



ST. MARK'S EPISCOPAL CHURCH
Annual Report 2011

600 Colorado Avenue
Palo Alto, CA 94306-2510
(650) 326-3800

WWW.SAINT-MARKS.COM

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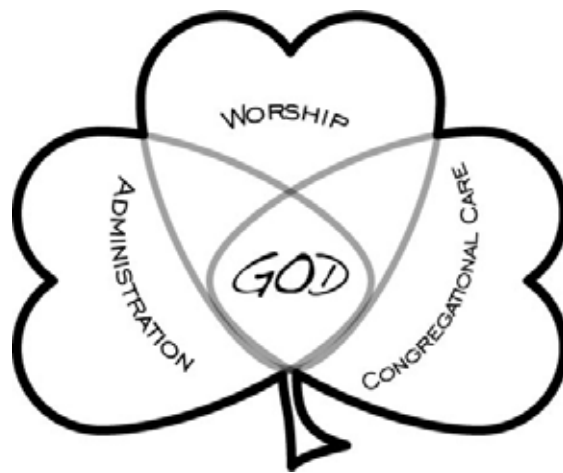
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THE RECTOR'S REPORT



WORSHIP

My priority is our devotional life. My coordination of Sunday services, special services, weddings, and memorials includes working with all our staff members and various Ministry Teams (Liturgy Commission, Altar Guild, Servers, Flower Guild, Greeters, Healing Ministry, Lay Eucharistic Visitors, etc.) to create Christ-centered worship that retains the best of the Anglican tradition while also sustaining vibrancy and creativity. My hope is that we deepen our faith in our God and in each other so that we may proclaim the good news of the gospel. Spiritual growth is our most important goal.

This community has been blessed over the years with a talented and faithful staff of deacons, priests, musicians and active lay leaders who value meaningful worship. It's a privilege to guide and support these liturgists. **Romain Kang**, now as Vestry Liaison, continues to be a wonderful support for the Liturgy Commission. **Rev. Rob Keim**, has been a blessed and helpful presence in many ways. **Rev. Richard Peterson**, though officially retired, continued to offer his pastoral experience to the Lay Eucharistic Visitors (visitors to the homebound) and those offering healing prayer. We are consistently blessed by our excellent music leaders, **Rebecca Maggi and Jim Welch**, and our devoted choir, including new members and new section leader **David Saslav**. Rebecca Maggi directs the music program with great talent, personal warmth and faith and Jim's talent and devotion is obvious in both worship and his wonderful concerts. We will continue to emphasize music as an important part of our worship and spiritual formation. We have been blessed with the ongoing presence of the **Rev. Dr. Rebecca Lyman** and her wise and engaging sermons and forums and guidance with Adult Education! Seminarian **Mary Greene** (though her official fieldwork here had ended) and intern **Rebecca Barbee** have both been a blessing in many ways as well. Rebecca Barbee discerned that she was not called to ordained ministry but, rather, could and would best continue to serve the church as a lay minister.

As we searched for a permanent Associate Rector we began the year with an Interim Associate Rector, the **Rev. Coryl Lassen**. Corrie's preaching, liturgical presence, pastoral care and teaching gifts were great assets and appreciated by all. Our new Associate Rector, the **Rev. Salying Wong**, who began in August has blessed us with many gifts and a faithful devotion to a comprehensive priestly ministry. Her liturgical and preaching gifts, organizational skills, creative and perceptive teaching and her compassionate pastoral care is a true gift to this community and to me personally.

CONGREGATIONAL CARE

The care of the congregation (and our care of each other and others in need) can be categorized into three areas: **1) Nurture, 2) Evangelism and Membership, and 3) Christian Education.** With other clergy, staff members and lay volunteers I offer pastoral care to parishioners. I counsel, I visit people who are sick in the hospital, I meet with mourners to plan memorials, lovers to plan Holy Matrimony, and parents and godparents to celebrate a new baptism. I do my best to help other leaders in the parish to be caretakers. I am often inspired by the mutual care taking I witness in the community.

There is always more ministry and caretaking needed than time available in the day for any ministry and any position. Hence, we were truly blessed that **Andrea Black** assumed the Youth Coordinator position over a year ago and shared her remarkable talents as pastor and coordinator for our teen members and their friends through November. **Joanie King**, similarly, served as our Children and Families Ministries Coordinator with fresh creativity, devotion and keen enthusiasm through June. **Kathy Chen**, a hearty parishioner/volunteer at the time, valiantly stepped into the position to sustain these ministries through the rest of the year while we searched for and called a new staff person to oversee a new combined position overseeing our children's and teen's ministries. We owe our gratitude to all three of these talented, wise and generous souls for their devotion to our teens and children! Combining these two positions into a **new, more comprehensive position**, with **Kesey Hanf** in 2012, holds great promise for the parish as a whole.

Two very important Ministry Teams that engage in Evangelism are **Membership** (thank you co-chairs, **Mego Tracy** and **Anne Anderson**) and **Stewardship** (thank you former chairs, **Michele Liencres** and **Jonathan Luk** and present chair **Nancy Crewdson**). These teams work to support each parishioner's gift of time, talent and treasure, welcome newcomers, and invite all members into the life of the parish. Along the way we strive to learn more about following Christ. One of my favorite ministry activities is meeting with new people and hearing the "story," of their faith journey, and then watching, and sometimes helping them find their way in this community. We continue to seek ways to strengthen these vital ministries, for example, continuing to improve St. Mark's website and communication so as to be a more welcoming community (thank you John Edson) and trying new approaches to year round stewardship and sharing our faith. There is always both ongoing need and progress in the area of evangelism.

Christian Education programs are one of the major ways we deepen our faith. I have seen great signs of progress since coming to St. Mark's in the education programs for children, teens and adults. There is much to celebrate here, with ongoing programs, new programs and explorations - Bible Study, Lectio Divina, Sunday Forums, the Lenten Series, ongoing and new Small Groups, training for Lay Eucharistic Visitors, various women's events, more programs for men, the teen ministry and our hard working adult volunteer youth ministers (thank you **Kristen Fay**, **Nick Fey**, **Melissa Price** and **Kiley McDermott**), a large, comprehensive confirmation program led with care and enthusiasm by **Rebecca Barbee** and **Matt Santos**, leading to the confirmation in November of 13 young people, Inquirer's classes, all the children and parent programs – all are a part of our ongoing education of the faithful. Thanks to the **Youth Commission** (Chair, **Debbie Clark**), **Adult Education Commission**, **Rev. Salying Wong**, **the Women's commission** (Chairs **Carrie LeRoy** and **Lauren Burton**) the **Children and Family Commission** (chair **Jennifer Buenrostro**). Meaningful programs for all ages will continue to be a priority.

Our **Outreach** efforts are a vital part of our identity and education as faithful Christians. Thanks especially to chair **Susan Dansker** and the growing members of the Outreach Commission. See page **26** for a separate report on our **Youth Advocacy** and our work towards the social and emotional (and spiritual!) health of the teens in our community. We will continue to make our service to those in need a priority. Our staff is also continuing to coordinate new ways to minister to our own parishioners in times of special need. In terms of **financial outreach** we raised and donated more than **\$70,000** to non-profits and people in need in 2011. Our Advent Outreach was an effort to support St. Andre's School in Haiti and locally, Next Door Solutions to Domestic Violence. See page **24** for The Outreach Commission report.

ADMINISTRATION

Always the least favorite aspect of my vocation but incredibly important is the challenging effort to organize all these ministries and tend to the business needs of a non-profit institution. Together, with the Vestry, I coordinate the staff and the various teams in terms of planning, administration, financial management, recording and communication. Regular Rector/Ministry Chair meetings and Leadership events have occurred. Thanks to the Ministry Teams and individuals who help with these administrative endeavors: **Buildings and Grounds – Jim Shinnick, Tom Mausolf and Dean Kratzer** (co-chairs); **Endowment Fund – Katie Snodgrass and Glen Kernick** (chairs); **Finance Commission – Paul Milo** (chair); **Personnel Committee – Jeannie Leahy** (chair) and **Commission for the Environment co-chairs Simon Binns and Kate Dreher**. It is truly amazing what we accomplish and sustain together. I am indebted to the leadership of the **Vestry**, especially the good and faithful work of **Margalynne Armstrong**, former Senior Warden, **Arcadio Morales**, our present Senior Warden, and present Junior Warden **Greg Snodgrass**. These leaders have my greatest respect. It has been an uplifting pleasure to work with them and we all owe them our gratitude for their wise and devoted leadership.

Our ongoing Long Range Plan (see p. 34) highlights our prayerful and scriptural approach to program and leadership goals. Both **Maureen Kennedy** and **LeeAnne McDermott** continue to efficiently develop the Treasurer and Business Administrator positions. **Katie Yate's** time was reduced in order for her to spend more time with family and we hired **Elyce Smith** as a new part time Office Administrator. Both are very talented and conscientious and this arrangement, resulting in more hours, has turned out to be more efficient for the administrative needs of the parish. Our Sexton, **Agustin Gutierrez**, has done exemplary work in much caretaking of the campus.

Thank you for your trust in my leadership. I look forward to the days ahead as the vestry continues to implement short and long range plans. These long range and annual goals point us to our future ministry by strengthening our identity as a Christian Community, our Outreach, our inclusive invitation to others, our own spiritual growth and leadership, and our efficiency as an organization. May we all grow closer to Christ and to each other as a result of these efforts. Thank you for being a part of the endeavor.

In Christ and in Thanksgiving,
The Rev. Matt McDermott

ASSOCIATE RECTOR'S REPORT

I, Salying Wong, began my ministry at St. Mark's in August and I already feel at home. The areas I oversee as staff and as clergy liaison are the following:

- Rota Administration and Sunday church altar party logistics
- Liturgical Arts Guild and Liturgy Commission
- Outreach Commission
- Women's Commission
- Children and Family Commission

Some highlights since the time I've been here: (1) The Liturgical Arts Guild put up the beautiful Angel designed by Elizabeth Bowden-Smith for Advent. It added decorated stars for the Season of Epiphany. (2) For Advent Eve, I gave a presentation on Mary called *A Year with Mary*. It followed the feasts of Mary in art and history. The Advent Eve Dinner was well attended. (3) I have worked with the various commissions (Outreach, Women, Children and Family) to strengthen and invigorate program and leadership. I will continue to do this.

In addition to these areas, I work with the rector on pastoral care, marital preparation, preaching, and celebrating communion. I also participate in some of the Adult Education.

On the diocesan level, I chair the Committee on the Dispatch of Business, which helps organize the annual Diocesan Convention. Once in awhile, I attend an Asian Commission meeting and, more regularly, I attend Deanery meetings.

