



# St. Dunstan's Episcopal Church

Atlanta, Georgia

THE TWENTY-FIRST SUNDAY AFTER PENTECOST

OCTOBER 30, 2022

## The Holy Eucharist

Streaming on Facebook Live at 10:45 A.M.

### Prelude

Sonata No.14, Op.27 No.2 "Moonlight" I: Adagio Sostenuto

Ludwig van Beethoven (1770-1827)

1 Judge e - ter - nal, throned in splen - dor, Lord of lords and  
 2 Still the wea - ry folk are pin - ing for the hour that  
 3 Crown, O God, thine own en - deav - or; cleave our dark - ness

King of kings, with thy liv - ing fire of judg - ment  
 brings re - lease, and the ci - ty's crowd - ed clang - or  
 with thy sword; feed all those who do not know thee

purge this land of bit - ter things; sol - ace all its  
 cries a - loud for sin to cease; and the home - steads  
 with the rich - ness of thy word; cleanse the bo - dy

wide do - min - ion with the heal - ing of thy wings.  
 and the wood - lands plead in si - lence for their peace.  
 of this na - tion through the glo - ry of the Lord.

Words: Henry Scott Holland (1847-1918), alt. Music: *Komm, o komm, du Geist des Lebens*, melody from *Neu-vermehrtes und zu Übung Christl. Gottlichkeit eingerichtetes Meinungsches Gesangbuch*, 1693.

## The Word of God

### Opening Acclamation

*Celebrant*

Blessed be God: Father, Son, and Holy Spirit.

*People*

**And blessed be God's kingdom, now and forever. Amen.**

### Collect for Purity *said by the Celebrant*

Almighty God, to you all hearts are open, all desires known, and from you no secrets are hid: Cleanse the thoughts of our hearts by the inspiration of your Holy Spirit, that we may perfectly love you, and worthily magnify your holy Name; through Christ our Lord. **Amen.**

1. Glo - ry to God in the high - est, and peace to his peo - ple on earth.

2. Lord God, hea - ven - ly King, al - might - y God and Fa - ther, we wor - ship you,

we give you thanks, we praise you for your glo - ry. 3. Lord Je - sus Christ,

on - ly Son of the Fa - ther, Lord God, Lamb of God,

4. you take a - way the sin of the world; have mer - cy on us;

5. you are seat - ed at the right hand of the Fa - ther; re - ceive our prayer.

6. For you a - lone are the Ho - ly One, you a - lone are the Lord,

7. you a - lone are the Most High, Je - sus Christ, with the Ho - ly Spi - rit,

in the glo - ry of God the Fa - ther. A - men.

*Celebrant* The Lord be with you.  
*People* **And also with you.**  
*Celebrant* Together, let us pray.

### The Collect *said by all*

Lord of the lost ones, you come to our broken homes and call us your own: may our tables be graced by your presence as guest, and our possessions freed to serve the poor; through Jesus Christ, the Seeker. Amen.

### The First Lesson

**Isaiah 1:10-18**

Hear the word of the Lord, you rulers of Sodom! Listen to the teaching of our God, you people of Gomorrah! What to me is the multitude of your sacrifices? says the Lord; I have had enough of burnt offerings of rams and the fat of fed beasts; I do not delight in the blood of bulls, or of lambs, or of goats. When you come to appear before me, who asked this from your hand? Trample my courts no more; bringing offerings is futile; incense is an abomination to me. New moon and sabbath and calling of convocation—I cannot endure solemn assemblies with iniquity. Your new moons and your appointed festivals my soul hates; they have become a burden to me, I am weary of bearing them. When you stretch out your hands, I will hide my eyes from you; even though you make many prayers, I will not listen; your hands are full of blood. Wash yourselves; make yourselves clean; remove the evil of your doings from before my eyes; cease to do evil, learn to do good; seek justice, rescue the oppressed, defend the orphan, plead for the widow. Come now, let us argue it out, says the Lord: though your sins are like scarlet, they shall be like snow; though they are red like crimson, they shall become like wool.

