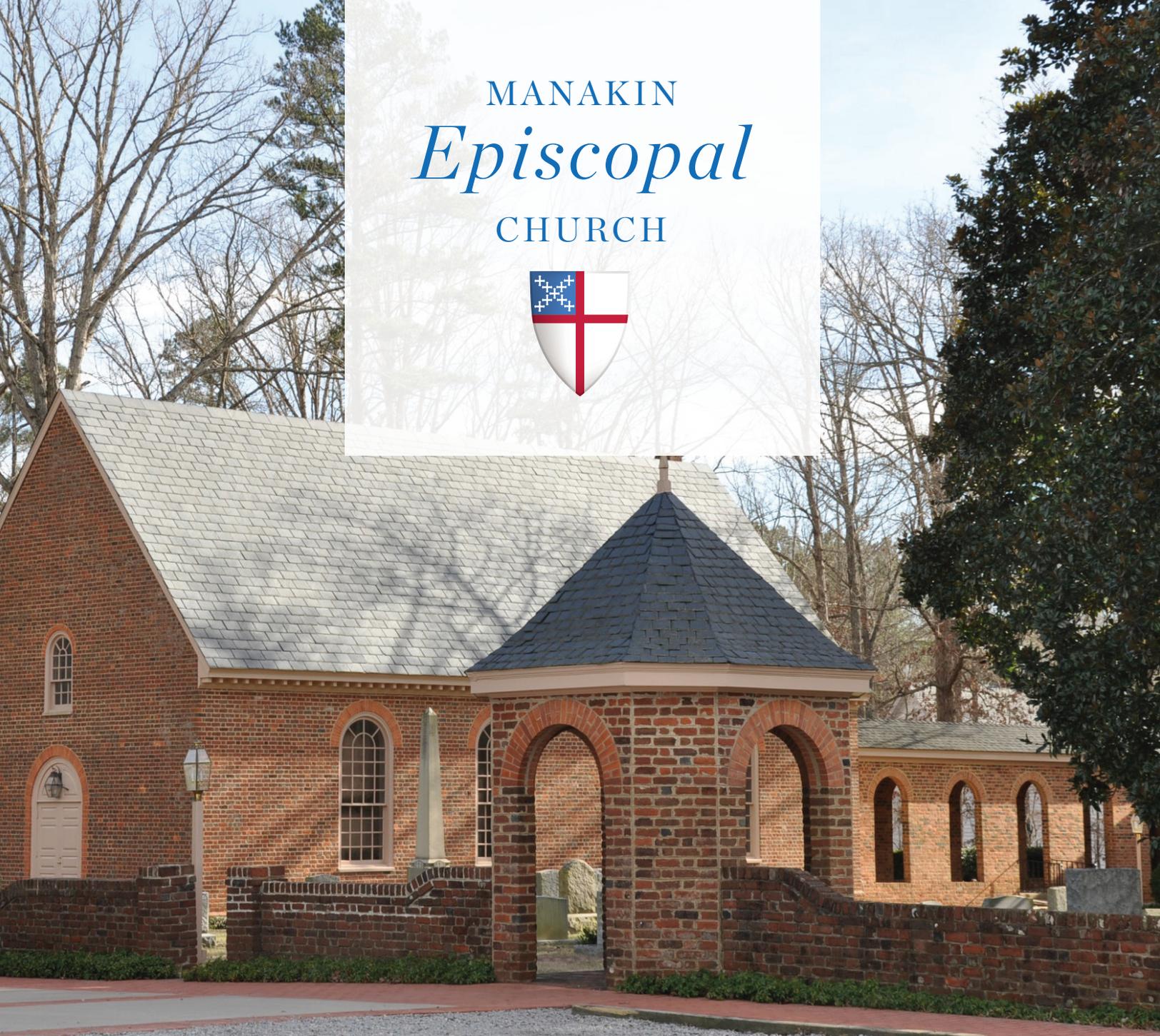


MANAKIN  
*Episcopal*  
CHURCH



PARISH PROFILE

2017

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Almighty God, you hear those who reach out to you. Grant to us, and those who consider joining our community of faith, the guidance, wisdom, and courage as we mutually discern your will. This so we may receive a faithful, perceptive, joyful rector who will care for your people and engage with us in our worship and in our ministries. These things we ask through Jesus Christ our Lord, who lives and reigns with you and the Holy Spirit, one God, forever and ever. Amen



# RECOGNIZING THE PAST RESPONDING TO THE PRESENT REACHING TO THE FUTURE

Mrs. Leanne Beorn  
December 18, 1948 – October 17, 2015  
Member of Manakin Church

*The heartfelt words of Leanne Beorn's letter, though written nearly twenty years ago, still ring true today. Her unsolicited tribute to Manakin captures the essence of what we still see and love about our church.*

When you enter the quiet sanctuary of Manakin Church, surrounded by woods in a peaceful country setting, you touch the past: a Manakin church on or near the site, has served as the focus of religious life for many generations of Virginians. The simple, yet elegant white paneled interior of the present church is a fine example of 18th-century architecture. It was modeled after William Byrd's church at Westover Plantation.

Byrd gave 10,000 acres to the French Huguenots who settled along the James River and who, in 1701, founded Manakin Church in King William Parish. History, however, is not what attracts people to Manakin Church today -- to worship, to learn, to interact. Manakin's parishioners are proud of the nearly three centuries of history of our church. While we maintain tradition by respecting the rich heritage and language of the Episcopal Church and our church in particular, we are not circumscribed by the past.

Manakin Church breathes with its purpose in the present, responding to the needs and concerns of a congregation in the last decade of the 20th century. The congregation's encouragement and nurturing of personal and communal spiritual growth attracts

parishioners from many parts of the Richmond area, far beyond its immediate neighborhood.

Why do they come? For the unique blend of the past, present and future that the church and its parishioners embody. The interior architecture and the plaques on the walls testify to a rich tradition, but the ways of worship blend the traditional with the contemporary, including plays put on by youth choirs and sermons that deal honestly and directly with the complex issues facing Christians today. Manakin's programs serve people at every stage of life, from the newly baptized to the elderly. The Church School program and youth groups help children to develop a Christian perspective on the world as they grow. Adult choirs, study groups and opportunities for fellowship promote individual development and rewarding involvement with other people.

What does Manakin offer that makes it different, special? The warmth and friendliness of a congregation that is small in size, but large and ever-expanding in its readiness to deal with today's challenges. Manakin is a church moving confidently into the future, buttressed by the heritage of the past.



# WHERE we are NOW



## STRENGTHS

Manakin Church is blessed.

Based on advance knowledge of the planned retirement of our rector, the Vestry decided to engage in a comprehensive parish survey utilizing the “Church Assessment Tool” (CAT survey) in March 2014. The insight provided by the CAT survey, coupled with the conclusions of focus groups in 2016, provided a thoughtful and comprehensive overview of Manakin’s current position and potential future direction. The strengths listed are reflected in the order of significance based upon the frequency with which they were identified by participants in the focus groups.

Our former rector took advantage of the total of his earned but unused leave and sabbatical to depart several months before his official retirement date of November 2015. During this time we were blessed with a variety of supply priests prior to the appointment of our interim rector. Also during our transition, the continuous support provided by Manakin lay leadership has been remarkable. Parish leaders have provided guidance and continuity with our programs. Volunteerism at Manakin has continued to grow and be an ever-increasing

strength of the church with our array of community and outreach programs. Our parishioners welcome visitors and newcomers openly, and consider each other family. Manakin is blessed.

The Music Ministry, including our young Choristers as well as our Chancel Choir, is remarkable. Our ministry and support of one another are strong and are provided by compassionate lay pastoral care coupled with the growing Stephen Ministry and Education for Ministry programs. Manakin members enjoy fellowship programs and activities, including adult dinners, Women of the Church, coffee hour, Men of the Church, and youth activities. Manakin is blessed.