In the long view, I am pondering how St. Mark's can be more deliberately a community of love and care. This is a particular interest of mine as I see church as a place where we ostensibly love each other. So, I am hoping to organize a network of people to "check-in" with those who might need a word of encouragement, some dinner, a ride to an appointment. I know that much of this already happens. But, what I would like to do is make this deliberate so that the margins of the community feel also a part of the fold.

I dedicate myself to praying for this congregation and listening to what God's love is calling from us. I am very happy to be here.

Respectfully submitted,
The Rev. Salying Wong

VESTRY REPORT

The Vestry is St. Mark's lay governing body and working Board of Directors. The St. Mark's Vestry has twelve members who serve staggered three-year terms. The Vestry oversees the spiritual, physical and financial resources of the church to promote its mission as a Christian faith community. The parish elects four Vestry members at the annual meeting. The Vestry and Rector meet monthly, except for July. At each meeting, one or two commission chairs make presentations to the Vestry regarding the work of their commissions, a financial report is provided, and the general business of the church is discussed. Additional Vestry meetings are held as necessary. The Vestry also gathers for an annual retreat near Pentecost, when the newly elected members are installed, to plan for the coming year. This year's Vestry members include Ken Bencala, Romain Kang, Ann Kenny, Gail McFall, Arcadio Morales, Mary Nichols, Susan Pines, Adam Ramsey, Laurie Reynolds, Carol Scott and Greg Snodgrass. Because one member resigned from the position, eleven members rather than the customary twelve comprised the Vestry this year.

Two members of the Vestry hold the office of Warden. The Senior Warden is appointed by the Rector and the Junior Warden is elected by the Vestry. One of the Wardens presides at Vestry meetings. In 2011 Margalynne Armstrong, Arcadio Morales, and Greg Snodgrass served as Wardens. The two Wardens and the Rector make up the Office of the Parish President (OPP). The OPP meets weekly except for the weeks the Vestry meets. At these meetings, parish matters are reviewed and the agenda for upcoming Vestry meetings is set. All Vestry members are also assigned as liaisons to various commissions and ministries. The liaisons are supporters of the commission ministries and bring Vestry concerns to the attention of the commission and commission concerns to the Vestry.

Using the Long Range Plan of 2010-2015 as a foundation for their work, Vestry member sought to implement the following goals through their involvement with commissions, ministries, and church activities: 1. To strengthen our relationship with God and to love our neighbors, local and global, as we love ourselves; 2. To support every member in ministering to every other member, and the larger community, both local and global; 3. To strengthen our ministries and develop our leadership.

In addition to a monthly meeting for commission and ministry chairs, presided over by the Junior Warden, the Vestry holds September and January Leadership Meetings to increase the effectiveness of every commission and ministry team. Both of these meetings explored the theme of ministry and management. Leaders focused on how their work has been ministerial—a service to others—and how to manage and maximize their work as lay leaders.

The Vestry and chairpersons of the various commissions and ministry teams are asked to attend these meetings, but all team members and parishioners are very welcome.

The Vestry also organized the Community Faire, the Stewardship Brunch and Stewardship Drive, and the Annual Meeting, among other activities.

The Vestry welcomes input from the parish. Please contact any Vestry member with any suggestions, concerns or questions.

Arcadio Morales, Sr. Warden

INTERN REPORT

My internship with St. Mark's was a challenging and deeply fulfilling experience. It was filled with opportunities for personal faith growth and exploration and allowed me to explore a potential call to ordained ministry. During the past year I preached, served at the altar and co-lead the Confirmation program. Through each of these ministries along with personal prayer and the support of my vocations committee I learned that ordained ministry is not my calling at this time. Happily my discernment did not end there - I also learned that my path is leading to work with teenagers and adults who are in the process of discovering themselves, what they believe, who they are and who they wish to become. This unexpected insight is exciting and invaluable and I thank the community of St. Mark's in allowing me to work with them over the past year.

Rebecca Barbee

564 COLORADO CORPORATION

Purpose/Description:

564 Colorado Corp. is a for-profit corporation that is 100% owned by St. Mark's Episcopal Church. All of 564's assets are invested in a Palo Alto home at 2727 Gaspar Court. The corporation has 3 directors: Paul Milo, Jonathan Luk, and Suzanne Bell, who are responsible to manage the corporation mainly by providing fiscal oversight and property management of 2727 Gaspar Court. Beth Janopaul is the business manager for 564. A set of by-laws, on file in the church office, governs the activities of the corporation. 564 Colorado Corp. provides, subject to adequate cash reserves, a monthly donation of \$700 to St. Marks Church.

2011 Highlights:

2011 was a stable year for 564 Colorado Corp. with the tenant renewing a 1-year lease in September at a modestly increased rate, and routine maintenance.

- Beth Janopaul remains invaluable as Business Manager completing tax filings, bill payments and interfacing directly with our tenants as needed. Paul Milo provides primary tenant management.
- Property maintenance during the year included new washer and dryer, toilets and microwave, and ant abatement service.
- The corporate annual meeting was held on December 18th, 2011 attended by Paul Milo, Jonathan Luk, and Suzanne Bell, directors; Beth Janopaul, Business Manager; and Arcadio Morales, Senior Warden.
- The corporation has a goal of, and been able to maintain a minimum of 3 months operating expenses in reserves.

Hopes for 2012:

To maintain full rental occupancy and deal with a moderate rental market dynamic. We will make every attempt to

balance the financial needs of the corporation with being a compassionate landlord. We will attempt to complete all needed repairs and updates to the property while maintaining cash reserves. We will strive to maintain our monthly donation at \$700 under these challenging conditions. We will respond quickly to requests from Vestry, Finance or the Rector regarding property usage options and related financial implications.

Jonathan Luk

ADULT EDUCATION

The Mission of the Adult Education Commission is to create viable and engaging opportunities for members of the St. Mark's community to learn to better understand God, our neighbors and each other through the intellectual, emotional and spiritual discernment of God's presence in our lives and to apply this knowledge to the daily living of our faith.

Adult formation programs at St. Mark's in 2011 included **50-minute Forums, Companions on the Way Small Groups, Baptism Classes, Inquirer's Classes**, the "**Listening for God**" series, the **Lenten Movie Series**, the **Advent Eve Dinner**, a **Lectio Divina** small group, **Retreats (Parish, Women's)** and diocesan educational opportunities (Conferences, Workshops) and articles in the Messenger.

Based initially on a Vestry initiative the Adult Education Commission and clergy continue to engage parishioners in **Small Groups**. Facilitators offer a variety of study selections: Contemplative prayer, scripture study, spiritual writing, theology and the study of spiritual disciplines. Groups continued practices such as Lectio Divina, centering prayer, and other forms of daily meditation as they studied texts. Thanks to **Dick Tingey, Nancy Crewdson, Phyllis Annett**, and **Louise Gulda** for ongoing leadership with various groups.

Additional opportunities for small groups were provided by parishioner-facilitators, such as **Ken Bencala, Ann Kenny and Charlotte Wilson**. Currently there are twelve such groups plus a men's breakfast groups. They range in size from 4 to 10 people and the total number of parishioners participating is about 50.

The **50-Minute Forum** occurs after the 10 am service on a regular basis. This year, we have offered programs on **Preparing for Death and Dying, Mary's Hours, Wired, Worries and Wonders, Recognizing God's Ministry in you (4 parts), The Work of GAIA, Being Christian in a Pluralistic World, Scripture Shared Among Muslim, Christians and Jews, Healing Work in Iraq and Afghanistan, and a three part Advent Series called "a Thrill of Hope"**. These forums have proved to be very rich discussions of spirituality and faith and the Adult Education Commission plans to continue them. Thanks to all those who led programs.

Once again, the **Lenten Series** offered the St. Mark's Community as well as Companions on the Journey and Grace Lutheran parishioners an opportunity for "Finding Faith at the Movies," a well attended discussion of five films facilitated by parishioners and guests. The **Advent Eve Dinner** was a rich combination of feast, music devotional program and ritual. Thanks to **Salying Wong** for a rich meditation on Mary, musicians **Peter Chen, James Welch** and **Rebecca Maggi** and dinner organizers **Gail Grant** and **Carla Bliss**.

The Adult Education Commission in its role as a member of the Outreach Alliance, also continues to find ways to support the **445th Civil Affairs Battalion** upon their return and to look for new ways to support veterans, especially those seriously wounded. One of our Forums, presented by Dr. Dean Winslow, focused on the sacrificial service of military personnel and the treatment of soldiers and local muslims.

Various parishioners, staff members and guest presenters offer their leadership with programs. These programs are well led and involve many parishioners despite people's struggle to make time in their schedule in order to participate. The Commission included **The Rev. Matthew McDermott, the Rev. Dr. Rebecca Lyman, Arcadio**

Morales and Mary Nichols (vestry liaisons), **Louise Gulda, Helen Brooks, Gingie Halloran, Dan Clendenin and Marie Highby** and others who continue to strive to offer relevant and meaningful programs to feed people's spiritual hunger and deepen their faith. A greatthanks is due these people.

The future holds much promise with an increase in lay leadership and the ongoing formation of small groups allowing people to gather together around various spiritual subjects, needs, and desires. In addition, we still hope to address the evangelical needs and hopes of St. Mark's under the Vestry's leadership with two new foci - one is progress made to add a creative arts section to the St. Mark's website to feature poetry, prose, music and photographs of St. Mark's parishioners and the second is to offer programs to the public that will address spirituality and contemporary issues. For example, we assisted with the Ascension service with our **Presiding Bishop, Katherine Jefferts Schori**, to Stanford University in June. We hope these projects will serve to present St. Mark's as a vital, inviting and stimulating spiritual community.

Rev. Matthew McDermott

ALL SOULS' MEMORIAL GARDEN

All Souls' Memorial Garden is a sacred place to honor and remember loved ones who have passed on to the next life. The garden provides a place for cremated remains of deceased parish members, their families and others at the discretion of the Rector. The All Souls' Memorial Garden Endowment Fund (slowly growing) affords our maintenance costs to be removed from our regular budget. We hope to continue to increase this endowment so that future maintenance and improvement may continue. Interred in 2011 were **Jane G. Bigwood, William C. McCain, and Don DeJongh**. May their souls and the souls of all the departed rest in peace.