*Lector* The Word of the Lord.  
*People* **Thanks be to God.**



Happy are they whose transgressions are forgiven, \*  
and whose sin is put away!

Happy are they to whom the Lord imputes no guilt, \*  
and in whose spirit there is no guile!

While I held my tongue, my bones withered away, \*  
because of my groaning all day long.

For your hand was heavy upon me day and night; \*  
my moisture was dried up as in the heat of summer.

Then I acknowledged my sin to you, \*  
and did not conceal my guilt.

I said, "I will confess my transgressions to the Lord." \*  
Then you forgave me the guilt of my sin.

Therefore all the faithful will make their prayers to you in time of trouble; \*  
when the great waters overflow, they shall not reach them.

## The Second Lesson

## 2 Thessalonians 1:1-4, 11-12

Paul, Silvanus, and Timothy, To the church of the Thessalonians in God our Father and the Lord Jesus Christ: Grace to you and peace from God our Father and the Lord Jesus Christ. We must always give thanks to God for you, brothers and sisters, as is right, because your faith is growing abundantly, and the love of everyone of you for one another is increasing. Therefore we ourselves boast of you among the churches of God for your steadfastness and faith during all your persecutions and the afflictions that you are enduring. To this end we always pray for you, asking that our God will make you worthy of his call and will fulfill by his power every good resolve and work of faith, so that the name of our Lord Jesus may be glorified in you, and you in him, according to the grace of our God and the Lord Jesus Christ.

*Lector* The Word of the Lord.

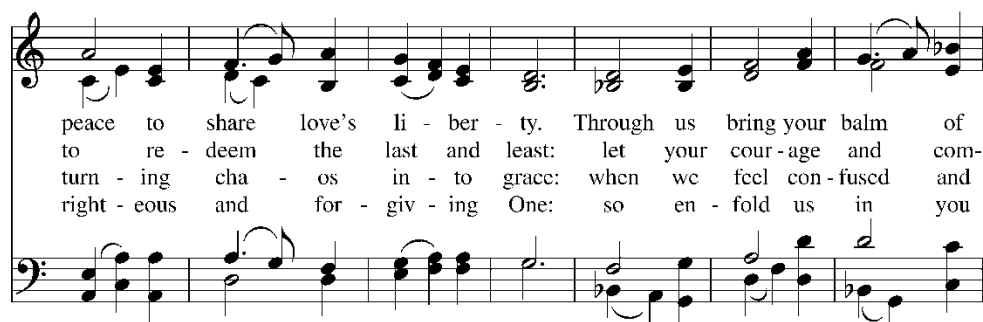
*People* **Thanks be to God.**



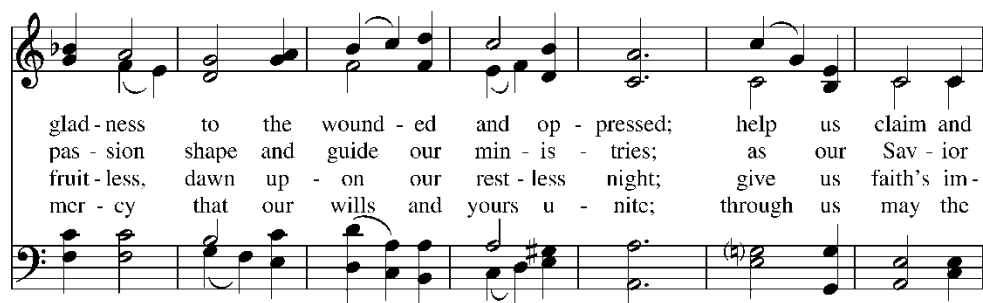
1. Gra - cious Spir - it, give your ser - vants joy to set sin's  
 2. Word made flesh, who gave up glo - ry to be - come our  
 3. Lov - ing God, who birthed cre - a - tion from the noth - ing -  
 4. Tri - une God, e - ter - nal Be - ing, nev - er end - ing,



