



Inside

Grace to You!

Pg. 2-3.....	From the Senior Warden
Pg. 3.....	Pledge Card
Pg. 4.....	Meet Fr. Kenneth Orsburn Jr.
Pg. 5.....	Annual Meeting
Pg. 6.....	Advent Activities
Pg. 7.....	Jingle Jam Blue Christmas Murder Mystery Dinner
Pg. 8.....	Poinsettia Order Form
Pg. 9.....	Holiday Service Schedule
Pg. 10.....	Birthdays
Pg. 11.....	Anniversaries Memorials & Honorariums Prayer List & Requests
Pg. 12.....	Those Who Serve
Pg. 13.....	On the Altar
Pg. 14.....	Dwelling in the Word
Pg. 15.....	New Beginnings Acolyte Festival SUMMA Camp
Pg. 16.....	Why do I go to Church?
Pg. 17.....	Vestry Person of the Month
Pg. 18-19.....	Vestry Minutes
Pg. 20.....	Church Information



Thoughts from your Senior Warden

On STEWARDSHIP

“To bring people together in loving relationship with God and each other in Christ.” This is the current mission statement of Grace Muskogee, adopted by the vestry in 2023. Through the beautiful liturgy of our church services, youth and adult formation classes, and in our shared fellowship, we grow to know the Christ in our midst. But how are we making Christ known beyond the walls of our buildings? How are we showing and sharing the love of Christ in our community? Is there more we can or should be doing?

Obviously a certain amount of funding is needed to support the everyday operations of Grace (i.e. staff salaries, building utilities and insurance, diocesan mutual ministry contribution, and program expenses). The current financial projections for 2025 do not yield much above that dollar amount. As we look towards 2025 and beginning the search for a new priest, please prayerfully consider how you can support your church and the work it has the potential to achieve with God's continued help and guidance.

JINGLE JAM

The word is out! Our Christmas Season Community Outreach Program, “Jingle Jam”, is happening on Sunday, December 8, 2024, at 5:30pm. A Children's Lessons and Carols service in the sanctuary (lead by Grace youth + adult participants) will be followed by Parish Hall activities: hot chocolate & cookie reception, Christmas crafts, gifts for children and adults, “Faithful Innovations” Christmas ornament give-away project, face painting, and pictures with Santa. Your donations of toys, funding for food gift cards and baked cookies (see Pat Wilcox) is vital for the project's success. Please also consider volunteering your time at this event to help welcome our guests. (See Nancy Scott or Pam Lipscomb to volunteer). Jingle Jam registration is available on the Grace website and Facebook page. Please share and re-share the event page!

Regarding our PRIEST SEARCH

The 2024 Parish Profile, along with the Parish Survey Results & Comments can be found on the Grace website (gracemuskogee.org) under the “Priest Search” tab. Please check it out. Special thanks to Alex Wilson and Alison Miller for their diligent work pulling this information together. The Profile will give prospective new priests an excellent description of Grace Muskogee: past, present and future. Once we receive the blessing of the OK Diocesan Office, Grace Muskogee will move from the “Organizing for Search” list to the “Receiving Names” category. The Executive Committee has identified Search Committee members to be accepted at the late November Vestry meeting. This committee will be comprised of new and long-time members at Grace with ages ranging from 30 to 80 years old! Ongoing prayers are requested for the Search Committee's wisdom and discernment.

Eucharist Services - SUPPLY CLERGY @GRACE

- Sunday, December 15, 10:30 am Advent 3 Eucharist Service - Rev. Kenneth Orsburn
- Tuesday, December 24, 9:00pm Christmas Eve Eucharist Service - Rev. Larry Rogers
- Sunday, January 5, 10:30am Eucharist Service - Rev. Kenneth Orsburn
- Sunday, January 19, 10:30am Eucharist Service - Rev. Kenneth Orsburn

NOTE: Looking to 2025, Rev. Kenneth Orsburn will officiate at our Sunday morning 10:30am service twice monthly through May. His schedule at Grace will generally be the first and third Sunday of the month (but not always) and is scheduled around Rev. Orsburn's monthly weekend National Guard Drill. His family plans to spend time with relatives in Canada this

summer. Once those dates are determined, Rev. Orsburn's supply clergy summer dates at Grace will be scheduled, if needed.

CHRISTMAS REFLECTION

from Living Well Through Advent-2024: Practicing Peace with All Your Heart, Soul, Strength & Mind:

*When the song of the angels is stilled,
When the star in the sky is gone,
When the kings and princes are home,
When the shepherds are back with their flock,
The work of Christmas begins:
....To find the lost,
To heal the broken,
To feed the hungry,
To release the prisoner,
To rebuild the nations,
To bring peace among brothers,
To make music in the heart. [Amen.]
— by Howard Thurman*

Wishing you a meaningful Advent, Christmas and Epiphany season. Blessings to us all in 2025.

In Christ's Love,
Katherine Coburn, Senior Warden



2025 Operating Fund Estimate of Giving Campaign

I love the community and the work we do at Grace, and I want to be a part of building the church for the future of our parish and community. I plan to give financially to God's work in this community as follows:

My gift to Grace Episcopal Church Operating Fund for 2025 is expected to total \$ _____.
(I understand that if my circumstances change, my giving may change as well.)

Amount & Frequency: \$ _____ Weekly \$ _____ Monthly
 \$ _____ Quarterly \$ _____ Annually

Name _____

Address _____

Phone _____ Email _____

This is a change of address, email, or phone number.