Manakin Church is financially sound and has no debt. Coupled with the Manakin Episcopal Church Foundation, the church has solid financial resources. Manakin’s

buildings and grounds are major assets. The architectural structure of the church building and its sanctuary reflects the colonial beauty of historical Episcopal churches. The grounds incorporate the church, Denny Hall (parish hall), bell shelter, cemetery, and memorial garden. Manakin is indeed blessed.

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The strengths listed are reflected in the order of significance based upon the frequency with which they were mentioned by participants in the focus groups. The strengths denoted in our survey are:

- lay leadership and volunteerism*
  - outreach*
  - our people and welcoming atmosphere*
  - finances*
  - music ministry*
  - lay pastoral care*
  - fellowship*
  - buildings and grounds*
-

# CHALLENGES & OPPORTUNITIES

Manakin is experiencing many of the same challenges facing other Episcopal parishes. Our principal challenge is finding new and innovative means to attract new members to promote growth. While the age of many of our members provides stability and support, the aging segment of our parish reinforces the need for growth.

Manakin is proud of its history. A challenge is respecting our history while embracing change for the future.

Many of the church members expressed a need to strengthen and expand our Christian Formation programs for children, youth, and adults. This challenge also presents a distinct opportunity for growth, particularly with the new and younger members.

Manakin is a destination church, a church to which many parishioners drive from all over the Richmond metro area as well as coming from the immediate community. We provide an excellent balance between suburban and rural communities. The history and beauty of the church, coupled with the cultural opportunities of metro Richmond and the suburban growth in the immediate area, provide elements for a bright future.

Many survey respondents expressed a desire to expand our strong outreach programs within our greater community. Our improved website and expanded social media provide greater opportunity for growth.

Manakin is proud of its history. A challenge is respecting our history while embracing change for the future.



# WHERE *we want* TO GO

## OUR GOALS **As we look to the future, the two most significant goals of Manakin are:**

1

To provide more opportunities and avenues for Christian and spiritual formation at every age and stage of life.

2

To attract new members and incorporate them into the life of the church while retaining existing parishioners.





## CHARACTERISTICS OF OUR NEW RECTOR

*“Grant to us, and those who consider joining our community of faith,  
the guidance, wisdom, and courage as we mutually discern your will.”*

Manakin Church Search Committee Prayer

Manakin is a healthy parish with strong lay leadership and commitment to both our own congregation and providing outreach to others. Throughout the discernment process, we have learned much about ourselves and what we value as a parish. Part of that discernment sought rector characteristics from our members. The input received from our parishioners in the series of focus group meetings was a great help in identifying the characteristics we seek in our new rector.

We have a long heritage with a focus toward the future. We want our new priest to collaborate with others to introduce new ideas in music and liturgy, while at the same time understanding and being respectful of Manakin’s history and traditions. We pray he or she is capable of shepherding us on our journey to deeper development of our spirituality through worship, serving our pastoral needs and engaging newcomers to help them find their spiritual home at Manakin.

Our new priest will be energetic, enthusiastic, uplifting, confident, and one who genuinely enjoys being a rector. With Vestry and lay leaders, she or he strives to develop a strong sense of vision for Manakin’s future and possesses the ability to communicate this vision to our parishioners in a way that motivates and inspires action by others.

Our parish community is inspired by well-prepared, dynamic and thought-provoking sermons that speak to the practical application of the messages represented in the Old Testament and New Testament, emphasizing the celebration of our faith. We pray our new priest is theologically and liturgically knowledgeable and able to communicate that knowledge to all members of the parish.

Realizing that we need a strong Christian Formation program for both youth and adults, we seek a priest who humbly provides strong spiritual leadership, pastoral “care for the flock” and initiates and enjoys meaningful relationships with parishioners.

We seek a rector who is an effective administrator with the leadership and ability to motivate others. He or she should take an active part in working with committees within the parish, and will enable and enhance our lay ministries. He or she delegates effectively and is adept at promoting Manakin’s unique qualities. We seek a rector with appropriate financial and business knowledge, who is savvy in ways to use technology to help us grow our church and its programs.

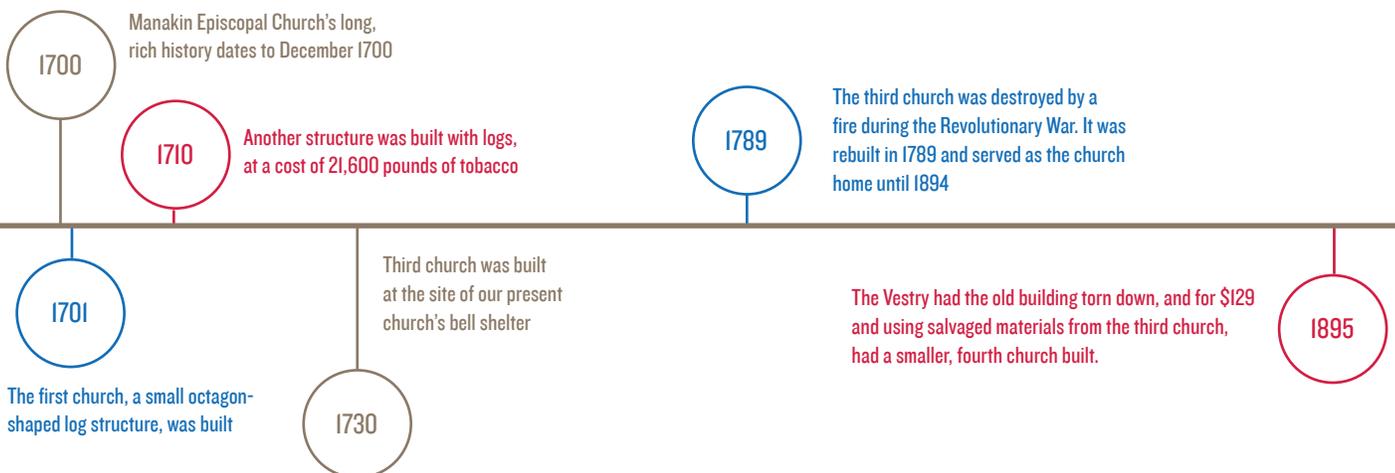
Our new rector will be welcomed by an enthusiastic and faithful community in Christ. We eagerly anticipate your arrival. We invite you to guide us into the next chapter of life at Manakin.

MANAKIN  
 EPISCOPAL CHURCH  
 1700    ✝    1954

A HISTORY  
*of*  
 MANAKIN  
 CHURCH

Manakin Episcopal Church's long, rich history dates to December 1700. An act of the Virginia House of Burgesses created the "King William Parish" for the community of French Huguenots who had established a settlement along the south side of the James River twenty miles west of Richmond at the site of a deserted Monacan Indian village. This new community was known as Manakintowne.

Like the land that it sits on, our church building is rich in history. Our present church, the fifth structure, which is modeled after William Byrd's church at Westover Plantation, was built with the generous financial help derived from the sales of timber harvested



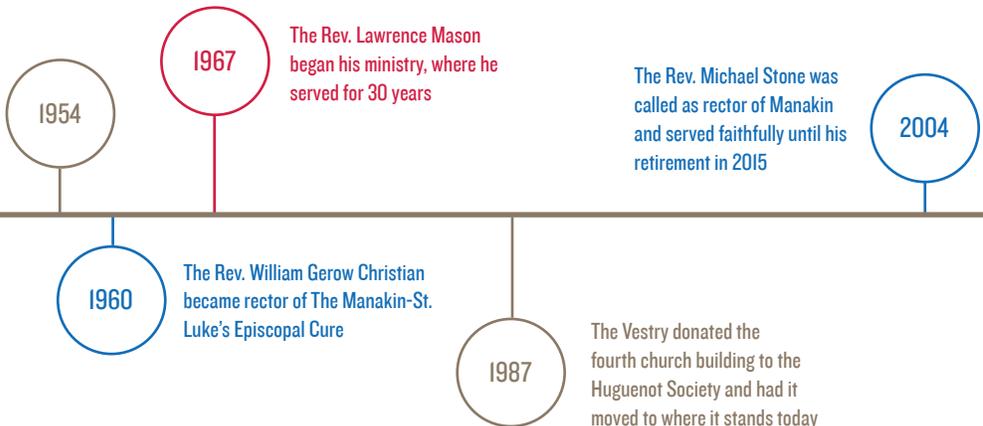


on grounds owned by the Huguenot Society adjacent to the church. In appreciation, the Vestry of Manakin Church donated and moved the previous church building to the Huguenot Society property, where it stands today.

