

Praise God From Whom All Blessings Flow

Step III: Design



Eastern Shore Chapel Episcopal Church

February 17, 2008

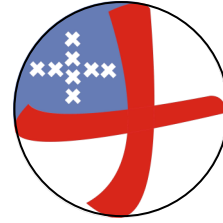
The Purpose of Eastern Shore Chapel Episcopal Church,
as a Christian community, is to incorporate into our daily lives
the words of Jesus in John 15:12-17.

By doing so, we are called:

To Celebrate and Lift up the Love of God;

To Pray and Proclaim the Love of Christ;

To Receive and Send forth the Love of the Holy Spirit.



February 17, 2008

Dear Members of Eastern Shore Chapel,

For the last year the Design Team has worked steadily to prepare a statement for you regarding the future of Eastern Shore Chapel. With the blessing of God, and the work of a strong committed group of fellow parishioners, our report is finished.

We would like to thank:

- Father Chris for entrusting us with the leadership of the Design Team and for his guidance and prayer;
- Debi Wacker for her mentorship, partnership, and friendship as the consultant;
- ESC's clergy and staff for their thoughtful input through interviews and a staff audit;
- Members of the Design Team for their dedication, long hours, and diligence for many, many months of work;
- Vestry for their support and involvement by serving on committees; and
- You for your confidence in us to do God's will.

Through research, analysis, discussion, and meetings, meetings, and more meetings, we now present to you our findings.

Thanks be to God!

A handwritten signature in cursive script, appearing to read "Connie Kellam and Latane Sale".

Connie Kellam and Latane Sale
Co-chairs, Design Team



LEADERSHIP SUMMARY

February 17, 2008

John 13:31-35 A new commandment of love.

And Jesus said to His disciples: "Love one another as I have loved you that ye also love one another." (John 13:34)

The Design Team was formed in January 2007 as Step III of a three-year development exercise for Eastern Shore Chapel Episcopal Church.

Team leadership consisted of:

- Connie Kellam, Co-chair
- Latane Sale, Co-chair
- Debi Wacker, Consultant
- Chris Thompson, Rector

The Leadership team and committee members worked from a foundation of prayer and spiritual guidance – with a primary focus on service to our extended community and the spiritual development needs of the ESC congregation. This philosophy would ensure that any resulting research and potential “in-reach” and “outreach” programs would drive any proposed enhancements to ESC’s building structures.

Given the mission of our Church and the needs of our community, the leadership formed three (3) committees: Christian Education, Worship and Liturgy (CEWAL); Missions, Programs and Outreach (MPO); and the Facilities Committee. CEWAL and MPO were charged with review and evaluation of existing Christian Education programs, worship services, liturgy, outreach activities and missions – all with a view of expanding existing programs and developing new ones. The Facilities Committee was charged with the evaluation of the current use and needs of our church facility.

The Design process was structured into three (3) phases:

1. Research
2. Analysis
3. Planning

The Research Phase consisted of site visits, staff interviews and audit, Internet searches, and presentations from community experts. Significant discussion occurred regarding each "dream" item that arose from the Step II Dream Team.

The Analysis Phase prioritized the research keeping in mind available resources, programs already offered by other churches and community organizations, as well as demographic data.

The Planning Phase was the final step. Findings from CEWAL and MPO were turned over to the Facilities Committee and renamed the Architectural Review Committee (ARC).

ARC summarized and organized spatial needs as defined by CEWAL, MPO and staff. It became very clear that facility expansion was needed in order to accommodate ESC's programs, worship services and liturgy.

The Design Team worked knowing that "God was in the process." Our journey this past year was full and inspired. We witnessed substantial growth, and we gave our best in continuing ESC's mission. We are honored to have had the opportunity to work together as a team for our fellow ESC church members.



CHRISTIAN EDUCATION, WORSHIP AND LITURGY (CEWAL)

Matthew 28:16-20 The sending out of the disciples to all nations.

And Jesus said to His disciples: Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost. (Matthew 28:19)

The Christian Education, Worship and Liturgy Committee (CEWAL) was formed as one of three committees in the design process of a three-year development exercise for Eastern Shore Chapel Episcopal Church. CEWAL was instructed to review and evaluate current Christian Education programs, worship services and liturgy with a view to expanding existing programs and developing new ones that fit the mission of our church and the needs of our community.