Meet Fr. Kenneth Orsburn, Jr.



Fr. Kenneth R. Orsburn, Jr. is a native of Hughes County, Oklahoma. He received a bachelor's degree from East Central University, Ada, Oklahoma in 2006, a Masters of Divinity from Wycliffe College at the University of Toronto, Ontario, Canada in 2013, and a Masters of Arts in Defense and Strategic Studies from the Naval War College, Newport Rhode Island in 2024.

During seminary he became a Chaplain Candidate and completed Officer Development School in Newport, Rhode Island in June of 2012 and the Professional Naval Chaplaincy Basic Leadership Course at the Naval Chaplaincy School and Center in Columbia, South Carolina in November 2015. From July 2013 through September of 2015, he was the curate at St. John's Episcopal Church in Tulsa, Oklahoma.

Fr. Orsburn joined the active duty Navy in November 2015 was assigned to the USS Pearl Harbor (LSD 52) in San Diego, California as the ship's chaplain. While assigned to the USS Pearl Harbor he deployed with the USS America Amphibious Ready Group in the 7th Fleet and 5th Fleet areas of responsibility primarily patrolling the Persian Gulf and the Red Sea. He received orders to the United States Naval Academy and reported in June 2018 as 5th Battalion Chaplain and the Liturgical Protestant Chapel Leader. In June of 2021 he reported to 3D Battalion 3D Marines in Kaneohe Bay, Hawaii. While assigned to 3/3 he deployed to Japan with his battalion as part of the unit deployment program. In June of 2023 he reported to Marine Corps Base Hawaii as the Deputy Command Chaplain and the Marine Corps Air Station Kaneohe Command Chaplain. In October of 2024 he transferred to the United States Navy Reserve. He is a Fleet Marine Force Qualified Officer. His personal awards include the Navy Commendation Medal (gold star in lieu of second award), and the Navy Achievement Medal (gold star in lieu of second award).

Currently Fr. Orsburn is a fulltime teacher at Moss Public School in Hughes County. He is married to Soha (Aboukeer) Orsburn. They have three children Anna Kenz (5), Simeon Michael (3), and Matthias Ray (2). In his off time he enjoys golf, fishing, and woodworking. His primary theological interest is the development of Anglican liturgy and Patristics.

Annual



Our annual meeting this year will be **Sunday, January 26th**. It will be held immediately following the 10:30 AM service. We will elect our new vestry members and Jr. Warden at that time. Those committing to vestry service should plan on attending the retreat as well as most vestry meetings (typically the fourth Monday of every month). Volunteering and working on various parish events

during the year is also part of vestry service. The often overlooked aspect of vestry service is setting an example to the congregation and to the community. We bring the light of Christ to other people. Your vestry lights the way.

The vestry retreat will be held at a time and date to be determined, but usually is the first weekend in February. The vestry needs to function as a team and this time is vital for building those important relationships. While the vestry is financially responsible for the operation of the parish, it serves both a business purpose AND as spiritual leaders for the congregation.

Grace Muskogee is moving into a bright future. Please continue to support your vestry leadership in church attendance, event attendance, volunteering, prayer, and financial support.



GRACE EPISCOPAL CHURCH—NOMINEE FOR VESTRY 3 Year Commitment

If you would like to be considered for Vestry, please answer the following questions on a separate sheet of paper. Turn them in along with a photo of yourself to the office by January 15th. If you would like to nominate someone for Vestry, please contact a current Vestry member or the Grace office.

- ⇒ Nominees must be a minimum of 18 years old and a confirmed member in good standing.
- ⇒ If elected you must commit to attend the 2025 Vestry Retreat.
- ⇒ Elections will be held during the Annual Parish Meeting on Sunday, January 26, 2025.

Name: _____

1. In what way is Grace Episcopal Church the Body of Christ for you?
2. How do you think we should grow the Body of Christ in Muskogee? What specific steps should we take?
3. What leadership / spiritual gifts (administration, patience, understanding, wisdom, eloquence, love, service to others, compassion, energy, giving, teaching, exhortation, faith, healing, evangelism, hospitality) do you have to help grow the Body of Christ in Muskogee? (see 1 Peter 4:10, 1 Cor 12:4-5, Romans 12:4-6a)
4. What else should the parish know about you that will help the parish make an informed election?

Advent Activity for Week 2:
Advent Wreath
Wednesday, December
4th, @ 6:30PM

WE WILL MAKE A WREATH WITH A CANDLE TO LIGHT FOR
EACH WEEK OF ADVENT AS WE ANTICIPATE THE COMING OF JESUS
BY BOTH HIS BIRTH AND HIS SECOND COMING.



Advent Activity for Week 3:
Cookie Decorating

Wednesday,
December 11th, @ 6:30PM

We will decorate holiday cookies for meals
on wings (and some to take home)



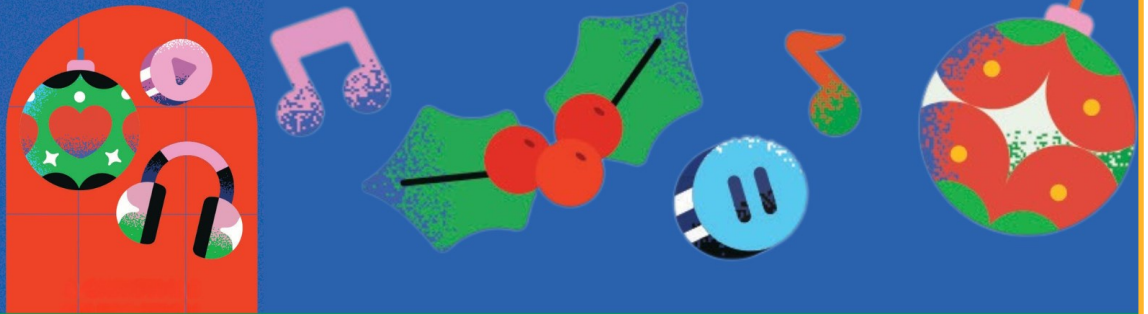
Advent Activity for Week 4:
Family Party & Ornament Exchange!