Manakin Church has been the focus of religious life for many generations of Virginians over its three centuries of life. While only a few of the original families are still represented on the church rolls, the strong sense of a community sharing its faith in God and its love for one another is as much or more a part of Manakin Church today as it was when it was founded in 1700. At Manakin, we honor and maintain tradition by respecting the rich spiritual heritage of the Episcopal Church and our church in particular, while embracing new means of contemporary worship. We look forward to the future with the same strength, faith and commitment as our Huguenot founders displayed.



The present brick structure, which is modeled after William Byrd's church at Westover Plantation, was built with generous financial help



# WORSHIP

Worship at Manakin regularly encompasses Holy Eucharist and Morning Prayer, with other special worship opportunities during the week and as called for in the liturgical calendar. Sunday services are currently held at 8:00 A.M. and 10:00 A.M. The early service uses Rite I Holy Eucharist, without music, and the later service primarily follows Rite II Holy Eucharist, with Rite I Holy Eucharist and Morning Prayer each offered monthly.

The worship experience has remained strong during the transition period, with some increase in attendance on Sundays, engagement with the sermons, and active participation in the support ministries. We have enjoyed a wide variety of preaching and worship styles from a number of supply priests, and now, by our Interim Rector. All who have filled the pulpit for us have been complimentary of our church and the involvement of the membership. There is an active Worship Committee comprised of representatives of our music program, Altar Guild, acolytes, ushers, lay Eucharistic ministers, and other interested persons who support

the rector to ensure that worship services run smoothly and are vibrant and meaningful to the participants.

Music is a vital element of worship at Manakin's 10:00 A.M. service; our congregation sings the hymns and service music enthusiastically

and expresses its appreciation for the choral and organ music. The organ was recently augmented with chimes as a memorial gift, and they are used to enhance preludes, hymns and postludes. The Chancel Choir sings from a repertoire of some of the finest choral music available, both accompanied and a cappella,

presenting a variety ranging from classical, such as Mozart and Handel, to contemporary arrangements of English composers and spirituals. The choir also sings for special services such as Advent Lessons and Carols, Christmas Eve and Maundy Thursday. The Fauré Requiem has been presented twice with a violin soloist, and from time to time a guest trumpeter is engaged. We have also given students from the nearby middle school opportunities to play solo

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*I was glad when they said unto me,  
let us go into the house of the Lord.*

Psalm 122:1

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and obligato parts and occasionally incorporate other instruments such as guitar and tambourine to enrich the music. Vocal solos and small ensembles are also encouraged, as appropriate, and cantors are used regularly to chant the Psalms.

The Choristers are our children-and-youth choir, which sing primarily at Christmas and Palm Sunday. This group is dedicated to learning to sing the hymns and acclamations of the liturgy. Manakin's organist and music director has led the Chancel Choir and the Choristers for the past 15 years.

A Manakin lay-ministry team of parishioners administer the Eucharist, lead the singing of hymns and provide a homily on the first Sunday afternoon of every month to the residents of two nearby assisted-living centers. This team agrees that they receive far more than they give in these monthly services.

In the absence of a rector, this past year several parishioner felt called to form a Lenten Planning Committee to develop a series of Wednesday night programs to support the contemplative nature of Lent. Outside speakers from the diocese and surrounding community were invited to present weekly programs, which drew increased attendance over prior years.

In the past, our worship opportunities have included a third service on Sunday mornings, a weekly Lenten contemplative service, and various Holy Days' services such as Epiphany, and the Great Easter Vigil, Advent and Christmas. Other special services Manakin has celebrated are twice-monthly Healing Services, where participants come on a weeknight specifically for quiet prayer for their own or others' needs. We have held Blessing of the Animals services, sometimes at the church, sometimes at a member's nearby farm. Our part-suburban/part-rural membership brings a wide variety of farm animals and household pets for this service which is particularly enjoyable for our younger members. We hold our Christmas Eve services dear; celebrating an afternoon Family Pageant Service and the Festival Eucharist later in the evening. We will be looking prayerfully to our new Rector to assimilate parishioners' wide variety of worship interests into the service schedule, to help set worship priorities and to guide assessment of the effectiveness of worship opportunities.



*Then He said to His disciples, “The harvest is plentiful, but the workers are few.”*

Matthew 9:37

In considering Outreach at Manakin we recognize that much of what we practice as Christians we do on an individual basis. In myriad and countless ways the individuals who make up our parish community dedicate themselves to their own small acts of Christian Outreach in their own personal ways as the Holy Spirit moves them.

As stated earlier, our focus groups gave our congregation the opportunity to share its perspective for this profile. “Outreach” was frequently often repeated as a strength of Manakin, an attraction to Manakin, and a reason for being an active member of Manakin Church.

Outreach is vital as a way to express Christ’s love beyond the doors of our church. We feel called to extend our caring and compassion by helping to serve the needs of others outside our parish family. Outreach is a powerful manifestation of Stewardship — our sharing of time, talent and treasure — and invites the greater community into our parish to be our partners.

Parishioners demonstrate and express the priority that Outreach has for us in many ways. Our annual “Reach for the Stars” Gala and Auction occurs in September. This is a festive evening that exclusively devotes profits from the live and silent auction of donated items and services to augment our Outreach budget.

CARING  
*for*  
OTHERS:  
OUTREACH

Through the first nine Galas, we have raised more than \$142,000. These funds have been disbursed to some 20 worthy organizations. Again, the Gala invites our brothers and sisters outside our parish to be part of our community of faith.

In partnership with Stop Hunger Now, we sponsor and host a Meal Packaging Event in January of every year. This is a fun morning

of action and fellowship during which we package meals for distribution to aid organizations internationally. We’ve hosted seven events to date and have packaged over 200,000 meals for this mission.

We have been a supporter of Habitat for Humanity since 2001. Since 2007 we have helped build homes with the Powhatan affiliate. Not only do we contribute financially, but we lace up work boots and strap on tool belts and labor with others to construct homes for those in need.

We fully participate in Episcopal Relief and Development, both in response to its appeals and in financial support of its “Gifts for Life.” We participate in a shelter feeding program with three other local Episcopal Churches. Six to seven times a year we make, package and deliver 100 lunches to three shelters for homeless in municipal Richmond.



Our monthly third Sunday collection gathers food for the Powhatan food pantry, old bedding (sheets, towels and such) for Richmond Animal League, portion-appropriate servings of foods for Backpacks for Love and magazines and paperbacks for Chesterfield County Jail.

Every month with five Wednesdays, in partnership with Richmond Friends of the Homeless, we purchase, prepare and serve over 250 meals at Greater Mt. Moriah Baptist Church in the Gilpin Court neighborhood of Richmond.

We encourage and assist our Sunday School classes with their Outreach projects such as providing gifts for needy families at Christmas and clean water for villages in under – developed countries.

Twice a year we join with Epiphany Catholic Church to participate in CARITAS - - Congregations Around Richmond Involved To Assure Shelter. We provide, prepare and serve supper, as well as provide lunches to those receiving CARITAS support.