Members of CEWAL:

- Les Cox, Co-chair
- David Wynne, Co-chair
- Rick Balak, Vestry Rep
- Lee Davis, Sr Warden
- Bryan Mitnaul, Choir Dir
- Carrollyn Cox
- Barbara Kaseote
- Frank Wynne

Before proceeding further it needs to be noted that during the year-long process, the following changes occurred at ESC that at times created re-direction and focus for CEWAL:

- Christian Education was re-named Christian Formation and the development of children and adult programs was divided between two staff members
- A Director of Family Ministries was hired for children's programs

- Resignation of an assistant clergy person has increased responsibilities on remaining clergy and staff

CEWAL began its research by reviewing the results of the Dream Team. In 2006, Phase II of the design process, the Dream Team developed a "dream list" that included the expansion of existing programs and the development of new programs.

- CHRISTIAN EDUCATION
 - ◇ Grow programs and resources to empower lifelong Christian growth
 - ◇ Add space, larger classrooms for CE and youth programs
 - ◇ Enlarge parish hall and make it capable of being divided into smaller meeting rooms
 - ◇ Add clergy person to augment youth ministry and develop alternative worship services
 - ◇ Add staff to minister to ages 25-45 young adults
 - ◇ Increase variety of Via Media topics for Sunday Adult Forum and Chapel classes
 - ◇ Use wooded watershed area of ESC grounds for refuge and retreat through paths and labyrinth
 - ◇ Build a new facility to accommodate retreats, Parish Day School, wellness center, seminars and lecture series, and community forums
- WORSHIP AND LITURGY
 - ◇ Fulfill our ESC need to experience spiritual growth and feel spiritually fed
 - ◇ Enable the continued growing of music program
 - ◇ Continue rich Anglican liturgy at special worship services in addition to Sunday morning
 - ◇ Move choir to area behind existing sanctuary in chapel
 - ◇ Maintain small church feel while growing through small group worship experiences
 - ◇ Establish alternative forms of worship to replace the Village Service
 - ◇ Provide for smaller group worship in a suitably-sized chapel
 - ◇ Expand chapel to accommodate a larger congregation
 - ◇ Modify architectural footprint of chapel into cruciform with areas to accommodate groups responsible for worship services

CEWAL research focused on internal and external explorations of music, liturgy, Bible Study and prayer. This included Internet research, staff interviews and audit, and visits to other Episcopal churches. Research and analysis led to the following recommendations:

- Grow small group programs as they are an extremely effective means of Christian Formation activity. Groups such as but not limited to the following were found to be successful in other churches (in parentheses are programs already in place):
 - ◊ Via Media
 - ◊ Bible Workbench
 - ◊ Book Clubs (begun Fall 2007)
 - ◊ Bible Studies (Kerygma)
 - ◊ Dinner groups (LTSG, Family Fun Group, Friends of Chapel)
 - ◊ Social groups (Friends of Chapel, Liturgy on TAP)
 - ◊ Prayer chains
- Increase large group activities to unite our church in its mission and common goals.
 - ◊ Lenten series
 - ◊ Seasonal activities (making Advent wreaths, Christmas pageant, Blessing of Animals)
 - ◊ Choir concerts and special services (Evensong, Feast of Lights, Lessons and Carols)
 - ◊ Chancel Drama
- Establish a Christian Formation Team to regularly research ideas and programs for youth and adults, Sunday classes, small and large groups, etc, to supplement and complement staff research.
- Increase lay involvement of leadership of small groups to relieve staff and clergy and to allow more programs.
- New worship services are continually under consideration by staff and leadership. Alternative services, however, must always conform to the Episcopal liturgy, be adequately staffed by clergy, and be done well.
- Christian Formation works with the clergy to consider implementation of youthful alternatives in our services.
- Encourage retreats which traditionally develop long-term personal relationships with God and fellow parishioners.