WEDNESDAY,
DECEMBER 18TH, @ 6:30PM

Join us for pizza, goodies,
and lots of fun and games! Bring a
wrapped Christmas ornament for an
ornament exchange.



JINGLE
JAM



COMMUNITY CHRISTMAS OUTREACH

DECEMBER 8 @ 5:30 PM

Wanna make a difference this holiday season?

How to Help:



BE A DINNER SPONSOR

Feed a family Christmas dinner with a donation of only \$50.



DONATE NEW, UNWRAPPED TOYS

Donations of unwrapped toys - we want to send every child who attends Jingle Jam home with a gift.



Blue CHRISTMAS

JOIN US FOR COMFORT & INSPIRATION THIS SEASON

We will hold a "Blue Christmas" service of healing and quiet reflection at

6:30pm Wednesday, December 18, 2024.

We know that the holidays can be stressful, busy, and sometimes lonely. This special service is for those in need of respite—whether due to divorce, tough economic times, the loss of a loved one, or whatever has them feeling down at the holidays.



Poinsettias for the 2024 Christmas Altar

A suggested minimum donation for each poinsettia is \$20. Please make checks payable to: Grace Episcopal Church with altar guild on the memo line and place it, along with this form, into the offering plate or bring/mail it to the Parish Office.

Name of Donor: _____

In Memory of: _____

In Honor of: _____

All donations must be received in the office no later than **Monday, December 18th**, in order to be listed in the Christmas bulletin.



2024 Holiday Services:

December 1, 2024

Advent 1
Morning Prayer
10:30 AM

December 8, 2024

Advent 2
Morning Prayer
10:30 AM

December 15, 2024

Advent 3
Holy Eucharist
10:30 AM

December 18, 2024

Blue Christmas
(in the Chapel)
6:30 PM

December 22, 2024

Advent 4
Lessons & Carols
10:30 AM

December 24, 2024

Christmas Eve
Holy Eucharist
9:00 PM

Happy Birthday!

12/2 Pam Bower	1/1 Joshua Chapman
12/2 Matt Wilkinson	1/1 Georgie Chapuis
12/3 Tommye Allen	1/6 Bret Smith
12/5 Mary Eddings	1/7 Emily Box
12/5 Diamond Franklin	1/9 Renee Tyrrell
12/6 Elijah Cotten	1/10 Jean Lewis
12/7 Peggy Jones	1/13 Cole Chapman
12/7 Eden Stratton	1/15 Crystal Swarer
12/9 Bob Wickizer	1/18 Marlena Clark
12/12 Rebecca Wickizer	1/23 Tommy Doss
12/14 Lake V Moore	1/27 Ron White
12/14 Gregory Sinclair	1/28 Jacqueline Champlin
12/16 Andrew Jardine	1/28 Jennifer Sparks
12/20 Shannon Brooks	1/31 Josh Clinton
12/22 Ron Rogers	
12/28 Edie Martin	
12/28 Matthew Sargent	
12/30 Neil Acker	
12/30 Alex Coburn	



HAPPY
Anniversary

12/13 Betty & Tom Honea

In Memory of... **John Charbonneau**

Jeanne Scott

Given by:
Joel Cousins
Tim Holder

Given by:
Joel Cousins
Mike Stratton
Jean Lewis

Virginia Lipotich

Given by:
Deanna Bates



In Honor of...

Lance Scott

Given by:
Joel Cousins



Johnson family, Ronnie, Mike, John, Rose, Adriana, Fred, Stuart, Nancy, Thomas, Catheryne, Jennifer, Paula, Cathey, Jason, Wesley, Geneva, Glen, Jackie, Ched, Frankie, Taylor, Deborah, Di Noia family, Teresa, Phillip, Roger, Patricia, Leslie, Anna, Pam, Jonathan, D.G., Lester, Mark, those impacted by war and violence, all emergency responders, United States Military, and those whose suffering is known only to God

Prayer Requests

We will keep names on the prayer for three months; if names need to be left on indefinitely, please let us know when you make the request. If you have any questions or wish to submit a request, please send an email to: office@gracemuskogee.org.

If you have family news, or if we have missed your anniversary or birthday, please let us know. Information can be submitted by calling the Grace office at 687-5416 or by emailing office@GraceMuskogee.org. Submissions for the next newsletter should be received in the office no later than January 15th.