Our former Deacon, leads a service called “The Gathering,” every Sunday afternoon on Richmond’s southside, for needy or homeless persons. Every other month we prepare three dozen lunches, deliver them and join in the service. Often our Sunday school students participate for their own Outreach project.

Our outreach activities also support incarcerated individuals. We collect calendars, toiletry items, clothing, stamps, reading and writing materials and Bibles for the Virginia Correctional Center for Women situated in Goochland.

We are proud of what we do to show God’s love, and we still desire to do more. We hope our new rector fully appreciates, values and supports our mission of Outreach.



# CARING FOR OTHERS: INREACH

## PASTORAL CARE

A hallmark of life at Manakin is the Pastoral Care ministry and our desire to serve each other. This critical ministry encompasses a large number of people who, as Christians, want to help their fellow parishioners in a time of need. Clergy, a Pastoral Care Coordinator and other lay leaders guide this ministry to meet parishioners needs:

### Prayer Vine

Intercessory prayer for those with expressed needs. These requests are communicated by email.

### Gracious Gourmets

Meal-preparation and delivery.

### Transportation

Assistance for parishioners who need transportation to medical appointments, treatments, prescription pick-up.

### Lawn Care & Construction

Men of the Church provide simple yard work when parishioners have special needs. Our Men of the Church have also built wheelchair ramps.

### Communications

Parishioners spontaneously communicate with members in need via phone calls, visits, emails, cards and texts.

One of the most challenging things about Pastoral Care is actually determining who needs help. Some people are very private about their needs, and there must be a certain level of confidentiality in some matters. This is where there needs to be a very close relationship between the Rector and the Pastoral Care Coordinator. Once the Coordinator is contacted, there are many volunteers who offer to assist in different areas.

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*Therefore comfort one another  
with these words.*

1st Thessalonians 4:18

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### Funeral Receptions

Provided upon request involves many lay persons who come together quickly to provide the food, set-up, serving and clean-up.

### Stephen Ministry

Specially trained lay people who give confidential, one-on-one, regular Christian care to people who are going through a particularly difficult situation in their lives. We currently have nine trained Stephen Ministers.

### Prayer Pagers

We maintain service for two pagers, which can be distributed to individuals on the prayer list. The phone numbers are published, and parishioners are encouraged to call the pager each time a prayer is said for its holder. When the pager buzzes, its holder knows someone has just prayed for them. This is a powerful reminder to those with needs that someone in their church family is holding them close in their heart.

# FELLOWSHIP

Manakin Church has an abundance of fellowship activities. The enthusiasm, the quickness to volunteer for needs of the congregation and local communities and the degree of commitment the parishioners have for each other further demonstrate our Christian love and fellowship.

Our fellowship comes in different forms but starts with gathering for coffee and light refreshments after our 10:00 A.M. service.

This weekly event provides worshipers an opportunity to socialize, greet newcomers and visitors and interact with the rector as we grow in our love and respect for each other. The coffee hour embodies the fellowship that defines the Manakin congregation.

We enjoy breaking bread together.

Monthly adult dinners are a popular fellowship activity. A parishioner hosts the event at his/her home or in the parish hall, and attendees sign up to bring a dish. This social event provides an evening of good food, good conversation and an opportunity to make new friends or enhance existing friendships outside of the Sunday church environment. During Lent, adult dinners are replaced with Lenten potluck suppers, where parishioners bring their favorite dishes and engage with after-dinner speakers on relevant topics. Additionally, a parish picnic takes place toward the end of each school year as we head into summer.

Manakin's Women of the Church lead many fellowship activities within the parish and our community. These include the

previously mentioned coffee hour, wedding and funeral receptions, community group luncheons, and an election-day bake sale for those using Manakin as their voting precinct. Additionally, the Women of the Church have published a cookbook and staged other fundraising activities from which they have contributed many items to the church, the latest being new audio-visual equipment. They organize the book club and sponsor ladies' night-out.

Manakin Church is notable for the strength and participation of its Men of the Church ("MOTC") group. This active part of fellowship has monthly breakfast meetings on the first Saturday of September through May, with a post-breakfast speaker covering relevant and engaging topics. The MOTC Annual Brunswick

Stew Sale (15+ years) generates over \$2,000 annually to support worthwhile projects. The MOTC also participate in construction projects for incapacitated parishioners, work with the local Habitat for Humanity organization and provide a work crew for bid winners in our annual "Reach for the Stars" Gala Auction (see "Outreach").

The Gala Auction -- an idea seized upon by an enthusiastic, dedicated and hard-working group of parishioners -- has provided a great evening of fellowship for Manakin members and guests for nine years as of 2016 as well as raised funds to assist community involvement in organizations such as Habitat for Humanity, Free Clinic of Powhatan, Boys Home of Virginia, and Madeleine's House (more under "Outreach").

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*God works all things  
together for the good*

Romans 8:28

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## MASON SCHOLARSHIP FUND

The Tree of Lights Scholarship Fund, established in 1986 and later renamed The Lawrence W. Mason Scholarship Fund, aids Manakin's young people in their pursuit of higher education. The fund generally makes one disbursement per year to all young persons of Manakin pursuing post-secondary school or training, without regard to need. Since its inception the fund has disbursed a total of \$81,000. The amount of the scholarship is small. Nonetheless, we want our young people to know that Manakin Episcopal Church and its members are thinking of them and supporting them as they work to secure their own futures.

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*Bear one another's burdens  
and so fulfill the law of Christ.*

Galatians 6:2

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# CHRISTIAN *formation*

Our mission is to provide Christian education and promote connections that challenge members to explore their faith at all ages and stages of life.

At Manakin, Christian Formation is based on the tenet that learning and growing in God's love is a lifelong process. Our mission is to provide Christian education and promote connections that challenge members to explore their faith at all ages and stages of life. We strive to provide opportunities for continuous spiritual growth through religious education programs and outreach projects within Manakin and in the greater community.

Though Christian Formation has always been a priority, we struggle to find a way to foster better attendance at our programs. The demographics of Manakin have shifted, and we are seeing fewer families with children attending church. Likewise, finding ways to meet the needs of current member families with children and youth has been a challenge. We have a dedicated committee of church members meeting to address our Christian Formation issues and to promote change. Our Vestry anticipates adding a full time Christian Formation Director in early 2017.



We currently offer the following opportunities at Manakin:

- Beginning with infants we offer a fully equipped nursery, with an attendant, during the 10 A.M. church service.
- During the 10 A.M. service our church teachers encourage youth to grow in their faith through Sunday school classes for pre-K through senior high age groups.
- Children join their families for the Sacrament of Holy Communion at the 10 A.M. worship service to experience and learn about the Eucharist.
- We conduct confirmation classes; adult members of the congregation, who share life lessons, mentor the students. Adults wanting to be confirmed or received in the Episcopal church take advantage of Adult Inquirers classes.
- We integrate students, beginning in late elementary school, into participation in the church's worship services, filling the roles of acolytes and readers.
- One of our alternative offerings is "Summer Doings." This program provides members of the parish an opportunity to volunteer and lead our students in a variety of activities and topics different from the structured Sunday school program during the academic year.

Manakin's intergenerational activities bring all ages of our parish together for Christian Formation. We have conducted a one-day Vacation Bible study event for the past few summers. Members of all ages played games and enjoyed activities that combined fun and faith teaching. By far, the most popular and best-attended programs are those that involve outreach to the community.

Adult Christian Formation offerings include an annual Lenten program, which combines the fellowship of a potluck meal with guest

speakers; and monthly book-club meetings, where members discuss faith issues related to the books read.

We see a need for continued introspection and an opportunity for growth in this area of parish life. Providing increased opportunities and avenues for Christian education and spiritual formation for all members is one of the two main goals the church membership has defined for Manakin's growth.



# FUNCTIONAL STRUCTURE

## ADMINISTRATION

Manakin Church is led by the Rector and a nine-member Vestry with three members elected annually for three-year terms. Each Vestry member is either a chairman of or liaison to the various committees of the church.

