europe. Submitted by Katie Kam.
4. $185. Education/Local Mission. Zumba professional skills tuition for training to support our resident Zumba teacher providing free classes for the community. Submitted by Brenda Molina.
5. $2,000. Youth/Education. Support for Amanda Hutchinson’s Lutheran pastor training at Lutheran Seminary. Submitted by Ken & Kristia Hurchinson.

Encouraging Charitable Giving including to the CBTS Endowment Fund

The team completed a brochure to inform people about the Endowment Fund and it is available at the usher station in the sanctuary.

On May 21, 2017, we put on an event, God’s Just Desserts, a Celebratory look at Charitable gifts.
The Presentations consisted of stories linked to Calvary by the Sea Charitable giving historically and currently.
They were presented by Linda Hansen, Pulelehua Quirk, Bruce Kau, Linda Cluney and Blessings we done by Pastor Tim Mason.

27 people attended the event and 9 children. We got positive feedback and hope to do the event again in the spring 2018.

2017 Gifts Received

You can find additional information about the Endowment work on the CBTS website. http://tinyurl/CBTSEndowment
Record keeping:
Hard copies of all documents are turned over to the church finance officer to be kept in the Endowment files. All documents and emails are also kept on a google drive associated with the cbtsendowment@gmail.com account. The finance officer has login information for this in the hard copy files for the CBTS Endowment.

Submitted by Pulelehua RuthMarie Quirk Endowment team chair 2017 to CBTS congregation Annual report for the Feb 18, 2018 meeting

Thea Johanos, MaryPat Ashby, Mike May, Linda Cluney. Pulelehua Quirk
Staff Support Committee Report

The purpose of the Staff Support Committee is to affirm and strengthen the ministry performed by the staff. The committee listens to staff members and the congrégation to clarify expectations, provide for open communication, and further the mission efforts of the church.

Members:

Pat Wong, Chair (Term expires April 2018)
John Travis (Term expires April 2018)
Kaui Lucas (Term expires April 2018)
Pati Kickland (Term expires April 2019)
Linda Hansen (Term expires April 2019)

In 2018, the Committee members met with the pastor and other staff members individually and in groups to address concerns, assist with programs, and provide support and guidance. The Committee’s support included:

- Serving as a listening post and sharing issues as needed with the Council.
- Supporting the staff in transitions, temporary assistance, orientations, exit interviews, and sensitive personnel meetings, as needed.
- Recommending to the Council of Deacons staff compensation increases and bonuses, changes to staff hours, and updates to job descriptions.
- Partnering with the preschool director in developing an evaluation process for parent, teacher and Council feedback.
- Helping create new Youth Director and Nursery Coordinator positions.
- Communicating with key stakeholders to manage staff workload and responsibilities.

The staff does a remarkable job of supporting the diverse missions of the church. We recognize and appreciate the work and dedication of the staff.

Respectfully submitted,
Pat Wong, Staff Support Committee Chair
2017 was a successful year for Calvary by the Sea Montessori School. The following is a brief review:
Momi Martinez thoroughly enjoyed her first year as the school’s directress.
The teaching teams were:
1. Toddler class: Tricia Kunihiro, Lisa Gouveia and Kikolani Martinez
2. Primary Class: Joan Hiel, Audrey Sutherland and Chesa Funk
3. Primary Class: Amie Lawyer, Kris Tacub and Alana McKnight
4. After-School Program: Kim Serna, Sharon Tamanaha and Alana McKnight

- We continue to be blessed with teachers who are dedicated and serve our school families with a whole-hearted devotion. Our teachers provide quality education, nurturing care and a well-prepared environment both indoors and out. Their commitment is seen in the well-maintained gardens, orderly classrooms but most importantly in the children’s increased independence and academic growth.

- Our children and parents enjoyed various school activities such as our Harvest Festival, Thanksgiving Feast Potluck, School Holiday Program, Parent & Child Night where children demonstrate work for their parents, May Day celebration, Graduation, and End of Year Potluck.
• Christian education: Children and teachers enjoy going to the sanctuary for Pastor Tim’s prayers, bible stories and songs. The children often recall and share about previous lessons and compare them to ongoing experiences.