cap - tives free, hope to heal the bro - ken - heart - ed,  
 great high priest, tak - ing on our hu - man na - ture  
 ness of space, kin - dling life where all was emp - ty,  
 un - be - gun, bound - less grace and per - fect jus - tice,



peace to share love's li - ber - ty. Through us bring your balm of  
 to re - deem the last and least: let your cour - age and com -  
 turn - ing cha - os in - to grace: when we feel con - fused and  
 right - eous and for - giv - ing One: so en - fold us in you



glad - ness to the wound - ed and op - pressed; help us claim and  
 pas - sion shape and guide our min - is - tries; as our Sav - ior  
 fruit - less, dawn up - on our rest - less night; give us faith's im -  
 mer - cy that our wills and yours u - nite; through us may the



show God's fa - vor as a peo - ple called and blessed.  
 and our Shep - herd, lead us to the truth that frees.  
 ag - i - na - tion, hope's re - new - ing, love's de - light.  
 world be - hold you, find your love, your truth, your light.

Words: Carl P. Daw, Jr. (B. 1944). Music: Abbot's Leigh, Cyril Vincent Taylor (1907-1991).

## The Gospel

Luke 19:1-10

*Priest* The Holy Gospel of our Lord Jesus Christ according to Luke.

*People* ***Glory to you, Lord Christ.***

Jesus entered Jericho and was passing through it. A man was there named Zacchaeus; he was a chief tax collector and was rich. He was trying to see who Jesus was, but on account of the crowd he could not, because he was short in stature. So he ran ahead and climbed a sycamore tree to see him, because he was going to pass that way. When Jesus came to the place, he looked up and said to him, "Zacchaeus, hurry and come down; for I must stay at your house today." So he hurried down and was happy to welcome him. All who saw it began to grumble and said, "He has gone to be the guest of one who is a sinner." Zacchaeus stood there and said to the Lord, "Look, half of my possessions, Lord, I will give to the poor; and if I have defrauded anyone of anything, I will pay back four times as much." Then Jesus said to him, "Today salvation has come to this house, because he too is a son of Abraham. For the Son of Man came to seek out and to save the lost."

*Priest* The Gospel of the Lord.

*People* ***Praise to you, Lord Christ.***

## Sermon

The Reverend Patricia Templeton

### The Nicene Creed

We believe in one God, the Father, the Almighty,  
maker of heaven and earth, of all that is, seen and unseen.

We believe in one Lord, Jesus Christ, the only Son of God,  
eternally begotten of the Father, God from God, Light from Light,  
true God from true God, begotten, not made,  
of one Being with the Father. Through him all things were made.

For us and for our salvation he came down from heaven,  
was incarnate of the Holy Spirit and the Virgin Mary  
and became truly human.

For our sake he was crucified under Pontius Pilate;  
he suffered death and was buried.

On the third day he rose again, in accordance with the Scriptures;  
he ascended into heaven and is seated at the right hand of the Father.

He will come again in glory to judge the living and the dead,  
and his kingdom will have no end.

We believe in the Holy Spirit, the Lord, the giver of life,  
who proceeds from the Father and the Son.  
who with the Father and the Son is worshiped and glorified,  
who has spoken through the Prophets.

We believe in one holy catholic and apostolic Church.

We acknowledge one baptism for the forgiveness of sins.

We look for the resurrection of the dead,  
and the life of the world to come. Amen

### The Prayers of the People, Form III

Father, we pray for your holy Catholic Church;

***That we all may be one.***

Grant that every member of the Church may truly and humbly serve you;

***That your Name may be glorified by all people.***

We pray for all bishops, priests, and deacons;

***That they may be faithful ministers of your Word and Sacraments.***

We pray for all who govern and hold authority in the nations of the world;

***That there may be justice and peace on the earth.***

Give us grace to do your will in all that we undertake;

***That our works may find favor in your sight.***

Have compassion on those who suffer from any grief or trouble;

***That they may be delivered from their distress.***

Give to the departed eternal rest; remembering especially our parishioner, **Peachy Horne**, and **Gladys Zimmerman**, mother-in-law of Beth Zimmerman;

***Let light perpetual shine upon them.***

We praise you for your saints who have entered into joy;

***May we also come to share in your heavenly kingdom.***

Let us pray for our own needs and those of others.