The parish administrator has been with Manakin for more than 20 years and offers stability and institutional knowledge for the parish.

Manakin Staff comprises:

- Rector
- Parish Administrator
- Director of Music – Organist & Choir Director
- Christian Formation Director
- Infant care
- Sexton (performed by an independent contractor)

## COMMUNICATIONS

Manakin has focused on expanding its Communication Program to reach parishioners as well as potential newcomers through a variety of media. The weekly service bulletin and monthly newsletter are core staples of the program. A revamped website, email blasts and a Facebook page are exciting new ways to reach interested parties.

The Manakin Messenger (newsletter) features articles from the Rector, Wardens and various parish committees, as well as a calendar of events, birthday/anniversary/prayer chain lists and other relevant news. The Messenger is currently sent via postal mail. Weekly service bulletins supplement the newsletter with reminders and any additional news/events. Bulletin boards in

Denny Hall (parish hall) complement communications from parish committees about various events. Email or telephone “blasts” notify parishioners of urgent news or provide important reminders as needed.

The website contains current information for both parishioners and potential newcomers. We are exploring the possibility of including written or video sermons on the website. The website and Facebook page provide important electronic channels for us to reach potential newcomers and for them to learn more about Manakin Church. We also use roadside banners to publicize events to people passing the church. Manakin periodically publishes a printed pictorial directory of parish members.



# BUILDINGS *and* GROUNDS



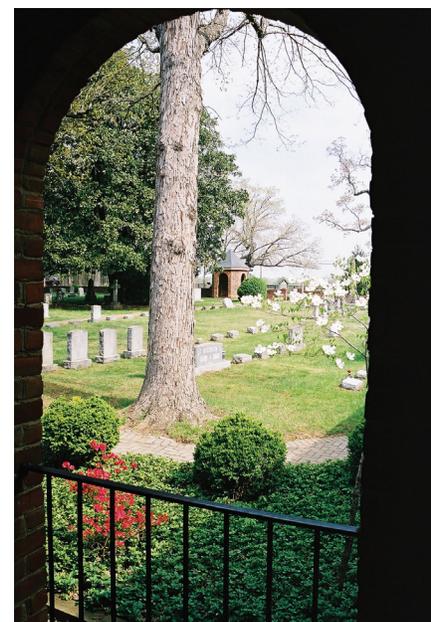
Manakin Episcopal Church is a suburban church located in a rural setting. The colonial beauty of Manakin Church is a major asset, which first attracted many of our parishioners.

The current church building is our fifth. It was built in 1954, and its structure was based on William Byrd's church at Westover Plantation, one of the oldest churches in Virginia. Approximately 160 people are accommodated with the church's 21 wooden box-style pews. The nave is bathed in light coming through Palladian windows. The pipe organ consists of nine ranks of pipes and the console is located with the choir stalls in the front of the church, and the pipes are located in the elevated rear gallery.

Denny Hall, the church parish hall, was built in 1964 and expanded in 1987. It is connected to the main church building by the Talley Gallery. Denny Hall has a great room, which can comfortably seat 120 people for meals or large meetings allowing us to serve and welcome God's people from throughout our community. The hall's classrooms are used for Sunday school classes, and the great room is used for receptions, luncheons, meetings and other church functions.

Woodlands and farms surround Manakin Church, situated on eight acres of land. Its grounds contain a well-maintained historic cemetery and a memorial garden.

The Buildings & Grounds Committee consists of skilled parishioners who can perform repairs and routine maintenance of the church buildings and property.



# FIVE YEAR FINANCIAL SUMMARY

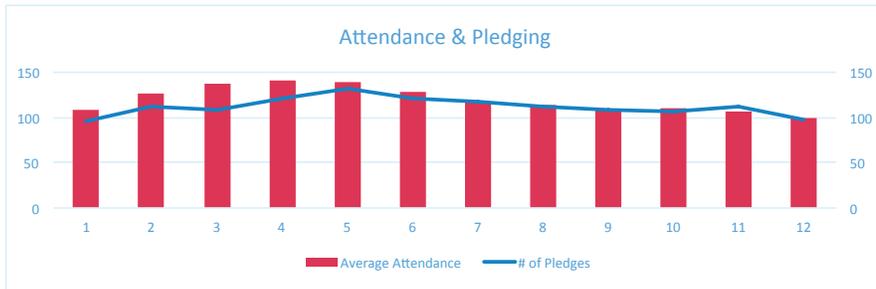
Manakin Church is in excellent financial condition. As of December 31, 2016, we have approximately \$222,000 in cash; consisting of General Funds; Cemetery, Memorial, and Maintenance Reserves; and Restricted Reserves. In addition, we have investments totaling approximately \$402,250 all of which are invested through the Diocesan Composite Funds. For the past five years we have four years (2012, 2013, 2015, 2016) with surplus and one year (2014) with a deficit. Our budget for 2017 projects a surplus. The parish has no debt.

## MANAKIN *financial* INFORMATION

### Revenue & Expense | 2017 Budget and 2016-2012 Actual

	Budget 2017	Actual 2016	2015	2014	2013	2012
<b>REVENUES</b>						
Plate Income	18,000	22,688	25,028	22,185	27,547	18,065
Pledge	251,400	250,433	275,428	257,555	249,420	270,409
Total Plate & Pledge	269,400	273,121	300,456	279,740	276,968	288,474
Diocesan Composit Fund	10,800	6,321	6,089	5,885	7,353	5,259
Manakin Foundation	7,000	7,000	7,000	7,250	6,000	6,000
Other Income	9,030	1,407	2,249	4,885	1,877	172
Total Other Income	26,830	14,728	15,338	18,020	15,230	11,431
<b>Total Revenue</b>	<b>296,230</b>	<b>287,849</b>	<b>315,794</b>	<b>297,760</b>	<b>292,197</b>	<b>299,905</b>
<b>EXPENSES</b>						
Total Transition Supply & Interim	38,592	51,992	11,813	0	0	0
Rector, Parish Admin, Choir Dir & Organist, D C Edu	141,527	64,836	173,235	193,732	186,700	187,651
Other Personnel Expenses	15,024	12,797	14,552	16,094	16,882	17,001
Total Personnel Expenses	195,143	129,625	199,600	209,826	203,582	204,652
Utilities	16,760	12,918	15,136	15,012	13,320	12,144
Buildings & Grounds	24,700	24,328	26,977	22,322	23,115	22,468
Church Operations	12,750	12,541	11,897	11,701	10,913	12,037
Diocesan Pledge	28,000	27,500	25,000	24,000	23,000	23,000
Outreach	7,500	5,500	7,973	6,414	7,312	7,961
Church Programs	11,300	5,838	8,133	8,995	7,188	9,705
Total Operating Expenses	101,010	88,625	95,116	88,444	84,848	87,316
<b>Total Expenses</b>	<b>296,153</b>	<b>218,250</b>	<b>294,716</b>	<b>298,270</b>	<b>288,429</b>	<b>291,968</b>
<b>Total Net: Revenue over (under) Expenses</b>	<b>77</b>	<b>69,599</b>	<b>21,078</b>	<b>-510</b>	<b>3,768</b>	<b>7,937</b>

# Participation & Giving | December 31, 2015



Year	Average Attendance	# of Pledges
2004	109	95
2005	126	111
2006	137	109
2007	141	121
2008	138	132
2009	128	121
2010	118	117
2011	114	111
2012	109	108
2013	110	106
2014	106	112
2015	99	97