- ◇ Vestry Retreats
- ◇ Choir Retreats and Tours
- ◇ February Men and Women Retreats
- ◇ Diocesan and National Episcopal Retreats
- ◇ EYC Retreats
- ◇ Cursillo for adults
- ◇ Happening for teens
- ◇ Adult pilgrimage
- Additional small meeting rooms, larger choir rehearsal room, expanded Chapel, and larger parish hall are essential to meet the present needs of Christian Formation, worship and liturgy.
- Music as a supplement to Christian Formation is being coordinated for youth with direction from choir director and youth staff person. An assistant choir director would be needed to expand opportunities for participation for all ages in the musical life of the parish.
- Youth Programs that combined music, bible study, and family involvement (LOGOS program in particular) were researched before CEWAL was aware of the new Sunday School program begun last fall.
- Young adult programs for singles and young families were a focus of need and research. In the last year several programs have begun such as Young Adults No Kids (YANKS), Theology on Tap, and the Family Fun Group.



MISSIONS, PROGRAMS AND OUTREACH (MPO)

Luke 10:25-37 The Story of the Good Samaritan

And Jesus said to one tempting him: Thou shalt love the Lord thy God with all thy heart, and with all thy soul, and with all thy strength, and with all thy mind; and thy neighbor as thyself. (Luke 10:27)

The Missions, Programs and Outreach Committee (MPO) was formed as one of three committees in the design process of a three-year development exercise for Eastern Shore Chapel Episcopal Church. MPO was instructed to review and evaluate current missions, programs and outreach activities with a view to expanding existing programs and developing new ones that fit the mission of our church and the needs of our community.

Members of MPO:

- Martha Wallace, Co-chair
- Jim Costigan, Co-chair
- Sally Cox
- Russell Dyke
- Peg Gilmour
- Chris Hebert
- Michelle Warren

MPO began its research by reviewing the results of the Dream Team. In 2006 Phase II of the design process, the Dream Team, developed a "dream" list: that included the expansion of existing programs and the development of new programs.

This report provided direction for MPO to begin research and analysis.

- Continue overseas mission trips
- Develop USA mission work

- Expand food closet outreach
- Expand Parish Day School
- Develop programs for:
 - ◇ Elderly
 - ◇ Seniors
 - ◇ Young Adults
 - ◇ Parents
 - ◇ Families (added by MPO)
 - ◇ Develop homeless care
- Develop programs for the disabled

As the process began the perception was that ESC does not do much in the way of missions, programs or outreach. Research overwhelmingly revealed that this simply is not true. ESC is very much involved in the community with volunteers serving Judeo-Christian Outreach Center (JCOC), the food closet, Habitat for Humanity, the El Salvadoran Mission Trip, etc, and by providing financial aid from the ESC Outreach Committee, WESC, Peanut Group.

Important to the task of MPO was that their focus should always be directed towards both the target of the mission and those that serve.

With this in mind MPO research focused on gathering information in an effort to grow and serve the community and specific target groups. This included Internet research, staff interviews and audit, visits to other churches, and interviews and visits with other organizations. Before beginning their research the following areas were established as important parameters:

- Definition of a group
- Recognition of a need
- Community and individual desire to belong and serve
- Organization and structures which hold these together

Research and analysis led to the following recommendations:

- Implement Ark Almighty, a software program for enhancement of outreach and service opportunities within the church community through virtual technology. This confidential program will cross reference parishioner talents with individual and community needs.

- Develop a more effective process for communicating ESC programs, missions, volunteer needs and involvement, events and messages (i.e. marketing, newcomer mentoring, visual & virtual technology, web page).
- Create a flow chart for MPO start-up, organization, management and reporting, including identification of clergy role, lay leadership, training requirements, and vestry supervision. It should be consistent for all programs and information should be posted or be accessible on the ESC website.
- Address physical space and technology needs to efficiently facilitate and operate current programs including workshops, lectures, exercise classes, family activities, and youth activities.
- Continue Habitat for Humanity and similar projects (such as Beach House, homes built for families with a disabled member needing financial help) and add domestic and foreign mission trips targeting volunteers from all age groups.
- Offer adult pilgrimages
- Increase senior activities with retreats in concert with Episcopal and other denominations.
- Enhance homeless care and support through the food closet and shelter teaming with other church programs in the area.
- Establish an Outreach and Mission Team to regularly research ideas and programs and provide mentorship for ESC involvement.