*Silence*

We pray for all those affected by Hurricane Ian.

We pray for the special needs and concerns of this congregation remembering those on our prayer list especially our parishioners: **Beth Zimmerman; John Floyd;** and **Susan Glenz-Pierce.**

*Silence*

We thank you, Lord, for all the blessings of this life including our parish community, especially **Gwen & Tom Barnett; Llewlyn Bell; Rick Bent & Reneé Kastanakis;** and **Debbie Beverly.**

*Silence*

*The People may add their own thanksgivings*

*The celebrant adds a concluding Collect.*

O Lord our God, accept the fervent prayers of your people; in the multitude of your mercies, look with compassion upon us and all who turn to you for help; for you are gracious, O lover of souls, and to you we give glory, Father, Son, and Holy Spirit, now and for ever. **Amen.**

Let us confess our sins against God and our neighbor.

God of all mercy, we confess that we have sinned against you,  
opposing your will in our lives.

We have denied your goodness in each other,  
in ourselves, and in the world you have created.

We repent of the evil that enslaves us, the evil we have done,  
and the evil done on our behalf.

Forgive, restore, and strengthen us through our Savior Jesus Christ,  
that we may abide in your love and serve only your will. Amen.

### **Absolution**

Almighty God have mercy on you, forgive you all your sins through our Lord Jesus Christ, strengthen you in all goodness, and by the power of the Holy Spirit keep you in eternal life. **Amen.**

### **The Peace**

*Celebrant* The peace of the Lord be always with you.

*People* ***And also with you.***

### **Announcements**

## The Holy Communion

### **Offertory Anthem**

“Sometime A Light Surprises”

Text: William Cowper (1779)  
Arr. Richard Shephard

Fina Hernandez, soloist

*Sometimes a light surprises  
The Christians while they sing,  
It is the Lord who rises,  
With healing in his wings.*

*When comforts are declining,  
He grants the soul again  
A season of clear shining,  
to cheer it after rain.*

*In holy contemplation,  
We sweetly then pursue,  
The theme of God's salvation,  
And find it ever new;  
Set free from present sorrow,  
We cheerfully can say,  
Let the unknown tomorrow  
Bring with it what it may.*

*Yet God the same abiding  
His praise shall tune my voice,  
For while in him confiding,  
I cannot but rejoice.  
Who gives the lilies clothing,  
Will clothe his people, too;  
And we shall want for nothing,  
Our God will hear us through.*

*Introduction*




1 There's a wide - ness in God's mer - cy like the wide - ness  
 2 There is no place where earth's sor - rows are more felt than  
 3 For the love of God is broad - er than the mea - sure



of the sea; there's a kind - ness in his jus -  
 up in heaven; there is no place where earth's fail -  
 of the mind; and the heart of the E - ter -



tice, which is more than lib - er - ty. There is wel - come  
 ings have such kind - ly judg - ment given. There is plen - ti -  
 nal is most won - der - ful - ly kind. If our love were



for the sin - ner, and more gra - ces for the good; there is mer - cy  
 ful re - demp - tion in the blood that has been shed; there is joy for  
 but more faith - ful, we should take him at his word; and our life would

*Interlude/Conclusion*



with the Sa - vior; there is heal - ing in his blood.  
 all the mem - bers in the sor - rows of the Head.  
 be thanks - giv - ing for the good - ness of the Lord.



### The Great Thanksgiving – Eucharistic Prayer C

*Celebrant* The Lord be with you.

*People* **And also with you.**

*Celebrant* Lift up your hearts.

*People* **We lift them to the Lord.**

*Celebrant* Let us give thanks to the Lord our God.