## Balance Sheet December 31, 2016

ASSETS			
Cash			
	General Fund Cash	90,300	
	Cemetery, Memorial, and Maintenance Reserves	45,647	
	Restricted Funds	85,979	
Total Cash and Cash Equivalents			221,926
Investments			
	Diocesan Composite - General Fund	133,850	
	Diocesan Composite - Cemetery Fund	41,000	
	Diocesan Composite - Memorial Fund	15,784	
	Diocesan Composite - Maintenance Fund	23,530	
	Diocesan Composite - Mason Scholarship Fund	22,628	
	Diocesan Composite - Good Samaritan Fund	165,458	
Total Investments			402,250
Total Assets			624,177
LIABILITIES			
	Payroll Liabilities	-424	
	Long Term Debt	0	
Total Short and Long Term Liabilities			-424
	Unrestricted Excess Cash Received	69,599	
	Unrestricted Retained Earnings	21,125	
	Temporarily Restricted Funds	533,877	
Total Net Equity			624,601
Total Liabilities and Net Equity			624,177



## MANAKIN EPISCOPAL CHURCH FOUNDATION

The Manakin Episcopal Church Foundation, formed on December 17, 1991, is a separate legal entity from Manakin Episcopal Church. It is a not-for-profit charitable non-stock corporation and has received permanent tax exempt status pursuant to IRS section 501(c)(3); accordingly, donations, gifts or bequests to the Foundation will generally be tax deductible to the donor. All financial activities of the Foundation are completely separate and distinct from the financial activities of Manakin Church.

The Foundation is managed by a Board of Trustees, who, to ensure a degree of continuity, serve two year terms, with one third of the trustees elected each year. The Trustees are elected by and serve at the pleasure of the Vestry of Manakin Episcopal Church.

The Foundation currently has assets totaling \$503,000 as of June 30, 2016 and in keeping with its mission of supporting the Christian mission of Manakin Church, provides funding to Manakin Church from its earnings on a quarterly basis.

The mission of the Foundation is to preserve the existence of Manakin Church for future generations and ensure its long-term financial health, specifically:

- To support the Christian mission of Manakin Church;
- Provide funding for long term repair or maintenance projects of such scope that the financial cost may not reasonably be met by the Church in the course of its normal operations;
- Provide an alternative source of funding for major building and or restorations of Church property as well as acquisition of real estate for future growth;
- Manage the investments of the Foundation in accordance with any directions from donors for the benefit of Manakin Church.



## DIOCESE OF SOUTHERN VIRGINIA

The Episcopal Diocese of Southern Virginia includes approximately thirty thousand Episcopalians in 107 congregations between the Dan River and the Eastern Shore. It is a diocese of The Episcopal Church in the United States, a province of the Worldwide Anglican Communion. Today, the diocese stretches more than 300 miles from the Atlantic Ocean westward to Dan River and from the south side of the James River at Richmond to the North Carolina border. The present size and shape of the diocese dates from 1892, when it was carved out of the Diocese of Virginia, and from 1919 when the Diocese of Southwestern Virginia was formed from its western counties. It includes the large metropolitan areas of Tidewater and Greater Richmond with congregations in excess of fifteen hundred members, to vast rural areas with dozens of churches of less than one hundred parishioners.

The diocese was formed in 1892 from the extensive Diocese of Virginia, which dates back four centuries to 1607, when colonists sent from England paused on their way into the Chesapeake Bay for fresh water and a view of their new land. The Reverend Robert Hunt, spiritual advisor to the settlers, planted a cross into a sand dune near Cape Henry, proclaiming England's unique brand of Christianity as the official faith of the new colony. The Church of England (Episcopal Church) would remain the established church of Virginia for the next 172 years.

The Rt. Rev. Herman Hollerith IV is the current Bishop of the Diocese of Southern Virginia, and the Diocesan headquarters is located at 11827 Canon Blvd., Suite 101, Newport News, VA 23606.

Manakin is a member of Convocation VII of the Diocese of Southern Virginia. Manakin has had lay members who have served on the Diocesan Executive Board, and the Chanco Camp and Conference Board.

Chanco on the James is a retreat center for youth and adults as well as one of the longest running summer camp programs in Virginia. It is situated on 125 acres of woods surrounded by natural wildlife along the James River.

Camp Chanco is located in Surry County, Virginia and is a short ferry ride away from historic Jamestown and Colonial Williamsburg. An outdoor ministry of the Episcopal Diocese of Southern Virginia, Chanco is a spiritual place for rest, relaxation and rejuvenation.

Chanco offers Christian hospitality to guests of all ages, races, and denominations and welcomes the opportunity to share God's love as revealed in the beauty of creation.

# OUR *statistical* DATA

## PARISH SURVEY

Manakin conducted a parish survey utilizing the Church Assessment Tool (“CAT”) in February – March of 2014. An invitation to participate and authorization email was sent to 264 persons, of these 125 persons responded representing a response rate of 116% of our average weekly attendance. Below are the “Key Indicators” of that survey:

88%

### Overall Satisfaction

of respondents either clearly agreed, agreed, or somewhat agreed with the statement: On the whole I am satisfied with how things are in our church.

81%

### Overall Energy

of respondents clearly disagreed, disagreed, or somewhat disagreed with the statement: It seems to me that we are just going through the motions of church activity. There isn't much excitement about it among our members.

82%

### Attendance Trend

of respondents said: compared to three years ago, I attend worship the same or more.

93%

### Value of Activity Beyond Worship

of respondents either clearly agreed, agreed, or somewhat agreed with the statement: On the whole, participation in church activities is very meaningful to me.

## Top Three Priorities

Respondents indicated the top three priorities considering the following statement: Where would you like additional energy placed to expand or improve our ministries?

1

Make necessary changes to attract families with children and youth to our church

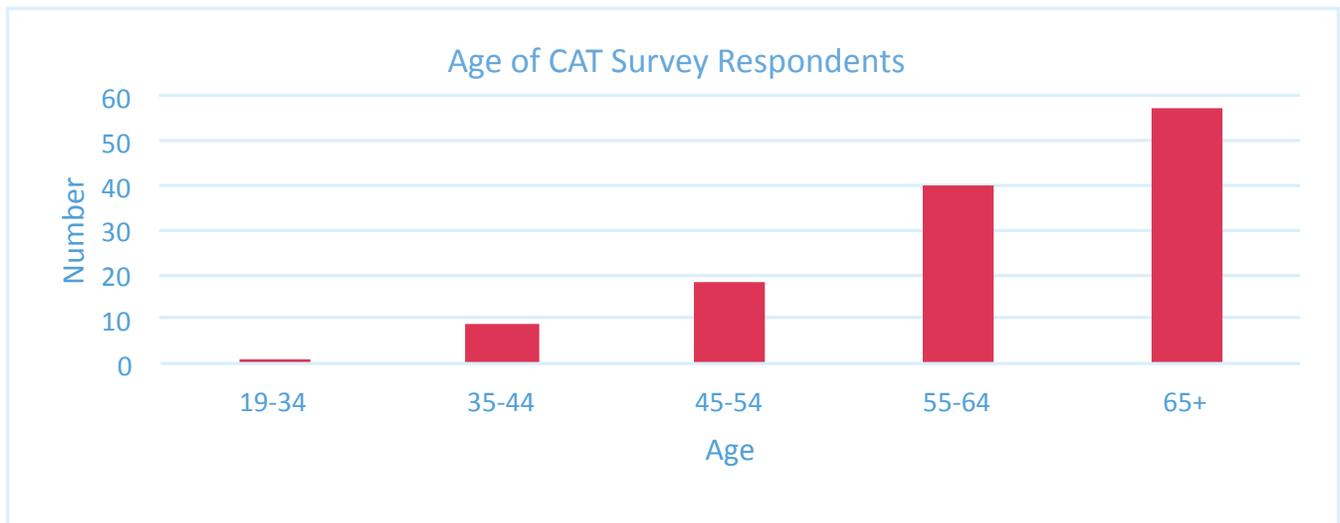
2

Develop and implement a comprehensive strategy to reach new people and incorporate them into the life of the church