ALTAR GUILD

Purpose:

The purpose of the Altar Guild is to help create and maintain an environment in St. Mark's Church and Chapel that contributes to meaningful worship for all who come our way. This is done in the following ways;

- Prepare the church and chapel for worship services
- Prepare communion kits for the Lay Eucharistic Ministers
- Wash and iron the altar linens and vestments as needed
- Maintain all of the silver and brass implements
- Assist the clergy in planning and carrying out Baptisms, Weddings, memorials, etc.
- Order supplies such as communion breads, candle oil, candles, communion wine, etc.

Mechanics

- We have two people assigned to each week-end.
- On Saturday, the chapel and church are set-up for the
- Sunday 8 AM service in the chapel and the 10AM service in the church
- On Sunday, "the team" completes the set-up for the 10AM
- service in the church and cleans up after both services.
- A special team sets up the chapel for the Wednesday service and cleans up afterwards.
- Several times a year, we gather for general cleaning, polishing, inventory and evaluation of "how we are doing".

We are always looking for additional members. This past year, we even had an entire family join who all serve together, so there are all kinds of possibilities for being part of the Altar Guild. This ministry is so essential to the smooth functioning of the various church services and offers a wonderful way to be of help to the St. Mark's community. Teresa and I feel fortunate indeed to have this team of people who quietly, devotedly and efficiently give of themselves each week. We hope that as you read this description, you might be moved to join us.

Teresa Downing & Anne Vosti, Co-Chairs

BUILDINGS & GROUNDS COMMITTEE

2011 MAJOR WORK ITEMS COMPLETED:

- Apartment above Office area finished in early February, 2011. This involved major renovation, cost was about \$12,000.
- Tree work – Huge branch on Eucalyptus tree needs removing as it is potentially dangerous and could fall across driveway. Various other trees needed thinning/trimming. Cost estimate is \$1,000.
- Repair Chapel Cupola – it is providing an entryway for squirrels & is much degraded. Cost estimate by Jim Shinnick is \$3,500.
- Re-roof the Chapel. The roof was not properly installed & was failing.
- Replace Chapel doors, currently indoor type. Obvious degradation (the South door is falling apart). Cost estimate is \$8,000 - \$10,000 per door set.
- New Stained Glass in Chapel Doors.
- Refinished Interior Doors in Chapel (1-pair).
- Re-Built Chapel Cross.
- Installed and Wired Speakers in Cupola (Simon & Jim S).
- Replaced Back door to Chapel.
- Replaced furnace for part of Parish Hall & Office. New thermostat is dual-speed fan for greater efficiency.
- Replaced water heater in Kitchen. Brownish water was coming out of taps.
- Replaced cement slabs between Main Church & Chapel (trip hazard & water run-off).
- Purchase leaf blower for use by Sexton.
- Simon Binns is installing a new sound system for the Main Church. Cost will be \$5,000+.

2011 MAJOR WORK ITEMS DEFERRED TO 2012:

- We need new carpet put in the Old Narthex and under the altar in St. Nicholas Chapel (Main Church). Cost estimate is \$800 - \$1,200.
- Need new carpet for the Chapel building.
- Dean Kratzer & Matt to do a walk-around to determine sprinkler system needs for this year.
- Need new entrance sign – (graffiti on current sign). Cost estimate is \$200.
- Repair broken windows in Parish Hall.
- Coat & stripe (seal) entire parking lot. \$6,000 - \$7,000
- Blinds for Kennedy room.
- Plan labyrinth for front lawn.
- New chairs for Office conference room – existing ones are falling apart.

Tom Mausof & Jim Shinnick. Co-Chairs

CHILDREN & FAMILY COMMISSION

Mission Statement

The mission of the CFC is to pass on our Christian faith and the church's rich heritage and traditions to our children and support the spiritual growth of families through meaningful programs and worship, ethical development, and engaging and resourceful communication.

Christian Formation

The Godly Play curriculum continues to spiritually feed the youngest school-aged members of the parish with hands-on learning in an engaging 3D storytelling format. The 4th and 5th graders follow a lectionary-based curriculum designed by the national Episcopal Church. These lessons help prepare our young people for Confirmation Class in their 7th or 8th grade year.

We are constantly striving to equip our volunteer teachers and greeters with the resources to perform their jobs most effectively. The Rev. Salying Wong has trained some Godly Play teachers and plans on offering a training every other month. We have also sent some Godly Play teachers to diocesan trainings. In 2012, the new CFC coordinator will go through a three-day long training

Family Ministry

The Annual Family Picnic

An all community event with great success, this serves to welcome in both newcomers and the summer season with fun and food in Hoover Park post the 10am service.

The Saint Mark's Family Choir

This multi-generational choir consist of pre-schoolers to retirees, a dozen or more of whom sing in quarterly performances during Communion at the 10 p.m. service. The repertoire consists entirely of rounds, "because you can't sing rounds alone," explains Founder and Musical Director Gail Grant.

Bright Lights

Founded in 2002 by Gail Grant, Bright Lights is part children's program/part outreach to the elderly/part evangelism. Available to children ages 2-12, a full two-thirds of the children who attend are not otherwise affiliated with Saint Mark's. Through monthly visits to a nursing home that include a program of singing, sharing and giving of crafts they have prepared for the seniors, the children learn important lessons about helping others. Anywhere from 12 to 20 children attend regularly. In the eight years Bright Lights has been in existence, they have made over 70 trips to the Palo Alto Nursing Center and have assembled over 5,000 hand-made crafts. Many of the Bright Lights families have been involved for at least five years. The program is dependent on bringing in new families with young children and is at a point in its lifecycle that it could use all of our help in promoting its wonderful work.

Baby Zone

The sound-proofed Rear Narthex has been outfitted for babies and toddlers, with foam flooring, a changing table, and age-appropriate toys. We launched the "Baby Zone" with a paid mother's helper, and have segued into self-monitoring so that our teenage helper can move into the toddler room, where attendance has grown this year.

Saint Nicholas Day

We featured a guest St. Nick to church this year for Saint Nicholas Sunday, and introduced a dramatic retelling of Saint Nicholas' legends, adding an outreach component in the form of St. Nicholas Mite Boxes for the friends of the Diocese of Jerusalem.

Family Outings

Recent Fall 2011 outings included: Ecumenical Hunger Project headquarters for food sorting (rescheduled), Ardenwood Farms for Pumpkin picking and fall harvest activities, The LDS Creche Exhibit and concerts, and a projected celebration of Chinese New Year/cuisine.

Appreciation/Encouragement for Volunteers

We reinstated the periodic mini-retreat for volunteers with teaching from Debby Bellingham in November. Participants really found the format and silent reflection to be enriching for both their personal walk and service to St. Mark's.

In 2012, we already have a good slate of events:

Love and Logic Classes

These classes are taught by Janada Clark in a five week series designed to help parents use tested tools on raising children. This already looks like a popular event.

Friends of the Groom

The Christian theatre company will be leading a dinner-style theater on Friday, a workshop retreat on Friday and will be doing the sermon on Sunday. This will be a fun multigenerational event.

Faith-Full Families

Families meet once a month to share a meal, play, create, and join together in a group blessing. The typical format begins with a presentation of a theme. Then, families break into individual groups for the craft project. Here the focus is on family ritual that appeals to the youngest as well as the oldest of the family. The potluck supper brings everyone back into a larger community and is followed by a closing community prayer that involves every member of the group. This ministry will be for families with children age three to fifth grade.

Goals for 2012:

- Recruit and train more volunteers for Godly Play and the 4th-5th grade classrooms
- Continue to host Children's Volunteer mini retreats (2x year)
- Begin having Host Families on Sunday mornings
- Continue Godly Play Refresher courses every 2 months
- Launch and grow Faith-Full Families program
- Offer regular outreach and community building opportunities for children and families

Respectfully submitted by
The Rev. Salying Wong & Kathy Chen (*interim coordinator from June-December 2011*)

CHOIR

Mission Statement:

The choir's mission is to enhance the worship of parishioners and members of the choir through the performance of beautiful and faithful music. This mission is a year round activity with many musicians (members and guests) involved. Many people give of their time and talents to help make our worship services inspiring.

Themes:

We offer time for learning and polishing music with our talents. Our responsibilities include keeping the standards high

for our group with an extraordinary weekly commitment year round. We also strive to respect others' talents within our group always keeping sight of the worship theme.

2011 Activities:

Many of our members enhance our worship experience. Jessie Jewitt plays the organ beautifully when Jim Welch has to be away. Romain Kang and Peter Chen step in frequently to grace us with their wonderful playing on the violin. We are always grateful to Richard Peterson for his contributions on his tympani and bells on Xmas Eve and Easter Sunday morning. We always enjoy hearing Randy Smith playing his trumpet descants to our hymns. Several choir members have prepared solos, duets, and trios this year. We thank Doris Williams, Gail Grant, Steven Suljak, Mark Adams, Katie Crewdson, Ron Hodges, Carrie LeRoy, Joanie Bigwood King, David Saslav, and Lauren Burton for preparing and performing solo or in these groups. Thank you all for your gifts!

For Easter this past year, the choir was able to perform a large work by Mozart, which included four soloists. It was thrilling to put this this together and I think that all of the choir members were happy with the outcome. The choir stepped up and prepared several difficult anthems in June of last year. We joined many other choirs from the Bay Area for the performance at the Ascension Day serviced at Memorial Church on the Stanford campus.

Again, we enjoyed a large showing of supporters (extended family and friends) for both of the Christmas Eve services. Both of the services were lovely!

This past year, Gail Grant, Deborah Bennett, and I reorganized our entire music library. We have a Permuted and Alphabetized Database with every piece whether it be in anthem book or single piece of sheet music. It is catalogued with Scriptural and seasonal references. It is also catalogued with appropriate suggested places in the worship service.

Many thanks go to Gail Grant, Deborah Bennett, and Trudi Reinhardt for organizing our music, folders, and choir files. We would be lost without you.

Music Needs:

We have quite a few new members and we are enjoying worshiping with these new people. We would be happy to welcome more parishioners. All of our members lead busy lives outside of the church community and this causes slumps in our attendance. You would be most appreciated. Please do not hesitate to contact me, Jim Welch, or any choir member with any questions or concerns you have about the choir.

Many thanks to our members and Jim Welch for all of their gifts and devotion!

Rebecca Maggi, Director

COMMISSION ON THE ENVIRONMENT (COE)

Purpose

The **Commission on the Environment** seeks to answer the call to love God and to love our neighbors by promoting care of God's creation in our own parish, in the lives of our members, and in the wider community. This shows our love of God by respecting and protecting the beautiful gifts God has given us. It shows our love of neighbor as we try to change our behaviors a) to strive to help those whose lives are currently impacted by the abuse of our planet, b) to endeavor to prevent global environmental disturbances that will disproportionately hurt the poor, and c) to work to leave a clean and healthy world for all children and their descendants.

