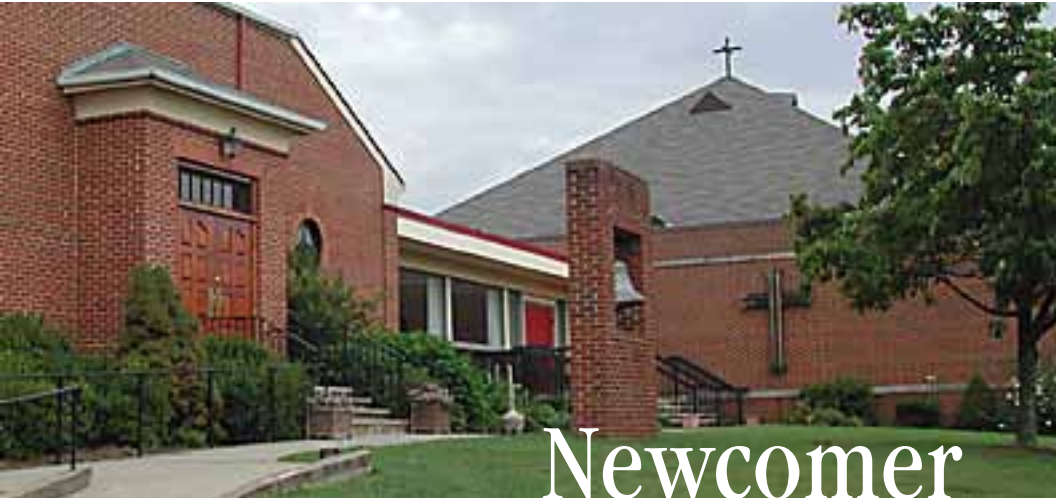


## St. Timothy's Episcopal Church

432 Van Buren Street, Herndon, VA 20170

703-437-3790

[www.saint-timothys.org](http://www.saint-timothys.org)



# Newcomer Information

*As people of God  
we joyfully worship God,  
spread the WORD of God's love,  
treasure all people, and  
serve others everywhere  
in the name of Jesus Christ.*



## **Introduction**

Welcome to St. Timothy's Episcopal Church. We hope you will continue to join us in worshipping God and in serving others. This brochure provides an overview of who we are and what we do. If you have any questions not answered here, please visit our website or ask us!

Parish Office: 703-437-3790  
office@saint-timothys.org  
www.saint-timothys.org

Rector: The Rev. Brad Rundlett  
Associate Rector: The Rev. Leslie Chadwick  
Organist/Music Director: Peter Waggoner  
Parish Administrator: Carol Frost

### **Service Times:**

Sundays	8:00 a.m.	Holy Communion, Rite I (no music)
	9:30, 11:00 a.m.	Holy Communion, Rite II
Wednesdays	12:15 p.m.	Holy Communion and Healing

## **A Brief History**

The first recorded service of St. Timothy's Episcopal Church, Herndon, took place on November 1, 1868. By 1872, a small building, formerly used as a cheese factory, was acquired, renovated, and named St. Timothy's Mission. This building (now the Masonic Lodge at the corner of Elden and Grace Streets) was consecrated in June 1881. As the church grew, the congregation raised funds with horse shows, rummage sales, and phantom auctions, and invested the proceeds in War Bonds. This fundraising culminated in the construction of the parish hall in 1947.

As the surrounding environs of Herndon, Reston, and Sterling Park grew, the Rev. John C. Henry and church leaders planned for a major expansion. The church purchased ten acres of pasture and built the structure now known as Henry Hall. Consecrated in 1969, it served as our church, education building, and parish hall. The present sanctuary was consecrated on November 11, 1982. Major renovation of the parish hall and construction of the educational wing was completed in January 2004.

We acquired our antique Tracker organ in 1972. The baptismal font and hymn boards date from the late 19th century. The bell from the 1881 church building has been electrified and continues to ring before every major holy day and Sunday service, as it has for more than a century.

# Join us in Worship

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All are invited to the Table at St. Timothy's Church. Baptized Christians are welcome to receive Holy Communion. You may accept the bread in your hand and place it in your mouth, then sip wine from the chalice when it is brought to you or hold the bread, dip it in the wine when the chalice comes to you, and place the bread with wine in your mouth. If you are allergic to wheat or are gluten intolerant, please ask the person serving bread to give you a rice wafer. If you have not been baptized, please come to the Altar rail for a blessing during Holy Communion, placing your arms across your chest to signify your desire for a blessing. If you would like to become baptized, please speak to one of our clergy.