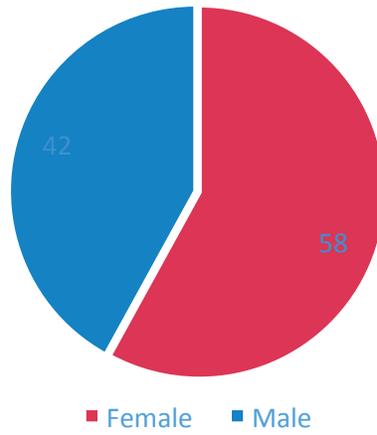
3

Provide more opportunities for Christian education and spiritual formation at every age and stage of life

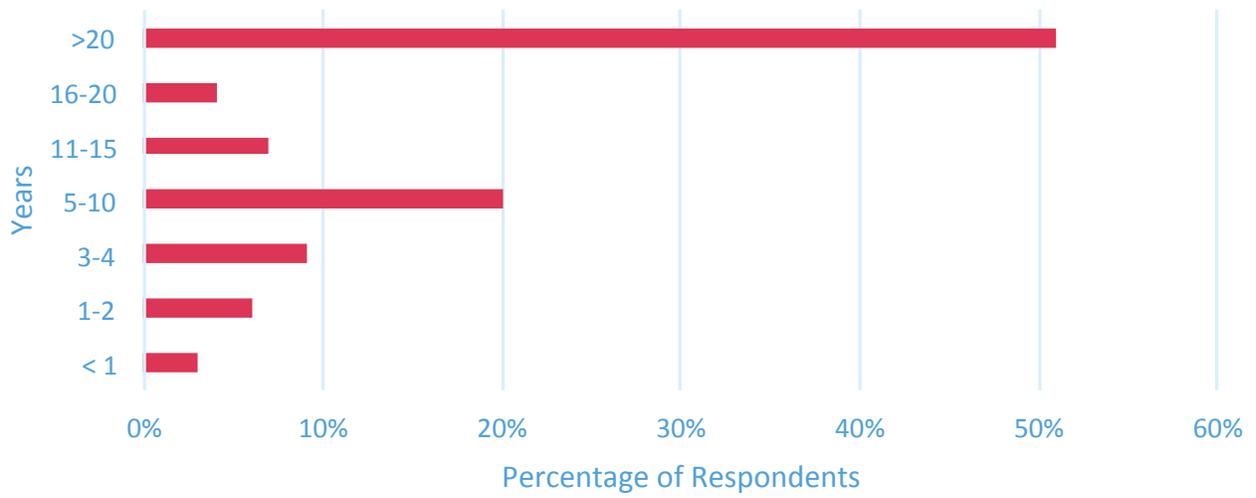
The following graphs present the make-up and characteristics of the participants responding to the CAT Survey:



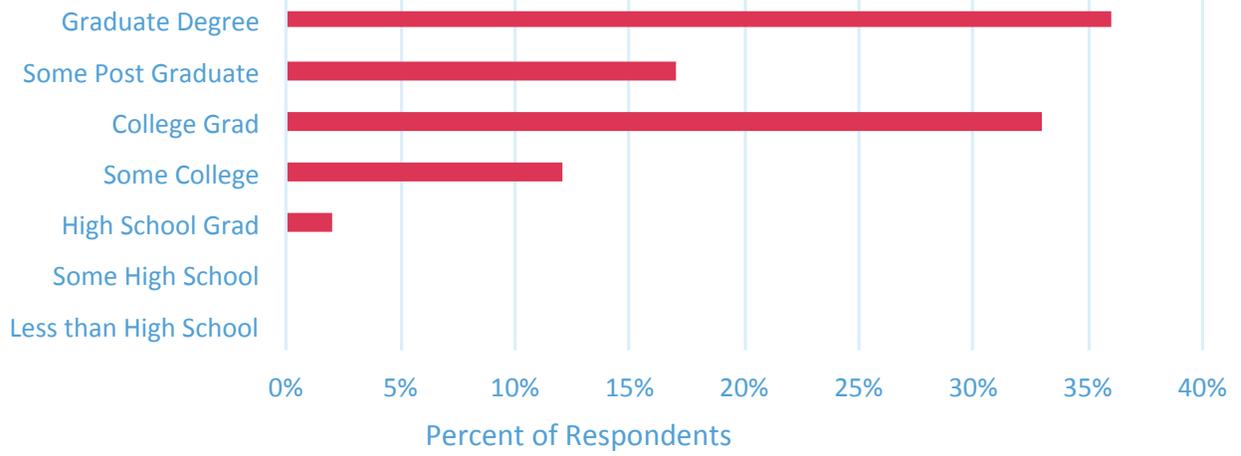
### Gender of CAT Survey Respondents



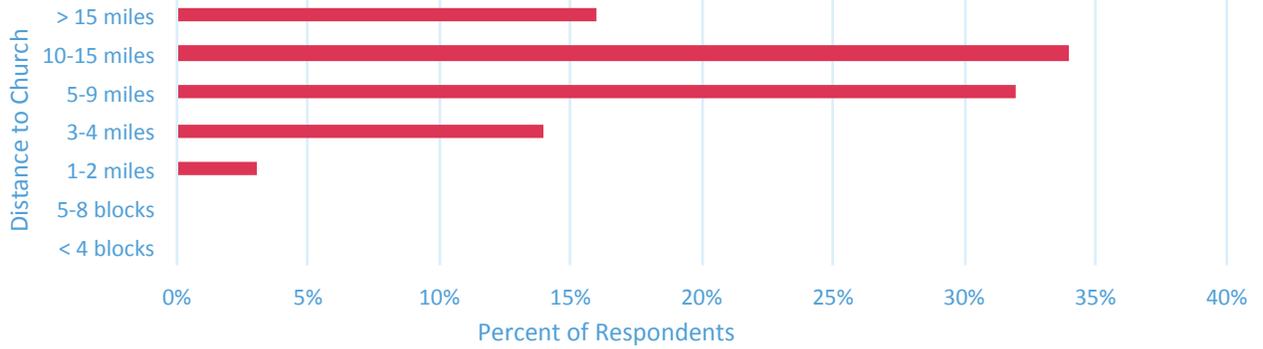
### CAT Survey Respondents Years at Manakin



### CAT Survey Respondents Education



### Distance to Church of CAT Survey Respondents



## Household Income of CAT Survey Respondents



## Giving by CAT Survey Respondents



# COMMUNITY DEMOGRAPHIC INFORMATION & DATA

Manakin Church's location is somewhat unique and quite desirable. The church is situated in Powhatan County, a largely rural community. However, we are so close to the western boundary of Chesterfield County and its Midlothian district that we have a Midlothian mailing address and zip code. Manakin is surrounded by two distinct communities or "neighborhoods". To our west, is the area of Powhatan County identified as "Huguenot / Subletts" community. To our east, is the area of Chesterfield County identified as Midlothian and more specifically the "Winterfield Rd / W Salisbury Rd" neighborhood. Each is described in more detail below:

## Powhatan County, Virginia

Originally settled by French Huguenots in the early 1700s, Powhatan County was created by The Virginia General Assembly in 1777. The County was named in honor of the Indian Chief Powhatan, father of Pocahontas. Located in Virginia's Central Piedmont between the Appomattox and James Rivers, Powhatan is 20 miles west of Richmond, the Commonwealth's capital city, and is within an easy 2-hour drive from the Atlantic Ocean, Washington, D.C., Colonial Williamsburg, and the Blue Ridge Mountains.

Median income for a household in the county | **\$53,992**

Median income for a family | **\$58,142**

Per capita income for the county | **\$24,104**

County square miles | **272 (174,800 acres)**

Estimated population | **28,003 as of 2014**

Population increase | **25% increase from the 2000 population of 22,370)**

Powhatan ranks as one of the fastest growing localities in Virginia.