We heartily thank the parish, including the vestry and the clergy, for embracing our ministry and for participating in our events. And we love to hear about how members share our faith-filled message with the larger community by

promoting environmental stewardship, for example, by purchasing biodegradable goods for a large school event or by promoting “green” practices at a business conference.

The Commission on the Environment continued to try to provide a range of activities and information resources to promote environmental stewardship in 2011.

Activities:

Special highlights:

- We actively sought to engage younger members of the parish in our ministry.
- We added summer activities to foster delight in God’s creation

Educational Activities:

- Locally-focused Carbon Fast / Creation Care calendars during Lent (March / April)
- Visit with the Youth Group (April)
- Docent-led Shoreline Walk (July)
- Star Party at Foothills Park (September)
- Recycling 101 (September)
- Green Gift guide (December)

Special events / campaigns:

- Catalog Choice anti-junk mail campaign (January)
- Medicine Disposal Day (February)
- Partnering with LiveGreene to support GAIA and Hotel de Zink (May)
- Low Carbon Locomotion Sunday (May)
- St. Francis Day Humane Society collection (October)
- Promotion of an Eco-theology lectureship at First Presbyterian Church (November)

Waste management:

- Welcomed our first youth Compost Concierges
- Created 3D signs displaying compostable items (and sunny Compost Concierge sashes) (June)
- Regularly helped people properly sort their waste at Agape
- Facilitated waste management at several large events, including: Annual Brunch, Mardi Gras, Easter Brunch, Parish Picnic, Ministry Faire, and Stewardship Brunch

Goals for 2012:

- Welcome new members, especially more youth and teens, and increase collaborations with our fellow ministries at St. Mark’s
- Call for and incorporate new ideas from the whole parish community
- Continue special forums and events such as the Recycling 101 campaign
- Promote reduction and reuse of goods as a first priority, e.g. by encouraging people to bring their own mugs to Agape
- Help transition to the use of recycled paper for church mailings and hand-outs
- Contribute to the creation of a spiritually enriching and environmentally sustainable landscape design
- Hold a “Worship in the Wilderness” service
- Coordinate film screenings and other events with environmental ministries from Trinity Episcopal (Menlo Park), First Presbyterian (Palo Alto), and First Congregational (Palo Alto) churches and other faith groups

God's creation calls out for good stewards. We hear the call from our spiritual leaders around the world and in our very own church. We hear the call from our brothers and sisters in poor countries who will be hurt by global climate change. We hear the call from our children who want to grow up on a clean, healthy, and divinely beautiful earth. With the continuing support of the parish, the vestry, and the clergy, we ask for the grace to respond to these calls in the coming year by engaging in more efforts to promote care for God's creation at St. Mark's, in our homes, in Palo Alto, and in the wider world through concrete activities, education, and advocacy.

Kate Dreher & Simon Binns, Co-Chairs

COMPLINE/EVENING PRAYER

Why

Compline is the last daily office of prayer and it marks the end of the day. The service gives thanks for the blessings of the day and serves to focus on God's gifts for the new day. It is an opportunity to offer intercessions for the St. Mark's Community, the Diocese and the Anglican Cycle of prayer as well as intercessions and thanksgivings for people we know.

Who

Lay members of St. Mark's lead the service that starts in The Book of Common Prayer on page 127. ANYONE CAN ATTEND!

Where

We meet Tuesday nights at 7:30 in St. Nicholas' Chapel. This is the chapel of the main church. Occasionally we are moved to another location and a note is taped to the door that tells where you can find us. We usually end around 8:15.PM

Please join David Tull, Francis Everitt, Randy Wilde, Dick Tingey and Page Sanders. Experience the power of prayer for your life and for those for whom we offer intercessions. Compline as a discipline, has endured since the 4th century. PLEASE JOIN US and know the peace of God's presence in our lives and the lives of others for whom we pray.

Page Sanders, Chair

CONCERT SERIES

St. Mark's continues to attract the finest performing groups from the outside. They seem to appreciate the acoustics, piano, organ, and the parking.

Music@Menlo again was one of the highlights of the year in terms of concerts, although they performed fewer concerts this year and may do even fewer in the future. I understand there is some discussion about reducing the presence of Music@Menlo on St. Mark's campus.

On the 4th of July I gave a lecture/recital as part of the American Guild of Organists' convention. My topic was Richard Purvis, who was Organist and Master of the Choristers at Grace Cathedral from 1947 to 1971. Simon Binns very generously helped me prepare a Power Point presentation for the event. I am also in the process of writing a biography about Purvis.

The Halloween and New Year's Eve concerts drew good crowds this year. My sons Nicholas and Jameson joined me

on the Halloween concert. The New Year's Eve concert consisted mostly of the music of Bach. People really seem to appreciate high class music, like that of Bach.

Jim Welch, Organist

DIOCESAN DELEGATION REPORT

The delegation from St. Mark's to Diocese of California at Grace Cathedral in October of 2011 consisted of Kaye Crawford, Virginia Debs, Teresa Downing, Gretchen Emmons, Michelle Gallagher and Lorna Paisley. Our alternate was Terence Moore. This year 2012 we suggest that the slate changes slightly. Terence Moore runs as a delegate, and Virginia Debs runs as alternate.

The business of the church at Convention is that we pass a budget for the year 2012, and pass an assessment resolution and a 2012 salary resolution for clergy salaries.

The following resolutions were adopted at convention:

1. We voted Disapproval of the Proposed Angelical Covenant.
2. We voted to strengthen the campus ministries at the colleges/universities within the diocese
3. We voted for better transparency when a bishop is elected in another diocese and will be sending this resolution on to General Convention this coming summer.
4. The usual response to the Bishop's address.

Finally, we passed some courtesy resolutions: Honoring St. Dorothy's Rest; Honoring Kitty Lehman's retirement and her many achievements within the Diocese and the National

Church; and honoring Jim Forsyth for his long service as Controller of the Diocese of California.

If you have any questions about the above resolutions, please ask one of the delegates for details.

Gretchen Emmons, Conveyer

EMERGENCY PREPAREDNESS TASK FORCE

St. Mark's Emergency Preparedness Task Force resumed work in the last part of the year with a new set of volunteers, with much help and some urging from Matt. Renamed the "E-Prep Task Force," the group met twice before a Christmas break and looks forward to a productive New Year. The team is currently working to identify and fulfill basic emergency preparedness needs for supplies, facilities, and training and also participated in a Diocesan Emergency Plan training event.

Tom Humphey, Chair

ENDOWMENT TRUST

St. Mark's Endowment Trust was established in February 1985 to provide an opportunity for members of St. Mark's to contribute to a permanent endowment benefiting St. Mark's. The Endowment Trust is separate from the operating funds of the Parish. In May 2007, the original trust agreement was updated and The Amended

and Restated Trust Agreement (“Amended Trust”) was completed. The Amended Trust establishes two funds, the General Fund and the Major Maintenance Fund. The income from the General Fund can be used to support any activity of the Parish. Under the General Fund, sub-funds can also be created for specific uses. There are currently two sub-funds under the General Fund, the All Souls Garden Fund and the Organ Fund. Neither the present principal amounts nor any future contributions to either fund can be spent. The earnings from the principal and the earnings from any future contributions are available for specific projects selected by the Vestry. The income from the Major Maintenance Fund can be used only for non-routine maintenance of St. Mark’s facilities that are not regularly provided for in the annual operating budget.

Contributions to either fund, by a gift or bequest, are very welcome. If a potential donor wishes to direct the use of his or her gift more closely than described (i.e., start a sub-fund of the General Fund), the Vestry and the Trustees must agree to the proposed conditions prior to acceptance of the gift.

A contribution in the amount of \$10,000 was made to the Major Maintenance Fund in November 2010. A contribution in the amount of \$2,510 was made to the Organ Fund in June 2011. There were no contributions received for the All Souls Garden Fund this past fiscal year (ended September 30, 2011).

There was a distribution in the amount of \$39,407 from the major maintenance fund in July 2011. The distribution was used to help fund the remodeling of the chapel which included a new roof, new doors and significant repairs to the cupola. There were no distributions from the Organ or All Souls Garden funds during the past fiscal year.

The total Trust income last year was \$6,785 which was primarily attributable to dividends from the funds in 2011. Due to the significant distribution in July 2011, there were no funds available for distribution as of the fiscal year end September 30, 2011. The Trust’s funds are invested in stock (domestic and international) and bond funds.

	September 30, 2011	September 30, 2010
TOTAL ASSETS	\$267,201	\$287,314
Trust Estate		
Major Maintenance	\$221,695	\$211,695
Gen Fund - All Souls Garden	\$ 39,643	\$ 39,643
Gen Fund – Organ Fund	\$ 14,158	\$ 11,648
Distributable Amount*		
Major Maintenance	\$ (6,675)	\$ 19,583
Gen Fund - All Souls Garden	\$ (1,194)	\$ 3,667
Gen Fund - Organ Fund	\$ (426)	\$ 1,077

**Negative indicates no distributable funds available*

Four Trustees govern the Trust and the general investment objectives are to preserve capital and generate income. Trustees can serve two consecutive four year terms. Glen Kernick has completed his second term. Katie Snodgrass has agreed to serve as a new trustee and will be ratified at the annual meeting.

TRUSTEES	TERM EXPIRES
• Patrick Heron	2015 (Second Term)
• Phil Lally	2014 (First Term)
• Robert Janopaul	2013 (Second Term)
• Glen Kernick	2012 (Second Term)

Glen Kernick, Trustee & Chairperson

FINANCE COMMITTEE

Who we are?

Matt McDermott (Rector), Marie Jorajuria, Beth Janopaul, Maureen Kennedy (Treasurer), David Kennedy, Phil Lally, Tom Humphrey, Vacant (Vestry Liaison), Paul Milo (Chair)

Purpose:

Meeting monthly, we review St. Mark's Episcopal Church's main financial investments and programs; review the annual budget recognizing income/expense exposures and make recommendations to Rector/Vestry; support the Treasurer in preparation of the St. Mark's Episcopal Church annual budget; review requests for funding from commissions and make recommendations to Rector/Vestry; create new programs to develop the overall financial strength and stability of St. Mark's.