THOSE WHO SERVE DECEMBER 2024 & JANUARY 2025

10:30 A.M.	12/1	12/8	12/15	12/22*	12/24 (9:00 P.M.)	12/29
Officiant / Celebrant	Rick Ewing	Stephen Bradley	The Rev. Kenneth Orsburn	Van Odom	The Rev. Larry Rogers	Pat Wilcox
1st Reader /Chalice	Pat Wilcox	Brita Cantrell	Jean Lewis	Stephen Bradley	Tim Holder	Stephen Bradley
2nd Reader /Chalice	Chris Ewing	Connie Haugland	Tyler Martin	Katherine Coburn	Kaia Holder	Lance Scott
Head Usher /Greeter	Thomas Bentley	Stephen Bradley	Alex Wilson	Joel Cousins	David Wilcox	Tyler Martin
Altar Guild	Marlene Odom & Cathey Bentley	Cathey Bentley	Katherine Coburn & Cathey Bentley	Melody Freie	Marlene Odom & Cathey Bentley	Pat Wilcox
Media	Alex Wilson	Tim Holder	Nancy Scott	Alex Wilson	Nancy Scott	Tim Holder
1st Cross	Van Odom	Pat Wilcox	Danielle Jardin	Terra Tomblinson	Pat Wilcox	Danielle Jardin
Torch	--	--	Nora Pevehouse	--	Nora Pevehouse	--
Torch / Plates	Lucy Cox	Killian Stratton	Skye Jardin	Nora Pevehouse	Skye Jardin	Skye Jardin
2nd Cross	Coco Cox	Terra Tomblinson	Andrew Jardin	Killian Stratton	Killian Stratton	Andrew Jardin

***Lessons & Carols - Readers: 1. Stephen Bradley; 2. BJ Charbonneau; 3. Lance Scott; 4. Thomas Bentley; 5. Katherine Coburn; 6. Van Odom; 7. Killian Stratton; 8. Tyler Martin; 9. David Wilcox**

10:30 A.M.	1/5	1/12	1/19	1/26
Officiant / Celebrant	The Rev. Kenneth Orsburn	Lance Scott	The Rev. Kenneth Orsburn	Brita Cantrell
1st Reader /Chalice	Jean Lewis	Van Odom	Stephen Bradley	Rick Ewing
2nd Reader /Chalice	Stephen Bradley	Tyler Martin	David Wilcox	Chris Ewing
Head Usher /Greeter	Stephen Bradley	Thomas Bentley	Alex Wilson	Van Odom
Altar Guild	Marlene Odom & Cathey Bentley	Melody Freie	Pat Wilcox & Cathey Bentley	Katherine Coburn & Cathey Bentley
Media	Alex Wilson	Tim Holder	Nancy Scott	Alex Wilson
1st Cross	Pat Wilcox	Danielle Jardin	Van Odom	Danielle Jardin
Torch	Coco Cox	--	--	--
Torch/ Plates	Lucy Cox	Skye Jardin	Nora Pevehouse	Skye Jardin
2nd Cross	Killian Stratton	Andrew Jardin	Killian Stratton	Andrew Jardin

If you are unable to serve on your assigned dates, please find a replacement & notify the parish office at 918-687-5416 by Wednesday before your scheduled day to serve. If an acolyte cannot serve when scheduled, please contact Pat Wilcox.

On the Altar: December & January



Flowers



Bread & Wine

Dec 1:	In memory of Bill & Betty Weaver by Mike Stratton	In honor of our children's birthdays by Lora & Jerry Sellers
Dec 8:	In loving memory of Jane & John A. Haworth by John W. Haworth	In honor of Richard Grant Bentley & Family by Barbara Haworth
Dec 15:	With love for our Aunts, Uncles & Cousins by Patricia & Stephen Bradley	In honor of our anniversary by Tom Honea
Dec 22:	CHRISTMAS POINSETTIAS	In loving memory of David Gaillard & Andy Gaillard by Melody & John Freie
Dec 29:	CHRISTMAS POINSETTIAS	In honor of Connie Haugland & in memory of Dick Haugland's Birthday by Marlene & Van Odom
Jan 5:	In memory of Red Palmer's Birthday by B.J. Charbonneau	In memory of Morton Woods, Jr. by Stuart Woods
Jan 12:	In loving memory of Dr. William & Betty Weaver, & Bill Weaver, Jr. by Marian & John Della' Magiora and Peter & Terry Weaver	In memory of the wedding anniversary of David & Frances Holder by Kaia & Tim Holder
Jan 19:	In loving memory of the wedding anniversary of Frances & David Holder by Kaia & Tim Holder	In honor of grandson Harrison Brooks by Betty & Tom Honea
Jan 26:	In loving memory of George & Audre Lynde by Cornellia Haugland	In memory of Red Palmer's birthday by B.J. Charbonneau



Advent

Dwelling on the Word

As we approach the first Sunday in Advent, we invite you to intentionally practice Dwelling in the Word. Dwelling in the Word is an ancient practice that helps us to increase our listening to God as we approach our communities and neighborhoods from a posture of curiosity. A comprehensive guide can be provided upon request.

This year's Advent passage is from
Philippians 4:4-7.

Rejoice in the Lord always; again I will say, Rejoice. Let your gentleness be known to everyone. The Lord is near. Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus.

YOUTH EDITION

Advent

Dwelling on the Word

Join with youth across the Diocese of Oklahoma on Monday evenings at 8PM on Zoom to dwell with scripture together.

We will use the diocesan dwelling passage
Philippians 4:4-7.

To Register, visit:

https://us06web.zoom.us/join/register/tZckcOqrrjlvG9BHH3iGvax3DAJF0FHHZvgQ?fbclid=IwZXh0bgNhZW0CMTAAAR1ORB79JrldBMhpR9uY_9q2ziWH4w9DLwTaBDXZskC1MFcw4uWCcCcX9AI_aem_bFTgtXgQlrDbeC5kC3z0mQ#/registration



New Beginnings Junior High Retreat

Who: All Junior High Youth (Participants)
& All Senior High Youth (Staff)

When: February 14-16

Where: St. Crispin's Conference Center

See Nancy Scott for registration information!