• The families of Calvary by the Sea are grateful for our program. They value our Montessori curriculum and Christian education. They are vested in their child’s education and are eager to support our program through volunteer service, contributing needed donations and participating in Parent Workshops designed to enrich their Montessori experience.

• The school’s fundraisers were very successful and supported by many parents. Our fundraisers have included Annual Giving, Montessori Services for Small Hands Catalog, California Pizza Kitchen, Usborne Book Fair, and a Walk-A-Thon.

• Financially, the 2017 year ended with a net income of $107,829. This allowed us to designate $25,000 for a scholarship fund and $10,000 to replace well used Montessori activities.

• I am grateful and proud to be a part of Calvary by the Sea Montessori School and I am blessed to witness God’s love flowing through our school and church ministries. I am excited to continue working for God’s glory.

   Respectfully submitted by Momi Martinez, School Director
# Calvary by the Sea School
## Balance Sheet as of July 31, 2017

### ASSETS

<table>
<thead>
<tr>
<th>Current Assets</th>
<th></th>
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<tbody>
<tr>
<td><strong>Checking/Savings</strong></td>
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<tr>
<td>1000 · FHB 4334</td>
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<td>1005 · FHB Maximizer Account</td>
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<td><strong>Total Current Assets</strong></td>
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### LIABILITIES & EQUITY

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<th>Liabilities</th>
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<td><strong>Other Current Liabilities</strong></td>
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<tr>
<td>2000 · School Deposits</td>
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<td>2001 · Tuition Deposit</td>
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<td><strong>Total 2000 · School Deposits</strong></td>
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<td>2300 · Deferred Revenue</td>
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United States

Jul 31, 17
Calvary by the Sea School
Profit and Loss August 1, 2016 through July 31, 2017

Ordinary Income/Expense

Income

FUNDRAISING INCOME
Total FUNDRAISING INCOME 17,926.88

TUITION AND PROGRAM INCOME

3190 · Tuition
  3190A · Primary Tuition 373,843.20
  3190B · Toddler Tuition 120,352.97
  3190C · Summer Tuition 67,167.00
Total 3190 · Tuition 561,363.17

3191 · Late Care 1,793.00
3192 · APP fees Summer 2,333.40
3193 · Comprehensive Fees 24,235.44
3196 · Late payment fee 385.00
3197 · APP Fees New Students 4,090.00
3198 · Reg & LMTD Fees Forfeited 1,944.00
Total TUITION AND PROGRAM INCOME 598,372.90

3200 · INTEREST INCOME
Total 3200 · INTEREST INCOME 107.40

Total Income 616,406.82

Expense

ADMIN.
Total ADMIN. 23,327.74

BENEFITS
Total BENEFITS 60,866.31

FUNDRAISING EXPENSES
Total FUNDRAISING EXPENSES 5,971.88

PAYROLL OUTSOURCE
Total PAYROLL OUTSOURCE 431,289.31

PROGRAM

6405 · School Consumable Supplies 4,875.91
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<td>6410</td>
<td>Toddler Program Supplies</td>
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<td>6414</td>
<td>Kitchen supplies</td>
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<td>6415</td>
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<td>6416</td>
<td>Playground Equipment</td>
<td>14.60</td>
</tr>
<tr>
<td>6425</td>
<td>Excursions</td>
<td>305.50</td>
</tr>
<tr>
<td>6426</td>
<td>Family Events</td>
<td>182.64</td>
</tr>
<tr>
<td></td>
<td>Total PROGRAM</td>
<td>7,495.30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SPACE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total SPACE</td>
<td>1,564.78</td>
</tr>
<tr>
<td></td>
<td>Total Expense</td>
<td>530,515.32</td>
</tr>
<tr>
<td></td>
<td>Net Ordinary Income</td>
<td>85,891.50</td>
</tr>
<tr>
<td></td>
<td>Net Income</td>
<td>85,891.50</td>
</tr>
</tbody>
</table>
Angel Network Charities, Inc. (ANC) was founded in 1989 by Ivy Olson, wife of the pastor at Calvary by the Sea Lutheran Church. Its mission was to provide support to the homeless community on the island of Oahu, Hawaii. In 1991, ANC incorporated under the laws of Hawaii and was determined to be an eligible tax exempt organization under Section 501(c)(3) by the Internal Revenue Service and the state of Hawaii.