## **Accessibility**

The sanctuary is accessible via a ramp at the front door or through the lower level (preschool entrance) via an elevator. Anyone with a disability who needs help getting to Church for worship or activities should contact [accessibility@saint-timothys.org](mailto:accessibility@saint-timothys.org).

## **Nursery**

All children are welcome to stay with parents in the Sanctuary during worship. However, for parents of children ages 0 - 2½ years who want nursery care, we have a well-equipped and professionally staffed nursery at the end of the hall nearest the Sanctuary. Each child brought to the nursery is given a number; only the parents of the child may take the child from the nursery. If a parent is needed during worship, the child's number will appear (in red LED) on the black panels beneath the hymn boards on both sides of the Sanctuary.

## Music Ministry



We have a robust music ministry at St. Timothy's with many opportunities for people of all ages and abilities to become involved. Our music program includes family, youth and adult choirs, instrumental accompaniment, and our three octave handbell choir. We always welcome new musicians, singers and ringers. If you would like

to join a choir or volunteer your music skills for a service, please contact Peter Waggoner, our Music Director, at the church office or at [peterw@saint-timothy.org](mailto:peterw@saint-timothy.org). Join us at one of our rehearsals:

Tuesday:	St. Cecilia Choir (age 8+)	7:00 PM – 8:30 PM
Wednesday:	Handbell Choir (age 14+)	7:00 PM - 8:00 PM
Thursday:	Jubilate Choir (age 8-13)	4:30 PM – 5:30 PM
	St. Ambrose Choir (age 14+)	7:30 PM – 9:00 PM

## Christian Education

At St. Timothy's Christian education begins with our children. The pre-Kindergarten through high school education program is conducted on Sundays with Children's Chapel at 9:30 AM and Sunday School at 11:00 AM. In addition, an annual Vacation Bible School is conducted for one week in the summer and separate classes are offered for youth in preparation for Confirmation.

Adult education opportunities range from Wednesday morning bible study through seasonal programs such as the Lenten study, and an adult evening lecture program that has hosted distinguished local scholars in theology.

In addition, St. Timothy's holds an Education for Ministry (EfM) class on Tuesday mornings. The EfM course of study was established by the University of the South, School of Theology (Sewanee). This four-year

course, which earns student 18 hours of continuing education credit per year, equips lay people to discern and pursue their individual ministries. Students register for one year at a time, and at St. Timothy's, we begin each year in January and end in December, following the Fairfax County school schedule of summer and holiday breaks.

Email: [education@saint-timothys.org](mailto:education@saint-timothys.org)

### **Other Opportunities**

You may choose to participate in our worship service as a Lay Eucharistic Minister, lector (reader), usher, greeter, or member of the Altar Guild or Flower Guild. Children in grades 6 through 12 are also welcome to participate as acolytes.

Additional information about our worship services, music ministry, and other opportunities to participate in our services may be found on our website: [www.saint-timothys.org](http://www.saint-timothys.org).



# Join us in Service

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St. Timothy's has a strong tradition of outreach, both within and beyond the community much of it through our strong program of volunteer ministries. Our acclaimed preschool, which welcomes children of all faiths, was founded in 1974. The

Closet, Herndon's renowned used clothing exchange, had its beginnings at St. Timothy's in the 1970s. A young St. Timothy's deacon initiated the first shelter for the homeless in Fairfax County in 1984. Volunteers set up cots and provided dinners in Henry Hall. Other churches joined in the effort, culminating in the building of the Embury Rucker Shelter in nearby Reston.

Our parishioners support and participate in annual youth mission trips to Appalachia, adult mission trips to the Pine Ridge Indian reservation in South Dakota, and Habitat for Humanity trips in the United States and abroad.

The congregation also supports Reston Interfaith, LINK (an ecumenical food ministry), an Episcopal missionary in Sudan, Our Little Roses Orphanage in Honduras, and many other worthy charities.

Within our community of St. Timothy's Church there are many opportunities, organizations and ministries that may be of interest to you. Please feel free to contact the parish office or the listed contact of any of the following groups for further information.

## Stewardship

Your stewardship at St. Timothy's Episcopal Church makes a difference. The operation of the Church and each of our ministries depend upon the contribution of the time, talent,



Abundant Giving,  
Abundant Life

and treasure of our members. (Episcopal churches do not receive funding from the diocese or national Church). After prayerful consideration of your special gifts, we invite you to complete the enclosed time and talent survey and stewardship form and forward them to the Parish Office. You may choose to set up automatic or one-time gifts through your bank or via credit/debit card online, through our website.