Please join us February 22-23 for the Inaugural Diocesan Chorister & Acolyte Festival! The festival is open to all youth ages 9 - 18. All experience levels are welcome. This two-day festival will include workshops and training for choristers and acolytes as well as fun activities for all. We will sing and acolyte for a morning Eucharist and Choral Evensong at St. Paul's Cathedral. For more information, please contact Joseph Ripka at jripka@stpaulsokc.org. We hope you will join us!

The SUMMA Theological Debate Summer Camp brings together high school students from across the country to one of the largest and most beautiful college campuses anywhere – the University of the South in Sewanee, Tennessee. Students who apply by December 15, 2024, will get a \$150 discount on the total cost of tuition (after initial deposit). Tuition scholarships are available. Find out more at <https://new.sewanee.edu/summa/>.



Why do I still go to church? It's a good question.

By Amy Julia Becker
(As printed by **Religion News Service**)

Every fall, our family returns to church. We don't intentionally walk away during the summer months, but between vacations and camp drop-offs and lazy mornings and opportunities to see family and friends, we tend to tie our church attendance to the school calendar.

Come September, we have to remind ourselves why it's worth it to nudge our teenagers out of bed on a day when they could sleep in. Why get dressed and head out the door to listen to a choir and hear some prayers and sit through a sermon when we could be hiking in the woods?

Christianity rests upon God coming to us in the person of Jesus, to let us know that we are loved and cared for and healed and saved and invited to participate in all the goodness and beauty and grace and joy and love and peace of who God is. Forever. In and through the life and death and resurrection of Jesus.

Theoretically, that connection to Jesus could happen in the comfort of my own home or with access to a sermon podcast or a livestreamed service. Except Jesus said we find him where two or three of us are gathered together (Mt. 18:20). He said he is present in and among the people I am least likely to encounter in my everyday life (Mt. 25:34-36), and I often encounter those people at church.

At church, I am both taught about Jesus and given an opportunity to live as he lived: to slow down and listen to people who are oppressed; to upend social structures; to reject power and position; to move toward the ones in need without judgment; even, sometimes, to love my enemies.

The intergenerational community and spirituality I find at church is intimately connected to an encounter with Jesus himself. I encounter Jesus in the woman with an intellectual disability who is reading Ezekiel and teaches me about glory. I glimpse the risen Christ in the couple who have been fighting lately and who take the bread and the wine with shoulders slumped in grief. I remember the one who rules this upside-down kingdom of God when a child interrupts the sermon from the back pew and when an elderly widow has a panic attack and needs us to gather around her to pray. The Apostle Paul wrote that Christians are the Body of Christ (1 Cor. 12:27), in which each individual member plays a crucial and connected part. We encounter Jesus more fully when we gather together.

It is well-documented that thousands upon thousands of Americans are leaving church. I suspect the reason has to do with some combination of busyness and disbelief and hypocrisy and politics. But I also wonder whether those of us who are entrusted with the life of Jesus have forgotten or neglected to carry him with us when we walk out the doors of the sanctuary. Alan Kreider writes about what he calls the "Patient Ferment of the Early Church." He explains that the early Christians didn't try to tell people about their beliefs. But they did live those beliefs through hospitality, generosity, miraculous healings and sacrificial love. Those early Christians went to church because of Jesus. And then they lived out the life of Jesus in and among their neighbors. Their patient love changed the world.

At the end of the day, I go to church because it is only there that I publicly remember, reenact and celebrate the life and death and resurrection of Jesus, the one who showed us what it is like for God to be alive. For God to be one of us. Every Sunday morning, I am invited yet again into the life that is really life. And then I am sent back out in love as one small but significant member of the Body of Christ.

(Amy Julia Becker is the author of four books including her most recent, "To Be Made Well: An Invitation to Wholeness, Healing, and Hope." She hosts the "Love Is Stronger than Fear" podcast. The views expressed in this commentary do not necessarily reflect those of Religion News Service.)



DECEMBER
VESTRY PERSON OF
THE MONTH:

**Katherine
Coburn**

JANUARY
VESTRY PERSON OF
THE MONTH:

**B.J.
Charbonneau**



End of 2024 Contribution Year

In order for giving to be credited to the 2024 tax year, contributions must be received in the office no later than:

SUNDAY, DECEMBER 29TH.

Any cash or check contributions received after this will be posted to 2025 as this is the last deposit date for 2024.

Contributions made online through Tuesday, December 31st, will also be counted towards 2024.