*People* **It is right to give God thanks and praise.**

God of all power, Ruler of the Universe, you are worthy of glory and praise.

**Glory to you for ever and ever.**

At your command all things came to be: the vast expanse of interstellar space, galaxies, suns, the planets in their courses, and this fragile earth, our island home.

**By your will they were created and have their being.**

From the primal elements you brought forth the human race, and blessed us with memory, reason, and skill. You made us the rulers of creation. But we turned against you, and betrayed your trust; and we turned against one another.

**Have mercy, Lord, for we are sinners in your sight.**

Again and again, you called us to return. Through prophets and sages you revealed your righteous Law. And in the fullness of time you sent your only Son, born of a woman, to fulfill your Law, to open for us the way of freedom and peace.

**By his blood, he reconciled us.**  
**By his wounds, we are healed.**

And therefore we praise you, joining with the heavenly chorus, with prophets, apostles, and martyrs, and with all those in every generation who have looked to you in hope, to proclaim with them your glory, in their unending hymn:

**Sanctus** S.117

Holy, holy, holy Lord

Ho - ly, ho - ly, ho - ly, Lord God of Hosts: Heaven and  
earth are full of thy glo - ry. Glo-ry be to thee, O Lord Most High.  
Bless - ed is he that com - eth in the name of the  
Lord. Ho - san - na in the high - est.

*The people stand or kneel.*

*The Celebrant continues*

And so, Father, we who have been redeemed by him, and made a new people by water and the Spirit, now bring before you these gifts. Sanctify them by your Holy Spirit to be the Body and Blood of Jesus Christ our Lord.

On the night he was betrayed he took bread, said the blessing, broke the bread, and gave it to his friends, and said, "Take, eat: This is my Body, which is given for you. Do this for the remembrance of me."

After supper, he took the cup of wine, gave thanks, and said, "Drink this, all of you: This is my Blood of the new Covenant, which is shed for you and for all for the forgiveness of sins. Whenever you drink it, do this for the remembrance of me."

Remembering now his work of redemption, and offering to you this sacrifice of thanksgiving,

**We celebrate his death and resurrection, as we await the day of his coming.**

Lord God of our Fathers and Mothers; God of Abraham, Sarah, and Hagar; Isaac and Rebecca; Jacob, Rachel, and Leah; God and Father of our Lord Jesus Christ: Open our eyes to see your hand at work in the world about us. Deliver us from the presumption of coming to this Table for solace only, and not for strength; for pardon only, and not for renewal. Let the grace of this Holy Communion make us one body, one spirit in Christ, that we may worthily serve the world in his name.

**Risen Lord, be known to us in the breaking of the Bread.**

Accept these prayers and praises, Father, through Jesus Christ our great High Priest, to whom, with you and the Holy Spirit, your Church gives honor, glory, and worship, from generation to generation. **AMEN.**

As now, as our Savior Christ has taught us, we are bold to say,

### **The Lord's Prayer**

Our Father, who art in heaven, hallowed be thy Name,  
thy kingdom come, thy will be done,  
on earth as it is in heaven.  
Give us this day our daily bread.  
And forgive us our trespasses,  
as we forgive those who trespass against us.  
And lead us not into temptation,  
but deliver us from evil.  
For thine is the kingdom,  
and the power, and the glory,  
for ever and ever. Amen.

### **The Breaking of the Bread**

*(Mass for St. Dunstan's)*

Thomas Gibbs

*Antiphon. Cantor, then All:*



*Cantor:* And at last may we come to your heavenly table where we will join with  
saints and angels at the feast you have prepared from the beginning.

*All:* Repeat Antiphon

*Celebrant* The Gifts of God, for the People of God.

**The Communion of the People** *All people are invited to receive Communion.*

1 King of glo - ry, King of peace, I will love thee;  
 2 Where - fore with my ut - most art, I will sing thee;  
 3 Seven whole days, not one in seven, I will praise thee;

*Tenor or soprano ad libitum*

3 Seven whole days, not one in seven, I will praise thee;

and that love may nev - er cease, I will move thee.  
 and the cream of all my heart, I will bring thee.  
 in my heart, though not in heaven, I can raise thee.