Email: [stewardship@saint-timothys.org](mailto:stewardship@saint-timothys.org)

## Youth Group

Our Youth Group is open to 6th through 12th graders. Officers are elected each October to serve for the school year, representing the views and ideas of fellow members and taking a lead role in achieving the group's goals as defined within the youth group's mission of fellowship, service, and spiritual growth.

Approximately half of the Youth's Group's activities are service-oriented, including: the Souper Bowl of Caring, 30 Hour Famine by World Vision, the Closet in Herndon, an Appalachia Mission Trip, and the Antietam Memorial Illumination. Fellowship events include weekend trips to Williamsburg/Busch Gardens and Rehoboth Beach. Other special activities are sponsored by the Youth Group for the parish/community: St. Patrick's Day coffee hour, an Easter egg hunt, a Halloween Party, Christmas Eve Illumination, and Christmas Caroling at Harbor House Senior Center.



The youth group meets once a month to plan upcoming events.

For further information email [lesliec@saint-timothys.org](mailto:lesliec@saint-timothys.org)

## Pastoral Care

St. Timothy's Pastoral Care Ministry provides support to others in times of trouble, both large and small, through several ongoing programs.

Our "Helping Hands" ministry sends sympathy and get well wishes, makes meals and delivers them, reads to others, or provides transportation to doctor's offices for those unable to drive. Members of this ministry pray for others, maintaining a prayer chain, visit those who are hospitalized or home bound, and host receptions in Henry Hall following funerals.

Stephen Ministers are lay people providing confidential, one-to-one Christian care to individuals within our congregation and community who are experiencing difficulties and challenges in their lives. Stephen Ministers receive over 50 hours of formal training in providing emotional and spiritual care. They take the time to listen and walk beside someone who is facing a crisis or a life challenge.



St. Timothy's Shawl Ministry, a "loosely knit group," meets twice a month to create prayer shawls and other knitted items with special meaning. Each shawl is blessed by the group and given to someone in need of comfort. The Shawl Ministry welcomes all, particularly those interested in learning to knit or crochet.

Email: [pastoralcare@saint-timothys.org](mailto:pastoralcare@saint-timothys.org)



For information about Stephen Ministry, or to request a Stephen Minister, please email [st.stephen@saint-timothys.org](mailto:st.stephen@saint-timothys.org)

## **Service**

Our Service Ministry researches and identifies local, national and international organizations in need, educates the congregation about those needs, and raises awareness and resources for these charities. Funding for these efforts is raised through special “Agape” offerings, which are donations by members of the congregation made in addition to our regular offerings. Throughout the church year, the ministry promotes opportunities for volunteering and giving. These have included: collecting backpacks and school supplies for disadvantaged area children; organizing volunteers for the Closet, a local charitable, second-hand store; supporting Loudoun Abused Women’s Shelter; coordinating donations of groceries to LINK, a local food bank; conducting an annual flu shot clinic, gathering a team for the “Help the Homeless” community walk and adorning our Holiday Angel Tree with gifts for our neighboring families in need at Christmas.

Email: *service@saint-timothys.org*

## **Hospitality**

Our Hospitality Ministry provides St. Timothy’s parishioners and newcomers with a warm welcome, organizing and hosting various social events throughout the year including Sunday coffee hours after each service. We encourage parishioners and newcomers to join us after each service for fellowship and refreshment. Hospitality is also responsible for the annual parish luncheon in January, the Bishop’s luncheon, and “Welcome Home” Sunday.

Email: *hospitality@saint-timothys.org*

## Communications

Our Communications Ministry keeps congregants and the larger community informed of all the ministries, outreach activities, and special worship services of St. Timothy's. Members issue press releases, maintain our website, publish the monthly "Word" newsletter and the weekly bulletin, and gather and publish other information about activities and special events hosted by our Church family.

Email: [communications@saint-timothys.org](mailto:communications@saint-timothys.org)

## Open Arms

The Open Arms Ministry welcomes newcomers, encourages newcomer awareness, and strives to make everyone feel at home at St. Timothy's. Members sponsor newcomers' receptions, greet people before and after Sunday services, send brochures and information on St. Timothy's to new area residents, and deliver gifts of baked goods to area visitors.

Email: [openarms@saint-timothys.org](mailto:openarms@saint-timothys.org)



## Buildings and Grounds

St. Timothy's Buildings and Grounds Ministry oversees the repair, maintenance, and enhancement of our property and buildings. Members ensure the grass is mowed, the grounds are maintained, the snow is removed, and repairs are made to the building expeditiously. The Buildings and Grounds Ministry recently oversaw the completion of our enclosed courtyard.