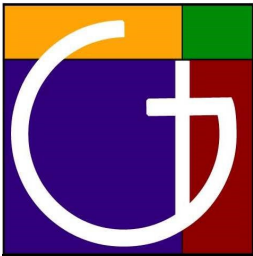
Vestry Meeting Minutes from Monday, September 23, 2024 5:30PM

- **In-Person Attendance:** Katherine Coburn, BJ Charbonneau, David Wilcox, Stephen Bradley, Pam Lipscomb, Joshua Chapman; Absent: Van Odom, Lance Scott, Sharon Moore, Lora Sellers, Alison Miller
- **The meeting was called** to order at 5:40 p.m. with a devotional and worship music by Senior Warden Katherine Coburn.
- **Reading & Approval** of August 26, 2024, minutes. Motion to accept, Joshua Chapman, Second B.J. Charbonneau, motion carried.
- **Reports of Wardens & Committees**
 - A. **Rector's Reports** – N/A
 - B. **Wardens' Reports**
 - 1. **Senior Warden** (Katherine Coburn)
 - a. Follow-Up Unfinished Business: Parking Lot Update- Richey's Mufflers Brakes & More. The parking sign disappeared but since then, there have been very few cars parked in our lot. If parking becomes a problem again, we should take photos and cite for trespassing.; Church Management Software/ Realms (Van & Nancy to review best option). In progress.; Cloud location for vestry documents – Alex Wilson account vs. new software program.;
 - Purchasing Policy – Sharon Moore will follow up.; Alex Wilson social media work/website updates/FB schedule/service link; Belltower update: We are waiting on bids; Margaret's Garden – we are working on grants.
 - b. Fountain/Irrigation –Leak has not been evaluated. There was discussion about repurposing the fountain
 - c. Diocesan Convention – Delegates x3, Joshua Chapman, Katherine Coburn, and Pam Lipscomb have been registered as delegates, Phi Lipscomb is an alternate.
 - d. Update list of membership (254 members in good standing). Following a prescribed procedure the membership list is being updated.
 - e. FLSA (Fair Labor Standards Act) – New minimum earnings limit does not apply to churches.
 - 2. **Junior Warden** (BJ Charbonneau)
 - a. Saturday Sextons – canceled for this month, will reschedule for October
 - b. Air conditioner repair/maintenance- recent problems have been fixed.
 - c. Scouts' sailboat status: No update yet
 - d. Parish directory – gathering/updating contact information, B.J. is working on getting updates.
 - e. exterior dusk-to-dawn lights – getting bids.
 - f. cameras – Feed to cameras needs to be fixed. New Blink cameras will be installed.
 - g. Scout activities - Popcorn sales in progress.
 - h. facilities use agreement forms – for groups using Grace facilities, we will use Diocesan form.
 - i. Maintenance of landscape beds Katherine Coburn requests assistance with regular and routine bed maintenance
 - j. list of persons given keys for Grace is being compiled.
 - C. **Insurance Committee** (Stephen Bradley) – no change.
 - D. **Finance** the Treasurer's Report and Regular Financial Report was reviewed. We are at approximately the same level as last year at this time. Motion to accept Treasurer's report by BJ Charbonneau, seconded by Joshua Chapman, motion carried.
 - E. **Building & Grounds Committee** (BJ Charbonneau & David Wilcox)
 - 1. Saturday Sextons – see Junior Warden report
 - 2. Electronic Sign Update – the sign is working.
 - 3. AED/first aid kits – David Wilcox to provide in-service of operating instructions & location, date will be announced.
 - F. **Christian Formation** (Pam Lipscomb)
 - 1. Safeguarding God's Children – two people have completed the program, two are pending.
 - 2. EfM is meeting on Sunday afternoon
 - 3. Book Study continues Wednesday night
 - G. **Outreach Committee** (Stephen Bradley) the next newsletter will have information about pledging as well as a pledge card.
 - H. **Nominating Committee** (Katherine Coburn)
 - 1. Potential new vestry members for nomination at 2025 annual meeting (Alison took BJ's place, BJ took Audrey's 2nd year)
 - 2. Per bylaws, can serve 2 consecutive vestry terms
 - I. **Evangelism / Worship Committee**
 - 1. Schedule for Sunday morning worship: Sept 29–Rev. Elizabeth Davis; Oct 6–Deacon Tom Harrington; Oct. 13–Rev Kenneth Orsburn; Oct. 20–Brita Cantrell; Oct 27–Rev. Elizabeth Davis; Nov 3–Rev Kenneth Osburn; Nov 10–Van Odom/Pam Lipscomb; Nov 17–Rev Kenneth Orsburn; Nov 24–Rick Ewing; Dec 1–Rev. Kenneth Orsburn; Dec 8–Joel Cousins; Dec 15 –Rev. Kenneth Orsburn; Dec 22–Pat Wilcox; Dec 29–Open; Jan 5–Rev Kenneth Orsburn
 - 2. Worship committee meeting: August 29 5:00 p.m. (Malcolm McGuire, Lora Sellers, Nancy Scott, Pam Lipscomb, Katherine Coburn, BJ Charbonneau).
 - 3. Scheduled activities: Oct 4-5 Rummage Sale; Oct 9—Pumpkins, Pizza, and Prayer (Compline) All Church activity; Oct 26—Boonanza; Oct 27—Game night. All Church activity; Nov 20—Advent Calendars. All Church activity; Nov 24—Thanksgiving Potluck for coffee hour; Dec 4—Advent Wreaths. All Church activity; Dec 8—Jingle Jam at 5:30 pm; Dec 11—Cookie decorating. All Church activity; Dec 18—Blue Christmas Service in Chapel. Sweets exchange in Parish Hall; Dec 24—Evening service conducted by Fr. Larry Rogers. Pre-service music at 8:30 and Rite II at 9:00 pm
 - 4. Usher in-service: Lora, date pending
 - 5. Evaluation / review of music program/staff pending, will use Personnel and HR Committees
 - 6. Jingle Jam is scheduled for December 8th at 5:30. Committee will meet October 6th after church
 - 7. We will be training additional persons to help with service streaming technology
 - J. **Personnel/Compensation Review Committee** (Katherine Coburn) – we need 3-4 people to be on the committee and need to request an Employee Handbook for other Episcopal churches in Oklahoma of comparable size.
- **New Business:**
 - A. **Vestry Person of the Month**—October 2024: Lora Sellers; November 2024: Stephen Bradley; December 2024: Katherine Coburn; January 2025: B.J. Charbonneau
 - B. **Announcements:** next regular meeting is scheduled for October 28, 2024, at 5:30 pm.
 - C. **Anything else** – We have received a notice from Muskogee Fire Department that they will be conducting life safety inspections of all churches within the City of Muskogee. David Wilcox will evaluate our current conditions.
 - D. **The Parish Profile Survey** results were discussed. Alex Wilson is working on graphs to illustrate the results.
- **Closing Prayer/Adjourn** The meeting was closed with Worship Music by Katherine Coburn and adjourned at 6:55 pm.