ARCHITECTURAL REVIEW COMMITTEE (ARC)

Matthew 5:1-12 The beginning of the Sermon on the Mount

And Jesus said to the multitudes: Blessed are the poor in spirit: for their's is the Kingdom of Heaven. (Matthew 5:3)

The Architectural Review Committee (ARC) was formed as an outgrowth of the Facilities Committee, one of three committees in the design process of a three-year development exercise for Eastern Shore Chapel Episcopal Church. ARC was instructed to review, evaluate and develop a plan to accommodate ESC spatial needs based on:

- CEWAL, Facilities, and MPO Committee Reports
- ESC Staff Audit Results and Staff Interviews

Members of the Architectural Review Committee:

- Connie Kellam, Chair
- Meredith Rutter (Facilities Co-chair)
- Bill Marzec (Facilities Co-chair)
- Eric Hodeen, Vestry Rep
- Bruce Gallup
- Dick Poole
- Mary Jo Thompson
- Frank Wynne

ARC began its research as the Facilities Committee by visiting churches that had recently completed building programs. Their focus was on time, expense, dislocation of space during construction, retaining architectural footprint of remaining buildings, and overall satisfaction at the completion of the construction project. Once CEWAL and MPO presented their findings, the Facilities Committee was renamed ARC and the process of turning research into reality was begun. Their first step was to determine the feasibility of the Virginia Beach Planning Commission approving a building program for growth of a church located near Oceana Naval Air Station.

Research uncovered 1987 Eastern Shore Chapel expansion plans that were approved by Virginia Beach City Council to increase Parish Day School, expand the chapel by adding a chancel behind the sanctuary, & extend the parish hall. As we all know, only the day school expansion was built. ARC contacted the city and procured a letter confirming the other two parts of the plan were still valid and construction would not be denied.

Because of the church's location in a high crash zone (R2) near Oceana Naval Air Station it was determined that the responsible course of action would be to pursue building additional space to accommodate current needs. These more specifically are:

- Adding space and renovating existing space to accommodate current parish activities and staff duties
- Renovating existing Parish Day School space to accommodate staff duties and safety of current enrollment of children

The known is that the chapel & parish hall can be expanded as drawn in the 1987 plans.

- In the chapel we would gain additional seating by relocating to the new chancel area behind the sanctuary:
 - ◇ seating during services for choir, clergy, servers, and acolytes
 - ◇ organ console and pipes from the loft
- In addition, the new chancel could be designed to be used as a small chapel with its own entrance.
- In the business wing of the church we would gain additional space by relocating behind the new chancel area:
 - ◇ sacristy
 - ◇ flower room
 - ◇ vesting room
- The expanded parish hall would be:
 - ◇ large enough to provide a meeting area for congregational gatherings
 - ◇ redesigned with movable partitions to accommodate several concurrent small group meetings

In order to accommodate additional needs – such as office space for ESC staff and day school, choir space, a larger kitchen to be in compliance with the needs of a larger

parish hall, a separate entrance for day school drop-off and pick-up, and re-location of the food closet, to name just a few – ARC determined a spatial exploration was needed.

As a result ARC began a search for an architect to

- Develop the 1987 addition plans for construction
- Begin an exploration of renovating existing space outside of 1987 plans
- Design additional space to accommodate current congregational and Parish Day School needs

ARC researched architects and after interviews chose Jon Covington of Covington Hendrix. A recommendation was made to the vestry for exploration of an expansion & renovation. The Vestry approved the committee's recommendation in December, 2007, and offered Mr. Covington the job in February, 2008.

Currently, Mr. Covington is preparing a schematic floor plan of his firm's solution to Eastern Shore Chapel's space needs based on the results of the Design Team. In the spring a town hall meeting will be scheduled to present the architect's draft to parishioners. At this time questions and concerns not yet identified may be addressed.

Following the town hall meeting Mr. Covington will prepare a final schematic floor plan for Eastern Shore Chapel and after presentation to the congregation a determination will be made concerning a building program.

THANKS BE TO GOD!

Eastern Shore Chapel Episcopal Church

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Visit us online at www.easternshorechapel.org

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The Rev. Julia S. Ashby, Sr. Associate Rector

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