2011 Highlights:

Finance commission meetings continued to be an excellent forum for the rector, treasurer and members to review St. Mark's Episcopal Church's main financial programs and investments; review performance against our budget and just talk about financial issues. Here are a few key items:

- Marie Jorajuria joined Finance: Marie has an extensive finance and non-profit background
- Reviewed options for new income including: higher income by rent increases on '564' property and church apartment
- Monitored 564 Colorado Corp Operations; Offered Several Suggestions to Directors
- Reviewed the budget at each meeting and analyzed spending gaps and exposures
- Helped Maintain a Balanced Budget by Effective Monitoring
- Supported Treasurer in Development of St. Mark's Annual Budget
- Met quarterly with Endowment trust to receive their report
- Support St. Mark's Legacy Society; Support communications to Parish Conducted Finance Training of Vestry Elect and Leadership
- Adam Ramsey was moved to a different commission as we felt we could function without a 'formal' vestry liaison

2012 Objectives:

Analyze income/expense results; offer advice and suggestions to Rector/Vestry as well as financial leadership; support fiscal responsibility in budgeting and budget achievement with commissions.

- Provide financial support to landscaping team
- New funding ideas: is present outreach ideal?
- Prepare estimates of our long term maintenance expenses
- Maintenance Funding: Identify Short Term Needs and develop a proposal for Funding Sources to Vestry
- Offer Finance Training of Vestry Elect and Leadership
- Support 564 Colorado Corp Management
- Maintain a Balanced Budget by Effective Planning and Monitoring
- Support Activities for Planned Giving Commission
 - ◇ Legacy Society Promotion and Education

Paul Milo, Chair

FLOWERS

Purpose:

- To provide floral arrangements in the church and chapel for Sunday services
- To assist with decorations for various seasons of the church calendar as needed

Flower Arrangers

- Currently, we are blessed with 5 talented flower arrangers. Each person takes a week-end responsibility.
- On Saturday, the “on duty” person buys and arranges the flowers in the church and chapel. This process takes between 3 – 4 hours.
- By using greens and flowers from our gardens whenever possible, we keep our dollar expenditures under \$100.

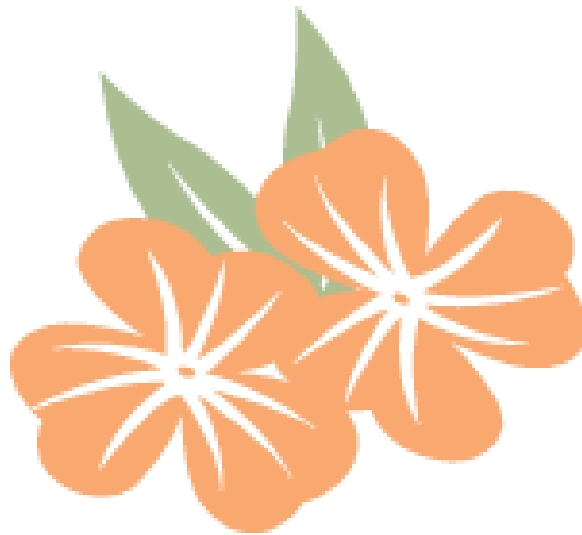
Goals for 2011

- We are always hoping for more people (men or women) to join our group.
- We would like to offer a “flower arranging” demonstration as a way of encouraging more participation.
- It has been suggested that people might like to give a donation and request a specific type of flower or color to celebrate a life or event. We always welcome suggestions and new ideas.

Thanks

It is so important to recognize Louise Beattie, Maureen Kennedy, Margalynne Armstrong and April Flowers for their loyal and creative talents. The arrangements are always so individual and beautiful that each Sunday I continue to be enormously grateful to all of these wonderful people for what they add to our worship services. And, they do it with a humor and energy that is uplifting indeed!!

Anne Vosti, Chair



GREETERS

Purpose:

Greet and welcome parishioners and visitors to the church services. Ensure that St. Mark's provides a welcoming presence to visitors and ensure that they are introduced to the leadership and community members so that they feel they have as positive an experience at St. Mark's as possible. Prepare the church as a welcoming environment for services, take the collection and ensure that the church has been properly closed after services.

Goals for the Coming Year:

Recruit and train new greeters

Objectives and Initiatives to Support Objectives:

- Welcome
- Seasonal Rota balancing greeter schedule
- Email list greeter@saint-marks.com, making it very easy to find substitutes
- Ensure that four new greeters are added to the roster this year.
- Integrate
- Communicate to new members that greeting is a friendly and gradual way to get engaged in the church. A good way to get to know other members and feel more a part of the congregation they have joined.
- Support Ministry Fair with Booth

Peter Anderson & Chris Nordlinger, Co-Chairs

LANDSCAPE TASKFORCE

Purpose

The grounds of St. Marks have some beautiful features such as the tranquility of All Souls Garden, the roses adorning the chapel and the mature plantings surrounding the church. The question has arisen, however, as to whether the landscaping and outdoor features of St. Marks are serving our mission optimally. The Landscape Task Force was assembled to evaluate

1. How we are using St. Mark's outdoor spaces,
2. What our needs are for use of those spaces, and
3. How we can move towards our landscape development goals.

Progress in 2011

The Landscape Task Force was reconstituted after having been inactive for some time. The group met to re-evaluate our goals and approach. We have identified both short and longer term needs for the outdoor spaces. We held a guided tour of the grounds open to all parishioners after a recent service, and collected the many suggestions from that activity. Many opportunities were identified, and the level of enthusiasm to move ahead with changes to several areas of the grounds appears to be high.

Goals for the Coming Year

- Using an inclusive and comprehensive process, solicit and prioritize ideas for changes to the St. Mark's grounds.
- With the help of a landscape architect, further refine our priorities and timeline for outdoor space renovations.

- Begin the landscape renovations focusing initially on those with highest priority and feasibility but without losing site of the more comprehensive, longer term goals.

David Clark, Chair

LAY EUCHARISTIC VISITORS (LEVS)

A Lay Eucharistic Visitor or “LEV” is a person licensed by the bishop, upon the recommendation of the Rector and approval of the Vestry, to take the consecrated elements, the Bread and Wine of Holy Communion, to members of the congregation who, by reason of illness or infirmity, were unable to be present at the Celebration of Holy Eucharist on Sunday.

The LEVs are members in good standing of our parish, are active within the parish, and have had training to be a LEV and provide pastoral care.

In 2011, the LEVs at St. Mark’s conducted more than 140 visits. Many thanks to the ongoing assistance of the Rev. Richard Peterson and the weekly coordination of visits by Carla Bliss.

Members of the team: Carla Bliss, Kaye Crawford, Teresa Downing, Louise Gulda, Jonathan Luk, Mary Nichols, Richard Peterson, Tim Price, Rob Keim, Laurie Reynolds, David Tull

The Rev. Rob Keim

LITURGY COMMISSION

The Liturgy Commission supports the preparation of worship services and events that embrace our rich liturgical tradition in creative, meaningful, and engaging ways. We focus on worship structure and style in which those present will be welcomed, supported, challenged, and strengthened in their Christian faith. The Liturgy Commission, in concert with the rector and clergy staff, supports various ministries (Choir, Compline prayer group, Flower Arrangers, Greeters, Healing Ministers, Lay Eucharistic Visitors, Hospital/Senior Services, Lectors, Prayer Calendar, Servers and Weddings). Input and participation from the entire parish is invited and encouraged.

In 2011 we saw strong participation in services with many volunteers, including youth serving as acolytes. Our intent is to instill a sense of reverent joy, awe and faithful understanding from all who participate in services. In addition to St. Mark’s clergy devoted members of the Commission include **Romain Kang, Rebecca Maggi** and **Anne Vosti**. **New Associate Rector, The Rev. Salying Wong, has been crucial to Liturgy Planning.**

We continued to review the use of space, aesthetics, sound and movement in the church.

We continue to miss Elizabeth Bowden Smith’s presence and strive to carry on her liturgical legacy through the **Liturgical Arts Guild** and an ongoing effort to sustain a creative and artistic approach to our worship and ritual at St. Marks.

The commission is presently without a chair.

Rev. Matthew McDermott

MEMBERSHIP COMMISSION

The **Membership Commission's** purpose is to encourage a welcoming and nurturing environment in the loving and diverse community that is St. Mark's. We do this by Evangelizing, Welcoming and Integrating new members. We help our parish grow by being a welcoming congregation and making our presence known in the surrounding communities. We encourage our parishioners to be loving, inclusive, responsible, accountable and nurturing. We strive to integrate new members into parish activities.

Highlights from 2011:

- Continued to implement effective Newcomer process (meeting, greeting, integration) through regular meetings with clergy and follow-up with newcomers. We especially focused on integration.
- Piloted Wednesday evening Potlucks in the Park during the summer.
- Held two Newcomer Desserts and two Newcomer Welcome Sundays, and welcomed over 60 new parishioners to St. Marks.
- Organized a series of small dinner groups and hosted another Pub Night.
- Coordinated (once again) the Annual Community Faire that was a resounding success.
- Helped to introduce and launch new monthly "business of the church" meetings to integrate commission chairs more fully into the life and overall operations of the church.

Goals for the Coming Year:

- Start a help wanted section in church mailings/communication to encourage any and all members to start small and grow their involvement.
- Investigate CMS and other options as membership database.
- Formalize role of all events sponsored by Membership by expanding commission and holding quarterly planning meetings (Small groups, Dinner gatherings and Pub and Food nights).

Objectives and Strategies:

Evangelize

- Continue to work with Women's Commission to help to promote St. Marks.
- Encourage current parishioners to invite friends to St. Mark's activities through all communication vehicles.
- Create opportunities that facilitate understanding and practice of articulating and sharing our personal faith stories.

Welcome

- Lead parishioners in strengthening their role in welcoming newcomers.
- Further publicize our fantastic child and youth programs including Godly Play classes, Youth Group, and Confirmation programs. Help to integrate our new Youth Group leader Kelsey.

Integrate

- Use Newcomer process, including events and follow-up phone calls to link newcomers to St. Marks and help evaluate possibilities for integration.

Anne Anderson & Mego Tracy, Co-Chairs

OFFICE REPORT

2011 was a good year for the office. The beginning was pretty much business as usual, with nothing too exceptional to note. The best and biggest changes happened later in the year, when Katie proposed to reduce her hours to 10 per week, and bring on an additional administrator to be in the office part time. Well, Matt and the Vestry went for it, Katie and LeeAnne spent the summer working out the details and going through resumes, and we were blessed with the addition of Elyce Smith as our new Office Administrator in mid-August!