Submitted by Pam Lipscomb, temporary Clerk of the Vestry

Vestry Meeting Minutes from Monday, October 28, 2024 5:30PM

- **In-Person Attendance:** Katherine Coburn, Van Odom, Lora Sellers, BJ Charbonneau, David Wilcox, Stephen Bradley, Joshua Chapman, Pam Lipscomb, Pam Lipscomb, Alison Miller. Absent: Lance Scott, Sharon Moore.
- **The meeting was called** to order at 5:29 p.m. with a devotional by Senior Warden Katherine Coburn.
- **Reading & Approval** of SEPTEMBER 26, 2024 minutes. Motion to accept Joshua Chapman, Second Van Odom, motion carried by acclamation.
- **Reports of Wardens & Committees**
 - A. **Rector's Reports** – N/A
 - B. **Wardens' Reports**
 - 1. **Senior Warden** (Katherine) – Unfinished business: Church Management software / Realms New system in place by 1-1-25.; Cloud location for vestry documents – in progress with Alex Wilson, webmaster; social media/website updates – FB schedule, etc managed by Alex Wilson; Purchasing policy for non-budgeted items over \$500-Kathy & Van will work on for November meeting.; Belltower update – Sam Stratton (Engineer) & Cook Construction looked, J. Cook is knowledgeable on older buildings, he wants to go up into the Belltower and has proper equipment to do it to get a better idea of what is needed. Water drainage issue (guttering) does not direct water away from the foundation. The engineer assured the Belltower issue right now is cosmetic, not structural. We need some guttering reviews. We did have a \$57,000 estimate to do point tucking for masonry.; Margaret's Garden – waiting on bid for water access, Very Close to grant submission. Che Seibold's wife could potentially assist with our grant writing.; fountain leak update – James Smith (repair) still pending information.; update of church membership list (members/adults/communicants in good standing). Pending Van & Nancy to complete. We have the diocesan categories for membership.; exterior dusk-to-dawn upgrade to LED pending, parishioner offering to cover this cost at \$15/bulb, total \$225 estimated.; fire department compliance visit – they have not called us yet, we will call to see what we need to do to get up to standards (exit lights working, etc.); HR/Personnel & Compensation Review Committee: need to form this committee in absence of a priest (Lora Sellers, Van Odom (ad hoc), Kathy Coburn, Alison Miller); Pastoral Care Committee: need to form this committee – includes Lay Eucharistic Visitors, birthday/anniversary ministry, shut-in/illness/etc; Kathy, Van & BJ are doing this work. Nancy Scott will be appointed to this team.
 - 2. **Junior Warden** (BJ Charbonneau)
 - a. Saturday Sextons – keep ongoing list of all needed repairs, work on about 3 tasks/month. October was BJ, Tom Harrington & Katherine Coburn to clean out courtyard drains, mulch was put out in a chapel bed and trash on campus was picked up. The disposal is out in the kitchen and will be repaired. We have a gutter coming loose by kitchen entry and Tedder will be out tomorrow to reattach the gutter.
 - b. Parish Directory updates are coming in.
 - c. cameras – fix existing, install new Blink (John Edwards, Tyler Martin, David Wilcox).
 - d. Boy Scouts – current programs ongoing, popcorn sales, Scout Finance report will be provided next month.
 - e. Facilities Use notebook – update ongoing, Kathy is providing BJ a notebook.
 - f. list of persons with church keys – update ongoing, BJ has retrieved some keys.
 - C. **Finance** (Van Odom): Treasurer's Report & Regular Financial Reports: Pledge income is \$19722 over budget, we are still behind in some things but we're doing ok. We are on track with our anticipated \$30,019 year to date. Stifel account has accrued some interest (\$283 in September) for an ending balance of \$65,473. The Common Investment Fund had a balance of \$633,320.65 at the end of August, which is a \$20,000 gain since the end of July. The budget shortfall is greatly improved from last month. Two largest expenses are repairs and maintenance (HVAC, etc.). Out utilities are \$5,000 higher than last year. Van thinks we need to replace the thermostats. Van has asked David Wilcox to help with changing the thermostats and he agreed to see if that will affect the utility costs. We should all be responsible for checking the thermostats when we come and go from the buildings. We will need 9-10 thermostats minimum. Financial projections for next year and per Canon Buchanan we could afford a ¾ time priest. Diocese puts 5% of endowment into their operating funds, which would get us to a 3/4 time priest. The diocese voted to lower the contribution from 15% to 14.75%. Motion to accept Treasurer's report as presented BJ Charbonneau, Second, Joshua Chapman, motion carried.
 - D. **Insurance Committee** (Stephen Bradley): 2025 insurance policy – he asked Bancfirst for a quote and is pending a response.
 - E. **Building & Grounds Committee** (BJ Charbonneau & David Wilcox)
 - 1. Saturday Sextons – add interior lighting for stained glass windows to list
 - 2. Electronic Sign- repair complete-Lance is trying to get in touch with someone to help fix it.
 - 3. AED Training – date, time, location for David Wilcox to inservice, he will schedule it for November 10 and he will advertise the training as well as fire extinguisher locations.
 - F. **Christian Formation** (Pam Lipscomb)
 - 1. Safeguarding God's Children – everyone is up to date.
 - 2. Sunday School, Godly Play will have a lesson while Patrick is out of town the next couple of weeks,
 - 3. Book Club through end of November & December off and restart in January, Efm recruiting starts in January, Lance will graduate from the program this year. The diocese offers many programs (such as high school programs) and we should let parents know about those opportunities.
 - G. **Outreach Committee** (Stephen Bradley)
 - 1. Stewardship pledge program for 2025 – handout/brochure discussion. The letter and piechart is made, he would like to get a letter out this week. We should remember it is not Nancy's job to stuff and mail envelopes (she can print the letters, but volunteers will need to fold/stuff/post). Donations not used for operating fund is not "taxed" by the diocese toward the church's diocesan 14.75% contribution. The letter should include the letter, pie chart and ministry list. Pledge cards are wanted by end of December if possible.
 - H. **Nominating Committee** (Katherine Coburn)
 - 1. candidates for Jr. Warden: BJ Nominated for 2025-26 term, currently filling remainder of A. Stone term.
 - 2. Three vestry members for class of 2028. Van & Pam can serve 2nd consecutive term if agreed.
 - 3. Need to fill BJ's class of 2027 term Alison is filling thru January 2025 and has agreed to be nominated.
 - 4. Possible search committee members (Pam will be search committee): Brita Cantrell, DI Wilkinson (both have volunteered) and we need a couple more. Tyler Martin has been asked and he seems willing. Danielle may also willing if they were asked by the search committee.
 - 5. The parish profile is in progress, Alex Wilson gave a copy to Brita Cantrell to proofread. It will be about 30 pages and will be posted online. It needs to go out soon.
 - I. **Evangelism / Worship Committee** (Lora Sellers): Supply Priests: We pay \$160 plus mileage for a supply priest (roughly \$250 a week). We have commitments through December 24, we need someone for Dec 29. Larry Rogers is doing our Christmas Eve evening service.; 11/3/2024 All Saints Rev. Kenneth Orsburn; 11/10/2024 25th Sunday after Pentecost Van Odom/Pam Lipscomb; 11/17/2024 26th Sunday after Pentecost Rev. Kenneth Orsburn; 11/24/2024 Christ the King (last Sunday after Pentecost) Rick Ewing; 12/1/2024 Advent 1 Joel Cousins; 12/8/2024 Advent 2 Rev. Kenneth Orsburn; 12/15/2024 Advent 3 Rev. Kenneth Orsburn; 12/22/2024 Advent 4 Van Odom; 12/29/2024 1st Sunday after Christmas Pat Wilcox; 1/5/2025 2nd Sunday after Christmas Rev. Kenneth Orsburn
 - J. **Personnel/Compensation Review Committee** (Katherine Coburn) – see HR under Senior Warden report above.
- **New Business**
 - A. **Vestry Person of the Month**—November 2024: Stephen Bradley; December 2024: Katherine Coburn; January 2025: BJ Charbonneau
 - B. **Jingle Jam** needs to have an organizational meeting to get back on track.
 - C. **Announcements:** Next vestry meeting 11-25-24; Annual meeting 1-26-25
 - D. **Anything else** – Pat Wilcox said a Meals on Wings person asked for help rebuilding their wheelchair ramp (rebuilt, not repaired) at their residence around G & Independence.
- **Closing Prayer/Adjourn**