Today, ANC continues to provide support to the homeless and at-risk community through its food bank. A vital part of the ANC mission is to treat each person with dignity and respect; all who come are called “guests” and are treated as such. It is one of the jewels in the crown of Calvary, and our church is widely known and identified with the Angel Network.

ANC distributes food and donated clothing, furniture, books and toys; it also provides shower and laundry facilities to the homeless. Various community groups are provided space to enroll guests in programs such as food stamps, discounts for the elderly, healthcare, legal aid, and other social service programs. ANC functions with one employee and 12-14 regular volunteers, plus a myriad of other helpers, and is open on Thursdays and Fridays from 11am to 3pm. Most of the food that is distributed is provided by the Hawaii Food Bank (HFB) or purchased from HFB at below market costs.

With the demand for ANC services still seeing a continued increase the ANC Board of Directors, redesigned and renovated both our food pantry operations and our service area to allow for the pantry to receive multiple Ohana drops a month from the Hawaii Food Bank.

More than 88% of the support for ANC comes from Calvary – the church budget (48%) and individual member donations (43%). Fund-raising activities and business donations provide the other 9%). With the increased generosity of CBTS, its members, and the community, ANC began operating in the black this year by leveraging our food costs and working closely with the Hawaii Food Bank.

The Hawaii Food Bank Annual Hunger Walk was our major fund raiser this year. HFB and Thrivent match funds raised approximately $3500 this year. Other contributors in 2017 included CBTS Endowment Committee, UI Productions, and many, many members of our Calvary congregation.
Ending fiscal year 2017, ANC has started to turn the corner. With a projected 2018 break even operating with all the food pantry distribution operational changes, thanks to all of the efforts mentioned above, ANC ended the year break even.

The present Board of Directors includes: Jewell Tuitele (President), Lea del Castillo (Vice President), Leslie Dorman (Secretary), Cheryl Tuitele (Treasurer) and Directors Judy Joseph, Susan Sanger, Becky Taylor, Paul Tomita, and Jennifer Welch.

With God’s help, and the support of the caring and giving members of Calvary and the community, we hope to continue to grow in our ability to carry out Christ’s mission to provide for the poor and the homeless - our sisters and brothers. The board is grateful for your donations of food and cash and asks for your prayers that food security increase and the unmet need will diminish.

Respectfully submitted,

Jewell Tuitele, President

Angel Network Charities
A Year in the Life of Angel Network Charities – 2017
By the Numbers

Average Monthly Guest Count ........................................... 4816
Average Monthly Number of Adults ....................................3214
Average Monthly Number of Keiki .................................1602

Food Pantry Days Thursday and Fridays .............................98

Food Packages Distributed .............................................. 42,296

Ohana Drops ................................................................. 32
Pounds of Food Distributed .............................................448,536

Average Monthly Number of Showers ...............................200

Volunteer Hours Committed ............................................20,344
Full-time Equivalent of All Volunteer Hours .....................14.4

Thanksgiving Families Served .................................275
Pounds of Turkey Consumed .................................448

Cups of Coffee Served ...........................................countless
Where Our Time and Talent Goes