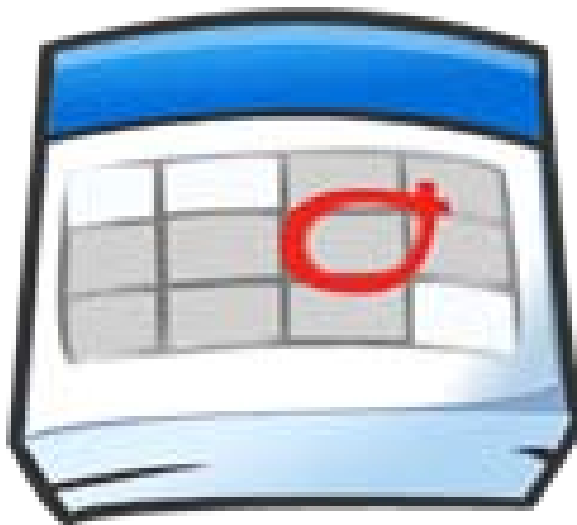
Elyce was a Senior Administrative Assistant at Intel for 11 years, and has brought much needed fresh ideas to the office procedures. She has been **very** busy fine tuning our space use and calendar policies and procedures, and helping to fill in the gaps on many of the projects Katie hadn't completed or that were at a stand still. She stepped right into her role and has been doing a fantastic job ever since!

Katie is now putting most of her focus on the website and monthly newsletter, and working on ways to improve the electronic communications of St Mark's, specifically with how information is sent to the parish and the public.

And with that in mind, we have an exciting new development in the works that we hope **everyone** in the parish will enjoy using! We are in the process of moving our parish database to a new system that is completely web-based and will allow each member of the parish the ability to control their own communication within St Mark's. Simply put, you will be able to view your contact information and make real time updates, view which commissions you are a member of, see your current financial contribution totals and print a statement if you wish, find other parishioners at St Mark's (rather than using an outdated directory!) and much more! We are very excited for the possibilities with this new program and the administrative details it will simplify for all of us.

Thank you again to the regular office volunteers **Ann Peterson, Gail Grant, Deborah Bennett, Peg Fuller, and Anne Vosti** - you are the office angels!

Katie Yates, Office Administrator



OUTREACH ALLIANCE COMMISSION

St. Mark's Outreach Alliance A Partnership of Caring



Mission Statement:

The Outreach Alliance Commission identifies needs, both local and global, with input from the congregation. We then encourage our greater congregation to participate in the ministries organized to meet those needs. We believe, as a church family, we can really make a difference. We have established long-term commitments to deserving ministries in our immediate community, as well as global life saving efforts. Our hope is to promote these projects by organizing hands-on and fund raising events in which St. Mark's families, friends and neighbors can participate.

Who we are:

The following people were active in Outreach meetings or activities: our clergy –Matt McDermott and Salying Wong, and Rob Keim. Other active commission members include: Michelle Gallagher, Carla Bliss, Kate Dreher, Lorna Paisley, Gretchen Emmons, Gail Grant, Trudi Reinhardt, LeeAnne McDermott, Gail McFallChair: Susan Dansker

Outreach Structure and Governance:

Outreach Alliance continued to focus on engaging the St. Mark's community through compelling Outreach projects as well as partnering (allying) with other commissions. Our governance process is maturing with use. There are four levels of support; **endorsed** – a project is valuable but we support it with a monetary contribution only; **supported** – a project is managed by one or more members of the Outreach Commission with minimal support from the committee; **sponsored** – St. Mark's fully participates in fundraising, and/or participation and publicity, and **incubating**, for ideas that need more thought and planning. We also continue to use criteria to use to evaluate proposed projects; they include: 1) "Go where the passion is" – has an active champion, 2) Supports the Millennium Development Goals, 3) Has a concrete plan, 4) Shows very direct benefit – demonstrable value, 5) Builds community within St. Mark's, and 5) Co-sponsorship with another commission.

In general, with our most heavily supported "sponsored" organizations, we will rotate our level of active support.

In terms of finances, the Outreach works in concert with the senior clergy to distribute some funds near the close of the fiscal year. In general, however, the Outreach Commission raises and distributes funds directly out of its project efforts. As a clarification, the line item in the budget marked under Outreach as "Diocesan Assessment" is not under

the purview of the Outreach Commission. This is an amount that goes to the diocesan office to support the broader church.

Areas of Focus in 2011:

Sponsored Organizations:

- GAIA (Global AIDS Interfaith Alliance)
- St. Andre's Episcopal School in Haiti
- Next Door Solutions to Domestic Violence
- 445th Civil Affairs Battalion in Iraq
- Hotel de Zink

Supported Organizations and Activities:

- Bright Lights
- Opportunity Center
- Blood Drive
- Food Closet - food and cell phone collection
- Palestine Relief fundraising
- Backpacks for Opportunity Center children (in conjunction with Children's Commission)

Endorsed Organizations:

- General budget and discretion accounts; approximately 20 organizations received small \$ grants at the Rector's discretion.

Plans for 2012

Our plans at this point for 2012 include continuing our strategy of a 'seasonal' approach, and targeting different activities for different times of the year. At this point, these 'seasons' roughly include Advent, Lent, and summertime. We will also continue to monitor the number of initiatives we support in order to avoid 'compassion fatigue' and overload of the congregation. We feel we are more effective focusing more effort on fewer things.

The children of St. Mark's are actively participating in Outreach Alliance projects. The children made a welcome banner for our guests at Hotel de Zink.

There will be a big spring event to benefit for United Religions Initiative. Watch for more information.

The Blood Drive has growing support. This was due partly to the personal testimony of several parishioners the Sundays before the drive. We will continue to sponsor a June Blood Drive, as well as the December Blood Drive.

We encourage people to support Outreach activities through either fundraising or 'time-raising' i.e. finding opportunities to volunteer their time for a good cause, whether it is once a week or an hour a month. As Kate Dreher, Outreach member says "*One of our top priorities is to make it easier for people to find a volunteer opportunity that can bring satisfaction, and maybe even joy!*"

With gratitude for our blessings,
Susan Dansker, Chair

YOUTH ADVOCACY OUTREACH

St. Mark's Advocates for Youth began meeting in Fall, 2010 in response to the multiple tragedies involving Gunn students. We are a local organizing committee of Peninsula Interfaith Action. Members of our group met with, and continue to meet with, various experts in youth social/emotional well-being as well as city officials. Input from these meetings and information gained from other resources led us to focus on **connectedness** in our school system. This past year (2011) we continued our efforts to ensure long-term change in the environment for our kids

Our Goal: All kids must be connected to at least one adult in his/her school.

Efforts taken to achieve this goal:

- We have joined with Peninsula Interfaith Action (PIA) and other faith communities to identify and advocate changes at our school. We meet at St. Mark's very 2-4 weeks and make an annual donation to PIA.
- Multiple research oriented meetings with school and city officials have taken place. In addition, many meetings with individual school board members, PAUSD administrators, local school administrators, and Project Safety Net participants.
- We have successfully reached out to other churches/synagogues in our efforts to reach this goal.
- On February 13, 2011 we held a public meeting in the Parish Hall with school with school administrators including PAUSD Superintendent Kevin Skelly. Over 150 people were in attendance including several public officials and representatives from a number of other faith communities. In the meeting we reviewed the progress that had been made over the prior eighteen months and the work that was still needed. It was evident to all that our work was not done. Public reaction to our meeting may be found at http://www.paloaltoonline.com/news/show_story.php?id=20193
- A position paper from our Rector, Matt McDermott, was published in the Palo Alto Daily. See http://www.paloaltoonline.com/weekly/story_print.php?story_id=14546. The editorial prompted 26 responses to the editor. In addition our efforts were cited several times in the Palo Alto Weekly include the following: http://www.paloaltoonline.com/weekly/story.php?story_id=15611
- We expanded our "connectedness" efforts to include the three PAUSD middle schools, and not just the two high schools.
- Many members of our group attended numerous key school board meetings to urge members and Superintendent Skelly to make connectedness a Focus Goal again for the 2011-2012 school year. The school board voted to accept this Focus Goal on September 2011. In addition, we note that the language of "connectedness" and socio-emotional health is being used much more broadly.

What are we doing now?

- The systemic change we seek is not a quick fix. Nor, is it the roll out of a single program. Instead, it is a culture change that will take several years. It is a marathon and not a quick dash. To that end, in November we began to dial back on the frequency of our meetings.
- We continue to monitor the "connectedness" efforts across the five PAUSD schools, and work with local school officials to "connect" our kids. We will not go away.

St. Mark's Members: Rob Keim, Greg Smitherman, Matt McDermott, Maureen Simons, Carrie LeRoy, Ann Kenny, Debbie Clark, Gretchen Emmons, Becky Sanders, and Roxanne Duvos. Representatives from other faith communities are in regular attendance as well as Mary Klein, past Director of Peninsula Interfaith Action (PIA).

The Rev. Rob Keim

PERSONNEL COMMITTEE

Purpose:

The purpose of the Personnel Committee is to support the hiring and retention of the employees of St. Mark's and to establish and implement policies and procedures to ensure that St. Mark's remains a good workplace. Responsibilities include review of staffing requirements, compensation and benefit packages, compliance with applicable labor and employment laws, as well as compliance with Church and Diocesan policies.

Members: Jeannie Leahy (Chair), Maureen Kennedy

2011 Highlights:

- Supported Rector in the transition and hiring of new Associate Rector and new position of Children, Families and Youth Ministries Coordinator
- Offered advice and assistance in reviewing and resolving other personnel and diocesan matters

2012 Goals:

- To continue to support existing and newly hired church staff as needed
- To support and assist the Rector, Associate Rector and vestry in any Personnel issues
- To support continued compliance and good practices in personnel area

Jeannie Leahy, Chair

PLANNED GIVING & ST. MARK'S LEGACY SOCIETY

Planned Giving is the inclusion of any worthy organization in your estate plans. In 2010, St. Mark's Vestry established a formal Planned Giving program and established St. Mark's Legacy Society to recognize those who have remembered St. Mark's in their wills or living trusts. As of the end of 2011, ten families have become members of the Legacy Society. If you have remembered St. Mark's, but haven't told the Rector about it, please do, so that you may be enrolled in the Legacy Society. If you desire to remain anonymous, please tell the Rector anyway, and your wishes will be honored.

Planned gifts can take many forms, including a simple bequest and more complex arrangements such as a charitable gift annuity. The latter can provide both current income and tax advantages. I will be happy to answer any questions about Planned Giving. The motivation for most of us in making a planned gift is a strong belief in the work St. Mark's is doing in the community and a desire to help ensure that work will continue in the future.

Even if you do not feel able to make a planned gift to St. Mark's, it is important that you have a will or living trust. The lack of a will or trust can result in serious problems for your surviving family. This is particularly important if you have minor children. Wills are not just for the elderly! Because of this, the Diocese of California sponsors will-writing sessions at parishes throughout the Diocese from time to time. At these sessions, a family can draw up a simple will for a very modest cost. Whenever there is a will-writing session scheduled at St. Mark's or a nearby parish we will let the parish know.