Thou hast grant - ed my re - quest, thou hast heard me;  
 Though my sins a - gainst me cried, thou didst clear me;  
 Small it is in this poor sort to en - roll thee;

Small it is in this poor sort to en - roll thee;

thou didst note my work - ing breast, thou hast spared me.  
 and a - lone, when they re - plied, thou didst hear me.  
 e'en e - ter - ni - ty's too short to ex - tol thee.

e'en e - ter - ni - ty's too short to ex - tol thee.

**Prayer after Communion** *Celebrant and People*

Grant, O God, that your holy and life-giving Spirit may so move every human heart especially the hearts of the people of this land, that barriers which divide us may crumble, suspicions disappear, and hatreds cease; that our divisions being healed, we may live in justice and peace; through Jesus Christ our Lord. Amen.

**Blessing**

May the blessing of the God  
 of Abraham and Sarah,  
 And Jesus Christ, born of our sister Mary,  
 And the Holy Spirit, who broods over  
 the world like a mother over her children,  
 Be among you and be with you  
 this day and always. **Amen.**

1 Be - fore thy throne, O God, we kneel; give us a con - science  
 2 Search out our hearts and make us true; help us to give to  
 3 For sins of heed - less word and deed, for pride am - bi - tious  
 4 Let the fierce fires which burn and try, our in - most spi - rits

quick to feel, a rea - dy mind to un - der - stand the  
 all their due. From love of plea - sure, lust of gold, from  
 to suc - ceed, for craft - y trade and sub - tle snare to  
 pu - ri - fy: con - sume the ill; purge out the shame; O

mean - ing of thy chas - tening hand; what - e'er the pain and  
 sins which make the heart grow cold, wean us and train us  
 catch the sim - ple un - a - ware, for lives be - reft of  
 God, be with us in the flame; a new - born peo - ple

shame may be, bring us, O Fa - ther, near - er thee.  
 with thy rod; teach us to know our faults, O God.  
 pur - pose high, for - give, for - give, O Lord, we cry.  
 may we rise, more pure, more true, more no - bly wise.

Words: William Boyd Carpenter (1841-1918), alt. Music: St. Petersburg, Dimitri S. Bortniansky (1751-1825).

### The Dismissal

*Response*

***Thanks be to God.***

### Postlude

Etude Op.25 No.11 "Winter Wind"

Frédéric Chopin (1810-1849)

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We welcome Dr. Geoffrey Haydon as our guest musician today.

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The altar flowers are given in celebration  
of Gloria Nelson's birthday.

### Ministry Schedule

	October 30 – Proper 26C	Nov 6 – All Saints Day
Vestry on Duty	Susie Throop	Vivian Siggers
Lay Reader 8:30 a.m.	Bob Longino	Harriett Smith
Lay Reader 10:45 a.m.	Susie Throop	Nancy Dillon
Lector 1st Lesson	John Morgan	Andrea Patten-Weerakoon
Lector 2 <sup>nd</sup> Lesson		Shirley Morgan
Ushers / Greeters		
Altar Guild	Claudia / Elizabeth	Priscilla / Cathy / Priscilla
Flower Guild	Lucy Kaltenbach / Gloria Nelson	Donna Thomas
Coffee Hosts		