Volunteer Participation

<table>
<thead>
<tr>
<th>Group</th>
<th># of People</th>
<th>Hours (Month)</th>
<th>People Hours</th>
<th>% of People Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Bank</td>
<td>5</td>
<td>40</td>
<td>200</td>
<td>24.0%</td>
</tr>
<tr>
<td>Support Teams</td>
<td>3</td>
<td>30</td>
<td>90</td>
<td>10.8%</td>
</tr>
<tr>
<td>Ohana Drops</td>
<td>14</td>
<td>30</td>
<td>420</td>
<td>50.5%</td>
</tr>
<tr>
<td>Packaging</td>
<td>5</td>
<td>10</td>
<td>50</td>
<td>6.0%</td>
</tr>
<tr>
<td>Clean up</td>
<td>6</td>
<td>12</td>
<td>72</td>
<td>8.7%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33</strong></td>
<td><strong>122</strong></td>
<td><strong>832</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th># of People</th>
<th>Months</th>
<th>Hours (Month)</th>
<th>People Hours</th>
<th>% of People Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thanksgiving</td>
<td>52</td>
<td>5</td>
<td>260</td>
<td>100.0%</td>
<td></td>
</tr>
<tr>
<td>Christmas</td>
<td>14</td>
<td>4</td>
<td>56</td>
<td>100.0%</td>
<td></td>
</tr>
<tr>
<td>Employee</td>
<td>1</td>
<td></td>
<td>176</td>
<td>100.0%</td>
<td></td>
</tr>
</tbody>
</table>

**Annual Volunteer Hours**  
10,300

Giving

“What, Giving Again?”
I asked in a daze,
“And must I keep giving,
and giving, always?”
“Oh, No,” said the angel
whose eyes pierced me through:
“Just stop when the saviour
Stops giving to you!”

Anonymous
## Where Our Treasure Goes

*Angel Network Charities, Inc.*

### Financial Summary

<table>
<thead>
<tr>
<th>Total - Gifts, grants, contributions</th>
<th>2017 Estimate</th>
<th>2018 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBTS Individual donation</td>
<td>$7,500</td>
<td>$7,200</td>
</tr>
<tr>
<td>Major Donors</td>
<td>$11,675</td>
<td>$12,000</td>
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<tr>
<td>Foundation/trust grants</td>
<td>$19,099</td>
<td>$1,000</td>
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<tr>
<td>Calvary By The Sea</td>
<td>$36,000</td>
<td>$36,000</td>
</tr>
<tr>
<td>Hawaii Foodbank-GIA</td>
<td>$3,301</td>
<td>$5,250</td>
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<tr>
<td>Thrivent Financial Matching</td>
<td>$1,168</td>
<td>$3,350</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Total - Operating Expenses</th>
<th>2017 Estimate</th>
<th>2018 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foodbank</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>Salary/employee benefits</td>
<td>$55,927</td>
<td>$57,686</td>
</tr>
<tr>
<td>Professional fees/contractors</td>
<td>$6,875</td>
<td>$6,875</td>
</tr>
<tr>
<td>Transportation Expenses</td>
<td>$1,256</td>
<td>$750</td>
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<tr>
<td>Kitchen Buildout</td>
<td>$8,884</td>
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</tr>
<tr>
<td>Non-personnel expenses (supplies, office)</td>
<td>$3,233</td>
<td>$3,936</td>
</tr>
<tr>
<td>Occupancy, rent, utilities, maint</td>
<td>$1,173</td>
<td>$1,164</td>
</tr>
<tr>
<td>Misc Expenses (Insurance, vol appreciation)</td>
<td>$1,986</td>
<td>$2,662</td>
</tr>
</tbody>
</table>

| Net Ordinary Income                 | $(591)        | $(13,273)   |
Report for September-December Only:

The Council of Deacons hired a Youth Director fourth quarter 2017.

YOUTH GROUP GOAL: The goal is to help provide a safe, constructive environment for all junior and senior high school youth to be and to grow in their spiritual journey.

Current work towards establishing a youth generated mission statement and strategic planning goals.

BIBLE STUDIES:
Youth have participated in studies focusing on how the Bible works in everyday life of a teenager.

IN HOUSE SERVICE:
Youth painted the trailer and contributed to numerous activities hosted by the church, including but not limited to special gatherings, Thanksgiving, December special services, etc.

MINISTRY:
September brought the first Youth Sunday where the youth were responsible for, and ran both services in their entirety. They participated in church camp out, Christmas Services and more.

OUTREACH:
Youth have been working to include friends and engage in community events to broaden the invitation to their program. Including the Jingle Rock Run to raise funds for Make-A-Wish.

FUNDRAISERS:
The youth sponsored a chili dinner (net $460) and hosted a t-shirts sale (ongoing, currently about $200) bringing youth allocated funds to about $660.