Phil Lally, Chair

STEWARDSHIP COMMISSION

Our **mission** is to weave the fabric of stewardship into every element of our corporate culture and consciousness.

The theme for 2011-2012 was **Come, and I will refresh you.** As God's hands, feet, eyes, ears and mouth, our task is to take action, to respond actively to God's many blessings - and to provide the financial support for our continued programs. We strive to promote an constant and universal attitude of thanksgiving to God's many blessings, leading to an outpouring of participation, loving relationships, and financial support for the work of St. Mark's Church.

Our main event is of course the Annual Pledge drive, but our underlying message is that true stewardship means:

- To pay attention to God's grace through out each day (be mindful and present)
- to be always thankful especially when confronted by obstacles and pain
- to work consciously on deepening our relationships with those around us so to love our neighbors as ourselves
- to enhance the depth of our spiritual lives by prayer and discipline
- to respond generously with pledges of grateful financial support to support Saint Mark's
- to be good stewards of our mother earth, our world, our community, our work, our families and our own spiritual health

Members of the Commission are Jonathan Luk and Nancy Crewdson (Co-Chair), Romain Kang, Susan Pines, Diane Guinta, Jan Hafner, Mary Haag, Crystal Larson (Brunch Coordinator), and Matt McDermott (Rector). We would love for you to join us, if you feel so moved!

Let's all thank **Elyce Smith** as the quiet and efficient person behind the scenes who makes it actually happen. Her excellent work prepares brochures and written material, and keeps track of the pledges.

Annual Pledge Drive activities include

- Strive for 100% participation from all members
- Working with the Finance Commission, Rector, and Treasurer to identify the vision and needs for the annual operating budget
- Working with Rector and Wardens to develop the theme and message of the drive
- Working with Rector to create the vestry calling script, Stewardship brochure, drive schedule, and identify potential authors for the Stewardship theme articles
- Invite and coordinate Stewardship theme articles by fellow parishioners in the November Messenger newsletter
- Deliver Lay sermon (this year by Jonathan Luk)
- Plan and execute the Stewardship Kickoff Brunch (hosted by Vestry)
- Create balanced calling list of parishioners distributed among Vestry, Finance Commission and Stewardship Commission
- With the Vestry, personally contacting all members before the brunch, during the pledge campaign, and follow-up.

This year we used a traditional pledge campaign consisting of a mailing and personal call to every member, with our goal always for 100% participation.

Let me close with my favorite inspiration:

“Live this life and do everything you do in a spirit of thanksgiving”
Jonathan Luk & Nancy Crewdson, Co-Chairs

CONGREGATIONAL VOCATIONS COMMISSION

It is the duty of the Vocations Commission to support those within the congregation who aspire to the ordained ministry of deaconate or priesthood. The commission has the job of assessing the suitability of each individual by working from a clear set of standards set up by the church at large.

The Vocations Commission is currently quiescent as the parish has no declared aspirants for ordained ministry,

Margalynne Armstrong, Chair

WOMEN'S COMMISSION

The Women's Commission plans and implements a variety of events for the women of St. Mark's every year. The purpose of the Commission is to nurture the spiritual life and community of women at St. Mark's. Official Commission members in 2011 included: Rev. Salying, LeeAnne McDermott, Carrie LeRoy, Gail McFall, Lauren Burton, Carol Scott, Joanie Bigwood, Margalynne Armstrong, Carla Bliss and Tina Shinnick. In 2011, we sponsored a Women's Day Retreat, two Women's Teas and promoted the monthly Women's Spirituality Group, founded by parishioners Nancy Crewdson and Debbie Clark. Commission members led or facilitated several of the monthly meetings of the Women's Spirituality Group, including sessions on Taize Prayer, the Anglican Rosary and the work of Leymah Gbowee, one of the three women awarded the Nobel Peace Prize in 2011. The Commission has also been actively working with the Membership Commission to improve upon connecting women who are new to St. Mark's with others and including them in activities that may be of particular interest to them. We hosted a new women parishioners' potluck in July of 2011 and plan to have another similar event in the summer of 2012. We created a Google group to encourage the women of St. Mark's to share ideas and information about community events that may be of particular interest to women seeking to grow spiritually. This has thus far proven to be a helpful tool and forum. Through this group, we were able to organize a group trip to see the poet Mary Oliver in San Francisco and a spiritual retreat at the Mercy Center in Burlingame. We look forward to another great year in 2012—a weekend retreat at Pajaro Dunes called "Sisterhood-by-the-Sea" and we're planning more events that will hopefully inspire us to grow in and express our love of Christ and for each other.

Carrie LeRoy, Chair

YOUTH MINISTRY

We create a spiritual time and space in which teens are invited, welcomed, engaged, supported and challenged to safely and confidently explore the world around them, grow in faith and maturity by learning about and incorporating into their lives the wisdom and values of our Christian tradition, and develop a commitment to helping others by strengthening their own awareness of God's call to live with compassion and to seek justice.

Youth ministries at St. Mark's exist to:

- Create a community that models God's unconditional love and acceptance as we have received it in the life of Christ;
- Discover and develop a personal relationship with God;
- Grow in compassion by understanding our own lives more clearly and deeply and seeing our interconnectedness;
- Develop a working knowledge of Episcopal tradition and practice, "working" in that it's embodied and provides tools we can use in our lives; and
- Have fun and celebrate our lives.

In its 16th year, the weekly youth group meetings continue to be the most prominent part of our program. Every Sunday night during the school year 15-30 teens (6th-12th grade) gather from 6-8 p.m. We begin each evening with a dinner that is provided by parents of youth group members. After dinner we do activities, play games, check in with each other and break into smaller groups for discussion and end the evening in prayer. Each weekly program focuses on a specific topic that is educational, inspirational and topical. For more serious discussions we bring in experts or guest speakers.

Youth group members are a diverse group who come from several different schools. Some come to St. Mark's just for youth group while others have been members with their families for years. The make-up of youth group changes week to week due to the teens' busy schedules. Some come to youth group each week without fail while others make it once or twice a month.

Our events continue to be popular. They are usually well attended with people both familiar and new to St. Mark's and are a lot of fun. Highlights from 2011 include the Shrove Tuesday Pancake Supper with the Parish, Beach Boardwalk trip to Santa Cruz, Tahoe ski trip and 30-Hour Famine. Some teens also attended Happening in February, 2011.

In November, 2011, 15 teens from St. Mark's completed the Confirm not Conform program under the leadership of Rebecca Barbee and Matt Santos. All were confirmed by Bishop Marc Andrus at Grace Cathedral on November 12. For the first time, parents of the confirmands organized a celebration in the parish hall the same evening which was well attended. Ryan McDermott volunteered his time as DJ and a great time was had by all.

Thanks to the leadership of our new associate priest, Salying Wong, the acolyte program continues to remain strong. Teens at St. Mark's are active in weekly church services, some serving as acolytes or book holders at Sunday services. Additional teens are involved in special services such as St. Francis' Day, the Maundy Thursday service and the Christmas Pageant. Some serve as greeters or other helpers in the Godly Play program and in the nursery.

The Parents of Teens program continued in 2011 with a special program for educating parents and teens on Facebook and other social networking sites. This was a two-part series held in March. The first week parents gathered for dinner and program at the home of Jonake Bose and Subutai Ahmad. Discussion was led by Subutai and Herman Schmit. The same night the teens had a program called "What's Your Status Update." The following week teens and parents met together for the Family and Facebook Forum to share ideas and have small group discussions. Another wine and cheese party is being planned for the parents early 2012. This was a successful event in 2010.

The Youth Ministry is collaboration between a team of Volunteer Youth Ministers, the Youth Commission, and the church staff. Youth Ministry Coordinator, Andrea Black, stepped down from her position at the end of 2011. The youth group Christmas party was her last official event. She served in this position for 1.5 years organizing weekly programs, special events and staying in communication with the teens on a regular basis through Facebook and e-mail. In December, 2011, Kelsey Hanf was hired as Children, Teens and Family Coordinator and officially began her new position in January, 2012.

Our regular Youth Ministers are Nick Fey, and Melissa Price. We also receive occasional adult support from Rebecca Barbee, Siew Kwok and Matthew McDermott. Members of the Youth Commission are: Debbie Clark (chair); Herman Schmit, Elisa Schmit, Jonake Bose and Ann Mendenhall. Jennifer Buenrostro provides great support to the team by acting as the youth group meal coordinator. We also receive the support and assistance from many parents.

The many talents and gifts of all who give their time help us fulfill our mission in fun and loving ways. All our regular volunteers who are required to are working on completing or have completed their Called to Right Relationship training to comply with St. Marks' Abuse Prevention Policy.

Goals for 2012

- Planning and organizing a summer mission trip for teens and leaders.
- Incorporate more outreach opportunities and increase outreach projects for the youth group.
- Encourage more 10th-12th grade participation in youth group and church programs.
- Maintain a spiritually healthy and present core group of volunteers. Add 1-2 regular youth ministers.
- Increase Bagels and Bibles to twice a month. (Currently once a month.)

