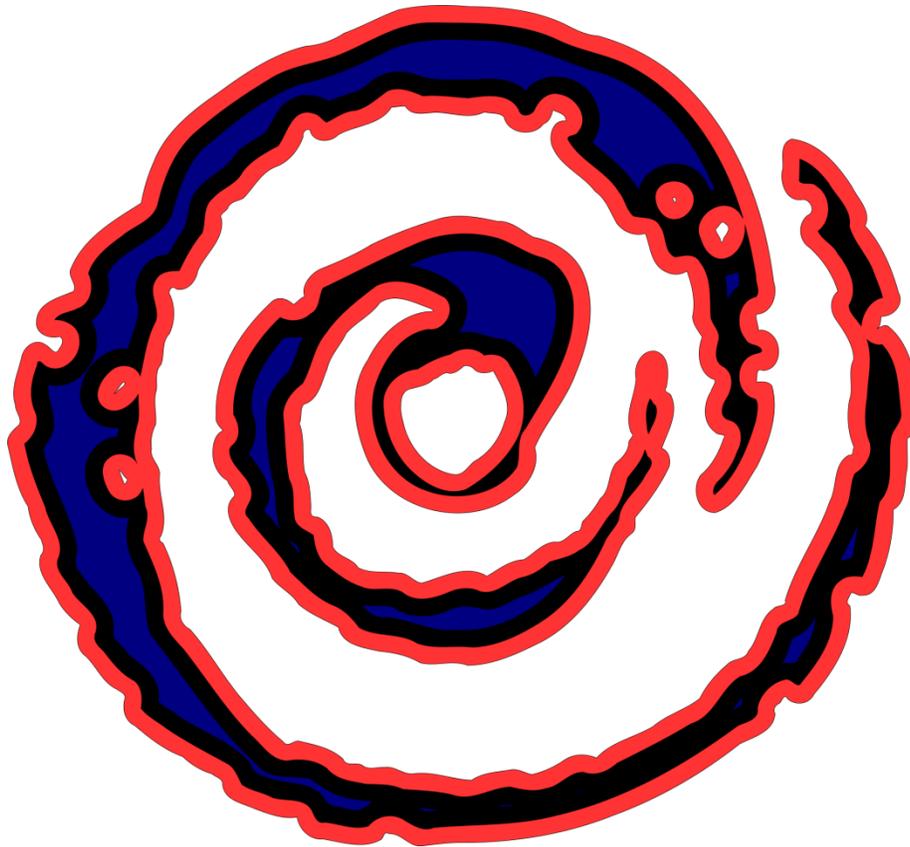


2016 Annual Report



<https://openclipart.org/detail/110239/spiral-fire>

Our Mission

St. Timothy's Church calls people to unity with God and empowers them to thrive in our changing world. We are a covenant community that shares the love of God and proclaims the Gospel of Jesus Christ in word and deed. We provide opportunities to make a difference in the world.

St. Timothy's Episcopal Church

Office Hours: T-Fr 9:00 a.m. to 3:00 p.m.
2094 Grant Road, Mountain View, CA 94040
650.967.4724

Annual Meeting – Sunday, January 29, 2017

AGENDA

Opening Prayer

Welcome

Call to Order and Approval of Minutes of 2016 Annual Meeting

Nominating Committee Report

- Vestry Slate
- Delegate Slate
- Introduction of Candidates
- Ballot Voting

Treasurer's Report

- Restated Articles of Incorporation
- Amended By-laws
- Ballot Voting
- Financial Position and Preliminary Budget for 2017

Rector's Address

Sr. Wardens' Update and Recognition

Search Committee Update

Balloting Results and Announcements

Adjourn & Closing Prayer

**St. Timothy's Episcopal Church
Minutes of the Annual Meeting
Sunday, January 24, 2016**

There were 66 parishioners in attendance.

Father Ron called the meeting to order with an opening prayer at 10:30 a.m.

Father Ron thanked the retiring vestry members, Shelly Hausman, Cindy Jarvis, Rob Roe, and Darlene Frick. He then introduced and thanked Darlene Frick for serving as Senior Warden in 2015. She presented a retrospective of 2015 as detailed in the Annual Report.

Father Ron introduced Jim Hutchinson, thanking him for serving as Treasurer in 2015 and for continuing his service into 2016. Jim gave an overview of the 2015 Financials and presented the 2016 Annual Plan (budget) as outlined in the Annual Report.

Jim Hutchinson and Susan Pimlott presented the Restated Articles of Incorporation that were approved by the Vestry on January 7, 2016, and require membership approval. They described the purpose of the restatements:

1. More clearly state the disposition of St. Timothy's assets if we dissolve. The normal situation is that our assets would go to the Diocese and to the National church. In the unlikely event that both the Diocese and National church have dissolved, the assets can go to any non-profit (501c(3)) religious institution designated by the Vestry. The latter part is an update required for the rectory tax exemption -- basically, the State insists that the Articles are clear on their face that none of our assets will end up in the hands of a for profit organization. This update insures that and should clear the way for the tax exemption.
2. Change the name of the corporation from "Rector, Wardens and Vestrymen of Saint Timothy's Parish, In Mountain View" to "Saint Timothy's Episcopal Church in Mountain View";
3. Generally modernize the Articles to reflect and comply with current corporate laws and regulations.