Grace Episcopal Church
218 North 6th Street
Muskogee, OK 74401

Non Profit Org.
U. S. Postage
PAID
Permit No. 35
Muskogee, Ok

GRACE TO YOU

PUBLISHED BI-MONTHLY

DECEMBER 2024 / JANUARY 2025

RETURN SERVICE REQUESTED



Loving God, Embracing All

Ministers: All the People of God (BCP p. 855)

Presiding Bishop: The Most Rev. Michael B. Curry

Bishop: The Rt. Rev. Poulson Reed

Deacon Emeritus: The Rev. Thomas A. Harrington

Sr. Warden: Katherine Coburn

Jr. Warden: B.J. Charbonneau

Vestry: Stephen Bradley, Joshua Chapman, Pam Lipscomb,
Alison Miller, Sharon Moore, Van Odom, Lance Scott,
Lora Sellers, David Wilcox

Clerk of the Vestry: Lora Sellers

Organist/Choir Director: Malcolm McGuire

Treasurer/Financial Chair: Van Odom

Parish Admin/Youth & Children's Director: Nancy Scott

Phone: 918-687-5416

Website: www.GraceMuskogee.org

Email: office@GraceMuskogee.org

Social Media: [Facebook.com/GraceMuskogee](https://www.facebook.com/GraceMuskogee)

YouTube Channel: Grace Muskogee



Please visit our website:

gracemuskogee.org/giving

and click on the donate
button to register and begin
giving online today.