Our 2012 programs include:

- **Sunday Night Youth Group**, 6:00-8:00 pm: Exploring faith, fellowship and fun while building a sense of community.
- **Events:** Fun and adventure
- **Mission:** Intensive multi-day service projects.
- **Worship**, Sunday 8 am & 10 am: Gathering of faith community to give thanks and praise.
- **Bagels & Bibles**, every third Sunday 10 am: liturgy-based program for all youth group members

Debbie Clark, Youth Commission Chair

Thank
you

A ST. MARK'S REVIEW OF THE LAST SIXTEEN YEARS

LOOK WHAT WE HAVE ACCOMPLISHED TOGETHER! (AS OF JANUARY, 2012)

Additions since 1995:

- Sunday School at 10:00 a.m. (currently four classes: infant, toddler, pre-school, K-1, 2-3, 4-5)
- Expanded Lenten Series
- Teen Confirmation Class
- Adult Confirmation Program (Inquirer's Classes)
- Parish Prayer Calendar
- Jubilee Committee (50th Celebration)
- Sunday Junior and Senior High Youth Group Program
- Parenting Classes
- Faith-Full Families Programs
- Women's Ministry (Retreats, Book Group, Xmas Tea, etc.)
- Men's Breakfasts
- Parish Retreats
- Leadership Task Force
- Long-Range Vision Task Force and Plan
- Sexual Abuse/Misconduct Awareness Training and Policy
- Jordan Middle School Homework Center
- Peninsula Interfaith Action Events
- Teen Mission Trips
- 20's & 30's Young Adult Brunch
- New Presenters for Adult Forum
- Healing Ministry
- Bright Lights Children's Music Outreach
- Successful Capital Campaign
- Capital Campaign Completion
- Lay Eucharistic Visitors Ministry
- Construction Committee for new Program Space
- Construction complete – remodeling and new building
- 50-Minute Forum
- Liturgical Arts Team
- Benefit Concerts
- Godly Play Curriculum
- Meditation/Centering Prayer
- Mezzanine (Young Adult Program)
- Hosting Diocesan Events
- Teen Core Leadership
- New Creative "Hands On" Outreach Efforts
- Adult Outreach Mission trips
- Youth Commission
- Youth Mission Trips
- Communication Committee
- Commission for the Environment
- Companions Small Groups
- Parish Dinners
- Advent Eve Dinner
- Advent Series
- Youth Advocacy Outreach
- Contemplative Prayer Workshops/Retreats
- Emergency Preparation Task Force
- Landscape Task Force

Personnel Changes:

- Addition of Youth Ministers
- Addition of Paid Nursery Care Providers
- Addition of Seminarians and Pre-Seminarian Interns
- Addition of Deacons
- Addition of Full-time Associate Rector
- Addition of Part-time Assisting clergy
- Addition of Ordination candidate in Seminary
- Addition of Part-time Sexton
- Addition of Three-quarter time Children, Family and Youth Ministries Coordinator
- Addition of Part-time Office Administrators
- Addition of Part-time Business Administrator

Vital Statistics for 2011:

Baptisms (11): Kalea Chen, Benjamin Domine, Gwendolyn Domine, Lorraine Domine, Parker Kennedy, Michael Love, Sarah Love, Jeanna Olerich, Maxwell Pfenninger, Rebekah Rumley, Ethan Sine

Marriages (2): Darlene Chiang and Jun Wang, Julia Schmitt and Diederikh Marivs

Memorials (9): Elizabeth Bowden-Smith, Don DeJongh, Rosemary Foos, Jewell Littleton, John Madden, William C. McCain, Edith Smith, Charlotte Train, William Van Ordsol

FINACIAL HISTORY			
YEAR	TOTAL BUDGET	PLEDGE AMOUNT	NUMBER OF PLEDGE UNITS
1995	\$196,883	\$146,095	70
1996	\$219,636	\$159,950	98
1997	\$223,269	\$163,000	106
1998	\$268,200	\$210,000	115
1999	\$328,200	\$233,000	123
2000	\$381,144	\$270,000	133
2001	\$424,400	\$296,200	142
2002	\$430,385	\$328,900	150
2003	\$442,210	\$353,952	162
2004	\$483,100	\$378,892	167
2005	\$503,600	\$408,021	182
2006	\$540,500	\$437,118	192
2007	\$579,500	\$453,000	190
2008	\$627,600	\$508,000	191
2009	\$641,600	\$512,000	196
2010	\$636,800	\$511,000	196
2011	\$646,600	\$522,801	193

LONG RANGE PLAN: 2010 – 2015

During the first months of 2010, the Vestry sought input from the St. Mark's Congregation to develop a new Long Range Plan to replace the previous five year plan that ended in 2010. The Rector, Wardens and Vestry developed a questionnaire for the congregation that parishioners could fill out electronically or manually. The Rector and Senior Warden meet with commission leaders and St. Mark's staff for additional information. The Vestry met for its annual retreat in May and, with met with facilitator Caroline McCall to formulate a plan. After the retreat the Vestry used the summer and early autumn to refine and finalize the plan. The Vestry and St. Mark's community will continue to work out the details on how to best achieve the plan's goals.

The plan, anchored in scripture and prayer, is presented below.

ST. MARK'S LONG RANGE PLAN 2010-2015

Which commandment is the first of all? Jesus answered. "The first is, 'Hear O Israel, the Lord our God is the only Lord; love the Lord your God with all your heart, with all your soul, with all your mind, and with all your strength.' The second is this: 'Love your neighbor as yourself.' There is no other commandment greater than these." (Mark 12: 28-31)

The congregation of St. Mark's Episcopal Church, Palo Alto expresses in prayer its hopes, plans and goals for the next five years:

- We pray that we may love God with our whole hearts, by strengthening our relationships to God, God's creation, and all God's people.
- We pray that we may love our neighbor as we love ourselves by supporting each other.
- We pray that we may prepare the way towards such holy relationships and mutual support by working together to strengthen our ministries and develop our leadership.

To strengthen our relationship with God and to love our neighbors, local and global, as we love ourselves we will:

- Help everyone, especially young people, feel that they belong to a loving and supportive community.
- Expect and encourage every member to be part of a program or ministry beyond weekly worship.
- Identify ways for people to find their passion and engage in ministry through spiritual discernment and sharing their gifts.

To support every member in ministering to every other member, and the larger community, both local and global, we will:

- Sustain existing small groups, and encourage new groups.
- Continue to support and strengthen our outreach ministers and ministries.
- Continue to support and strengthen our ministries to, for, and with youth. Better promote St. Mark's identity and ministries with outside groups at St Mark's and in the wider community

To strengthen our ministries and develop our leadership we will:

- Support people of all ages to both serve and lead in their discerned ministry.
- Create a comprehensive leadership development plan, to inspire, recruit, educate,
- Establish ways for parish leadership to better promote St. Mark's ministries and identity to the wider community.

PARISH MINISTRY CONTACT LIST -- 2011/2012

Altar Guild

- Teresa Downing(408) 432-6001
- Anne Vosti.....(650) 493-6157

Adult Education Commission

- Rev. Matt McDermott(650) 326-3800

Buildings & Grounds Commission

- Tom Mausolf(650) 843-0406
- Jim Shinnick.....(650) 245-4957

Choir /Music

- Rebecca Maggi.....(650) 573-3315
- James Welch(650) 856-9700

Children & Family Commission

- Jennifer Buenrostro.....(650) 843-0250
- Kathy Chen.....(650) 493-6422

“Community Life” (Sunday Newsletter)

- Elyce Smith(650) 326-3800

Compline Prayer Group

- Page Sanders(650) 327-3090

Contemplative Prayer

- Dick Tingey.....(650) 856-9285

Counters

- Trudi Reinhardt(650) 858-1078

Deanery/Diocesan Delegates

- Gretchen Emmons(650) 321-4237

Endowment Fund

- Glen Kernick(650) 326-0123

Environment Commission

- Simon Binns.....(650) 329-8782
- Kate Dreher.....(650) 468-6512

Emergency Task Force

- Tom Humphrey.....(650) 964-8495

Family Choir

- Gail Grant(650) 380-6679

Finance Commission

- Paul Milo.....(650) 852-9652

Flowers

- Anne Vosti.....(650) 493-6157

Greeters

- Peter Anderson.....(650) 566-9234
- Chris Nordlinger(650) 322-9697

Healing Ministry

- Rev. Richard Peterson.....(408) 736-5634

Hospital Visiting

- Clergy(650) 326-3800

In-Reach

- Clergy(650) 326-3800

Landscape Task Force

- David Clark(650) 494-8305

Lay Eucharistic Visitors

- Rev. Richard Peterson.....(408) 736-5634

Lectors (Readers)

- Gretchen Emmons(650) 321-4237

Liturgical Servers / Liturgy Commission

- Rev. Salying Wong(650) 326-3800

Membership Commission

- Anne Anderson(650) 566-9234
- Mego Tracy(650) 323-1447

Messenger (Monthly Newsletter)

- Katie Yates(650) 326-3800

Office Volunteers

- Elyce Smith(650) 326-3800

Outreach Commission

- Susan Dansker(650) 493-8073

Personnel Committee

- Jeannie Leahy.....(650) 947-3722

PIA (Local Organizing Committee)

- Maureen Simons.....(650) 321-9318

Planned Giving

- Phil Lally.....(650) 321-5472

Prayer Calendar

- Gail Grant(650) 380-6679

Seniors

- Clergy.....(650) 326-3800

Stewardship Commission

- Nancy Crewdson.....(650) 714-1862
- Jonathan Luk.....(650) 949-1893

Vestry

- Arcadio Morales(Sr. Warden).....(650) 497-0097
- Greg Snodgrass(Jr. Warden)(650) 329-9632

Vocations Commission

- Margalynne Armstrong.....(650) 530-2199

Weddings

- Elyce Smith(650) 326-3800
- Mydie Nelson.....(650) 493-7574

Women’s Commission

- Carrie LeRoy(650) 494-6062

Youth Advocacy

- Rev. Rob Keim.....(408) 718-7990
- Greg Smitherman.....(650) 321-2266

Youth Commission (Teens)

- Debbie Clark.....(650) 494-4337
- Kelsey Hanf(650) 326-3800

St. Mark's Mission Statement

St. Mark's Episcopal Church is an extended family of loving people bound by faith in Christ. We seek to deepen our relationship with God, strengthen our faith community, support each other, and serve our neighbors. We do this by celebrating our faith through meaningful liturgy and prayer, sharing our stories and traditions, and participating in ministries of fellowship, compassion and justice.

St. Mark's Episcopal Church
600 Colorado Avenue
Palo Alto, CA 94306
(650) 326-3800
www.saint-marks.com

Bishop of California

The Rt. Rev. Marc Andrus

St. Mark's Vestry

Ken Bencala	Susan Pines
Romain Kang	Adam Ramsey
Ann Kenny	Laurie Reynolds
Gail McFall	Carol Scott
Arcadio Morales (<i>Sr. Warden</i>)	Greg Snodgrass (<i>Jr. Warden</i>)
Mary Nichols	

St. Mark's Deanery Delegates/Alternates

Kaye Crawford (D)	Michelle Gallagher (D)
Virginia Debs (D)	Lorna Paisley (D)
Teresa Downing (D)	Louise Gulda (A)
Gretchen Emmons (D)	Terry Moore (A)

St. Mark's Staff

Rector	The Rev. Matthew McDermott
Associate Rector	The Rev. Salying Wong
Deacon	The Rev. Richard Peterson (emeritus)
Children, Teen & Family Ministries Coordinator	Kelsey Hanf
Assisting Clergy	The Rev. Rob Keim
	The Rev. Dr. Rebecca Lyman
	The Rev. Joanne Sanders
Music Director	Rebecca Maggi
Organist	James Welch
Office Administrators	Katie Yates
	Elyce Smith
Business Administrator	LeeAnne McDermott
Sexton	Agustin Gutierrez
Treasurer	Maureen Kennedy