### Happy Birthday

**Gloria Nelson** October 30   **Greg Blount** October 31   **Mike Camara** October 31  
**Vivian Siggers** November 4

### Prayers

**Parishioners:** Beth Zimmerman; John Floyd; and Susan Glenz-Pierce.

**Family:** Jessica LeClaire, sister of Sara Thornton; Scott O'Connell, brother of Mark; Gray Cavender, Aaron Atkinson, family of Bob Longino; Preston & Bryan Wilson, brothers, and Nancy Moore, family of Mary Jane Hannah; Lydia Mitchell Scialabba, niece of Sandra & Joe Dobbs; Jim Montsinger, nephew and Claude Thompson, son-in-law of Priscilla Davis; Tiffany Wilson, niece of Rhea Hannah; Linda Blocksom, sister of Susie Throop; Antoinette Watts, sister of Marshall Kress; Bill Fields, brother of Nancy Dillon; Pamela V. Bowers, sister of Suzanne Van de Mark; Arvis Morris, mother, and Katy Greenawalt, sister of Lee Morris; Hilary Foster, niece of Claudia Gimson; Trina Gordon, Jack & Linda Mobley and Vincent Lafitte, family of Daria Jones & Bruce Lafitte; Clare Richardson, sister-in-law of Penny France; Tiffany Lucas, niece, Linda Johnson, sister of Vivian Siggers; Deborah Ellis-Williams, mother of Jackie O'Connell; Priscilla Williams, sister of Bessie Holland; Jeannette Davis, sister-in-law of Priscilla Davis; Mary Jane Hobbs, sister of Sara Thomas; Barbara Martello, niece of Mimi Gold; Deni Omundson & Gary Dorsey, Sydney Cortez & Family, relatives of Jeanne & Josh Taylor.

**Friends:** Cindy Hind, (Fair Sutherlin); Tony Ippilito; Mary Jane Graff, Rose Faison, Anne Henry, Tim Embry, (Davis Family); Claudia Nash, Loretta Roberts, Benjamin Banas, (Cathy Leake); Sandy Jusak, Tammy McCullough, Michellene Tipton, Joshua Dowd, Debbie Bogard, James Bogard, (Jeanne and Josh Taylor); Steve Murray, (Bob Longino); Jerry & Anna; R. G. Evans, Angie, Paul Deater, Don & Pat Buffington, Mary Ann Yeargin, Sonny, Sona, Eric Copeland, Beth, Tabitha & Max Wagner, Anna Marie Soper-O'rouke, (Rhea Hannah); Abigail Ludwig (Lindsey Reece); Angela Mattson, (Lee Morris); Sherrel Howard, (Mimi Gold).

We pray for those who have died, remembering especially, our parishioner, Peachy Horne; Gladys Zimmerman, mother-in-law of Beth Zimmerman.

We give thanks for our parish community, especially Gwen & Tom Barnett; Llewlyn Bell; Rick Bent & Reneé Kastanakis; and Debbie Beverly. ☩

## Announcements

### **Daylight Savings Ends on Sunday, Nov 6<sup>th</sup> – Roll your clocks back!**

**Adult Sunday school** continues with a series on the rise and dangers of Christian Nationalism, led by Joe and Tricia. The class meets at 9:30 in the Founders' Room.

**Thanksgiving Dinners for Emmaus House Families** The holiday season is fast approaching, and St. Dunstan's will once again be helping to provide dinners for Emmaus House families. We have agreed to provide 50 bags of side dish ingredients listed below. (Emmaus House provides the turkeys).

Here is the link to sign up: <https://www.signupgenius.com/go/10c0e4faca28aa8-thanksgiving>

### **Each bag needs the following ingredients:**

2 Cans of String Beans (English cut)	2 Cans of Corn
2 Cans of Peas	1 Can of Cranberry Sauce
1 Large Bag of Stuffing	1 Box of Brownie Mix
1 Bag of Rice (1 lb.)	2 Boxes of Cornbread / Muffin Mix

Please place all of the sides for each household into one strong canvas bag with handles and bring them to the church **by November 13.**

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### **Vestry 2022 – 2023**

Bob Longino, Sr. Warden; Vivian Siggers, Jr. Warden  
Lynn Hood; Gwen McAlpine;  
Elizabeth Wong Mark; Michele Smither;  
Wayne Hood; Max Changus; Susie Throop

### **The Reverend Patricia Templeton, Rector**

The Reverend Maggie Harney, Priest Associate  
Cameron Carey, Parish Musician  
Claudia Gimson, Parish Administrator  
Rhea Hannah, Volunteer Administrative Assistant