Email: [building@saint-timothys.org](mailto:building@saint-timothys.org)

## Finance

Our Finance Ministry is responsible for reviewing annual ministry budget submissions and preparing an overall budget for St. Timothy's based on projected income. This budget is then submitted to the Vestry for approval.

Email: [finance@saint-timothys.org](mailto:finance@saint-timothys.org)

## Vestry

Our Vestry members are baptized Christians of at least 18 years of age, elected by the congregation to serve as the legal representatives of the Parish in all matters concerning its corporate property and the relationship of the parish to its clergy. Each of our twelve vestry members serves one term of three years; the terms rotate so that four vestry members are elected every year during services preceding St. Timothy's annual parish meeting in January.



### Officers

Senior Warden - Michael Cook  
Junior Warden - Dave Hixon  
Treasurer - Rick Wilson  
Registrar - Jillian Hajdasz

### Liaisons

Buildings and Grounds - Steve Page  
Communications - Patrick Hobson  
Education - Hollis Colie  
Open Arms - Genevieve Zetlan  
Finance - Kathy Lombard  
Hospitality - Tricia Mussante  
Service - Pat Rhoads  
Stewardship - Jim Hendrick  
Worship - Cheryl Brock  
Youth - Keith Pinkard

# Becoming a Member

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We invite you to make Saint Timothy's your church home. If you have already been baptized in the name of the Father, The Son, and the Holy Spirit, you are welcome to receive Holy Communion at St. Timothy's.

If you have not been baptized, both infant and adult baptism is available to you at St. Timothy's. Adult candidates may be instructed by the clergy, prior to receiving the sacrament of Holy Baptism.

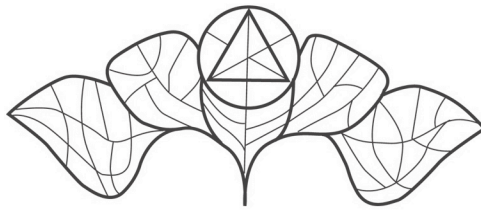
You can become a member of St. Timothy's congregation by providing a copy of your baptismal documentation to the church office or filling out our online form at <http://www.saint-timothys.org/membership.asp>. St. Timothy's will then initiate a membership transfer. Once the transfer is complete, your name will be entered into our Parish Register and you will be notified that you are officially a member of St. Timothy's church family.

To remain a member in good standing, you must attend at least three services per year and contribute annually to the church. Members in good standing may vote in the annual meeting (held in January), vote in church elections, and hold church offices, including membership in the Vestry.

Confirmation is the rite in which an Episcopalian expresses a mature commitment to Christ, and receives strength from the Holy Spirit through prayer, anointing and the laying on of hands by a bishop. Instruction by the clergy is required prior to being confirmed.

If you've been baptized and confirmed in a different denomination, you may elect to be received into the Episcopal Church in a ceremony presided over by a bishop. Instruction by our clergy is a prerequisite to reception. If it's been a long time since you've been to church, you may choose to be reaffirmed. This is an opportunity to reclaim your place in the church's fellowship.

Please inquire at the church office if you are interested in baptism, confirmation, reception, reaffirmation, or transferring your membership to St. Timothy's.



**St. Timothy's Episcopal Church**  
**Parishioner Information Collection Form**

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**Part I - Household Information**

Household mailing label name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, ST, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

*The phone number above is unlisted. Please do not publish it in the church directory.*

*Please omit our household from the church directory.*

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**Part II - Personal Information**

Please transfer my/our church membership to Saint Timothy's at this time.

***Individual 1***

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_

e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_

DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_

Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_

Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_

Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

***Individual 2***

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_

e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_

DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_

Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_

Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_

Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

***Privacy:*** Once the information on this form is entered into our confidential protected database, this form is deleted or shredded. The information is used only for internal church administration and record keeping.

**Individual 3**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_  
e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_  
Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_  
Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_  
Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

**Individual 4**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_  
e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_  
Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_  
Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_  
Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

**Individual 5**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_  
e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_  
Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_  
Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_  
Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

**Individual 6**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Jr/Sr/etc. \_\_\_\_\_  
e-mail: \_\_\_\_\_ work phone: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
DOB: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Marriage Date: \_\_\_\_\_  
Baptism Date: \_\_\_\_\_ Baptism Place: \_\_\_\_\_  
Confirmation Date: \_\_\_\_\_ Confirmation Place: \_\_\_\_\_  
Alt. Address: \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_

**Privacy:** Once the information on this form is entered into our confidential protected database, this form is deleted or shredded. The information is used only for internal church administration and record keeping.