## Huguenot / Subletts - Powhatan County, Virginia

Huguenot / Subletts is a rural neighborhood (based on population density) located in Powhatan County, Virginia. Huguenot / Subletts median real estate price is \$319,152, its real estate is primarily made up of medium sized (three or four bedroom) to large (four, five or more bedroom) single-family homes and mobile homes. Most of the residential real estate is owner occupied. Many of the residences in the Huguenot / Subletts neighborhood are established but not old, having been built between 1970 and 1999. A number of residences were also built between 2000 and the present.



## Midlothian, Virginia

The Midlothian community is in the northwestern part of Chesterfield County, a few miles west of Richmond. It includes the unincorporated Village of Midlothian that has old and new churches, fine and friendly restaurants, unique shopping, a modern post office, a volunteer fire department, schools, and older homes—all surrounded by the typical new residential development found in many popular suburban communities across the country. Overall, Midlothian is a town of professionals, sales and office workers and managers.

Chesterfield County square miles | **440**

Chesterfield County estimated population | **327,745 in 2013**

Midlothian estimated population | **90,617 in 2013**

Midlothian neighborhoods | **18**

Midlothian workforce | **88% predominantly employed in white-collar jobs (well above the national average)**

Work in education/health | **23%**

Work in management occupations | **15%**

Work in sales jobs | **13%**

Work in office and administrative support | **12%**

Per capita income in 2010 | **\$41,390 (high, relative to Virginia and the nation)**

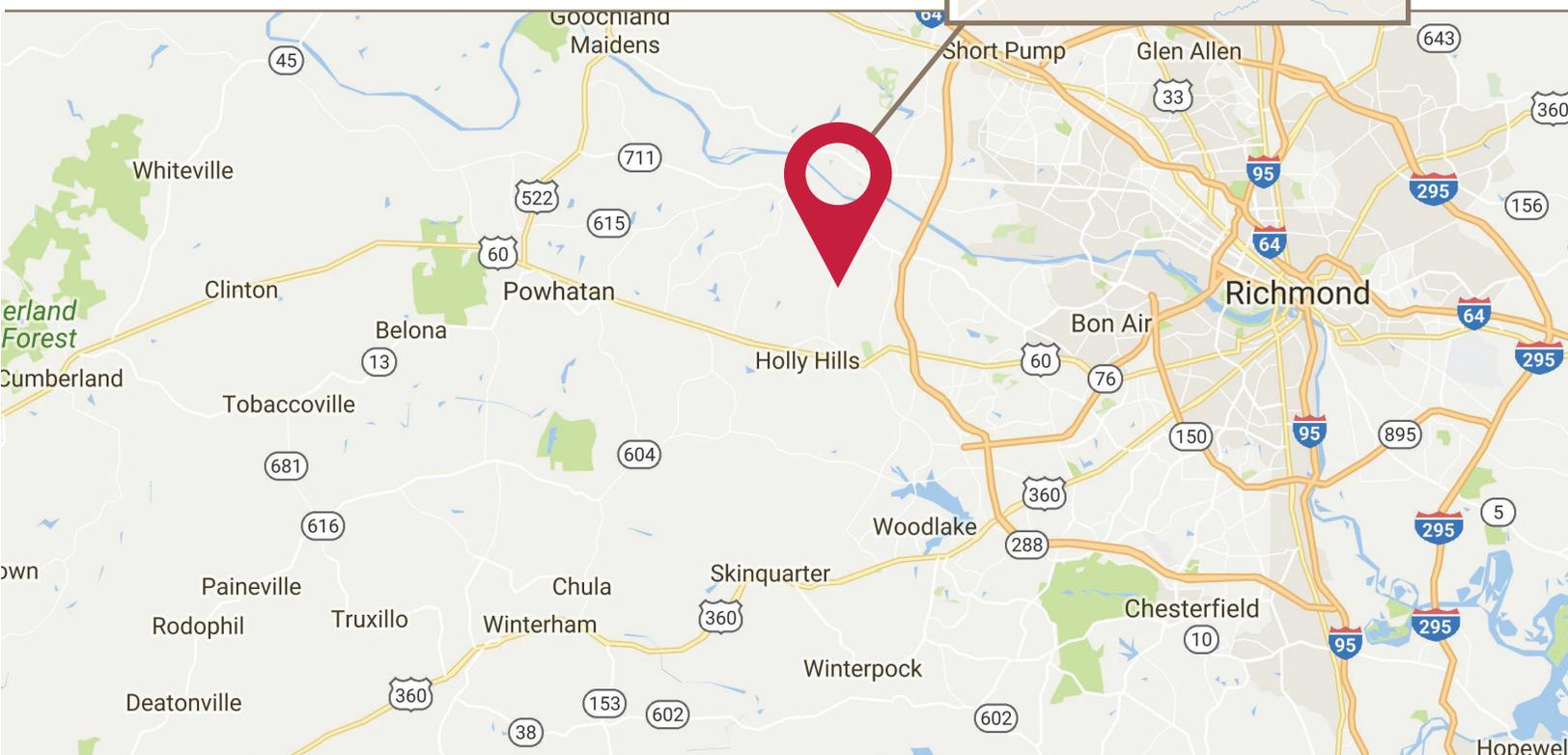
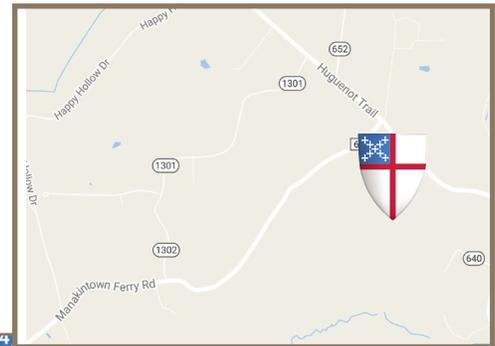
Associate, Bachelors, or Graduate degree | **83%**

## Midlothian, Virginia 23113 - Winterfield Rd. / West Salisbury Rd.

Winterfield Rd / W Salisbury Rd is a suburban neighborhood (based on population density) located in Midlothian, Virginia.

Median real estate price | **\$465,330**

Homes are primarily made up of large (four, five or more bedroom) to medium sized (three or four bedroom) single-family homes and apartment complexes/high-rise apartments. Most of the residential real estate is owner occupied. Many of the residences in the Winterfield Rd / W Salisbury Rd neighborhood are established but not old, having been built between 1970 and 1999. A number of residences were also built between 2000 and the present.





# ACKNOWLEDGEMENTS

We, the members of the Manakin Search Committee, want to acknowledge and thank Cindy Barnes and Tom Ager, our diocesan consultants, for without their counsel and guidance this profile of Manakin Church would not have been possible. Their help was invaluable throughout our search process. A special thank you goes to Martha Steger, for her expert editing and review, as well as Michael and Holly Walker for their support and web recommendations. Lastly, to the Vestry of Manakin Church, thank you, for your confidence and patience throughout the development of this profile, as well as our search for our new Rector.

## The Manakin Search Committee

- Chandler Williams, Chairman
- Chuck Catlett, Vice Chairman
- Jan Akers
- Paul Davis
- Kristen Hebert
- Don Marsh
- Hank Schepker
- Pat Stapleton
- Jim Walsh

## The Vestry of Manakin Church

- Roy McLeod, Senior Warden (2017)
- Holly Walker, Junior Warden (2017)
- Craig Akers (2016)
- Becky Aldred (2019)
- Coleman Brydon (2018)
- Charles Beorn (2019)
- Robert King (2018)
- Gunner Kohlbeck (2018)
- Sharon LaLiberte (2019)
- Tina Schepker (2017)
- Elizabeth Vaughan (2016)
- Drew Wilson (2016)

All interested candidates should email a letter of interest, OTM portfolio and resume to:  
The Rev. Charles Robinson, Canon for Transition, Diocese of Southern Virginia, [crobinson@diosova.org](mailto:crobinson@diosova.org)