After answering questions Jim and Susan invited parishioners to mark their ballots.

Father Ron announced the write-in candidates for Diocesan Delegates, explaining that St. Timothy's is allowed up to five delegates at Diocesan convention:

Nelson Frick
Darlene Frick

Amy Witzke
Bill Shreve

Father Ron and parishioners who have served as Delegates explained the duties and responsibilities of Diocesan Delegates. Steve Peters added his name to the write-in candidates as the fifth delegate.

Father Ron invited the parishioners to mark their ballots by writing in their top five choices, noting that there were five candidates.

Father Ron announced the candidates for Vestry, asking them to stand when their names were called:

Three Year Term (4 positions)
Ross Johnson
Chris Paul
Marguerite Williams
Anne Yung

Two Year Term (1 position)
none

He then called for nominations from the floor. Nan Zender nominated Myu Campbell for the two-year term, and the nomination was seconded by Jenny Shannon. Myu accepted the nomination and was added to the ballot for the two-year term. Father Ron invited the parishioners to mark their ballots.

The Tellers were David Wilde, Rob Roe, Bob Ulrey, and Cindy Jarvis. They collected all the ballots for counting.

There being no contested election for Diocese Delegates or Vestry service, Father Ron announced that all candidates had been elected by proclamation:

Vestry:

3-year term

Ross Johnson

Chris Paul

Marguerite Williams

Anne Yung

2-year term

Myu Campbell

Diocesan Delegates:

Nelson Frick

Darlene Frick

Amy Witzke

Bill Shreve

Steve Peters

Father Ron then announced that the Restated Articles of Incorporation had been approved by majority vote.

Father Ron adjourned the meeting at 11:20 am with a prayer

Interim Rector's Report

It has been a great year of learning, growing, and serving for St. Timothy's. Answering the call to serve as your Interim Rector has been a tremendous blessing to me. As a new priest, I wasn't sure what I was getting myself into, let alone what I was getting YOU into, but God clearly had plans for me and for St. Timothy's!

Bishop Mary's address at the Diocesan Convention this year was titled "Learning Together". It could very well be a theme for us this year. With grace and compassion and patience, you have taught me what it is to be a priest. We have learned to be flexible with worship and liturgy. Getting settled on how to handle a confession that included shells in our worship services was truly a labor of love!

Our Co-Sr. Wardens, Susan Pimlott and Cindy Howard, have been strong leaders whose faith, dedication, wisdom and experience have been a blessing to me, the Vestry and the entire St. Timothy's community. The Vestry is a learning community in itself. It is a spiritually grounded group that deeply cares about St. Timothy's mission and desire to be the hands, heart and face of Jesus.

Peter, Tracy, Janet and I have also learned from each other this year. There's a great deal that goes on behind the scenes — from gas leaks to broken sliding doors, to visitors looking for assistance with the most basic needs — and everything in between. We have learned that providing pastoral care to each other in the form of comedic relief is a blessing.

In addition to learning, this has also been a year of growth, which is not always easy in times of transition. We have literally experienced growth in our new preschool garden. New drought resistant landscaping has improved our curb appeal, but more than that, it is a sign of our care and concern for God's creation. Thanks to the Lay Weeders, the memorial garden and the entire campus are blooming.

We have welcomed many new visitors, some of which have become members. We celebrated four baptisms, seven confirmations, and two receptions this year — hallelujah! Growing in Christian formation, we added a summer book study and fall confirmation classes.

The Rector Search Committee's All-Parish meeting and lunch was also a time of growth. We grew in our understanding of each other and the St. Tim's community as a whole through the thoughtful Post-it notes exercise that turned into a temporary art installation in Edwards Hall.

And lastly, it has been a year of serving. Some folks slept in their cars overnight in the church parking lot to better understand the need for Safe Parking and begin to explore how St. Timothy's might be able to help. More families participated in Beautiful Day, more manna bags were assembled and handed out, more pajamas were collected and delivered, and more home and hospital visits were made.. In Our Backyard (IOBY) was formed and opened up more opportunities to serve in the larger community. Your generosity nearly tripled our donation to Santa Maria Urban Ministry (SMUM) this year with proceeds from the Vestry Dinner!

Learning, growing, and serving together have been a gift. In this time of discovery and transition, St. Timothy's has flourished in many ways. On top of that, you have raised up a new pastor! I am immensely grateful to all of you for your loving support. May the Holy Spirit continue to stir us up and strengthen us to continue flourishing in transition.

The Rev. Karen Cuffie

WORSHIP AND FORMATION

Altar Guild and Sanctuary Arts

In 2016 the Altar / Flower / Sanctuary Arts Guild team experienced lots of changes, and we adapted beautifully to all of them, thanks to our outstanding team members and dedicated helpers.

Just a few of the highlights from our journey this past year:

- **Support of Clergy Members in 2016**
 - **Father Ron** retired on January 31st, and we incorporated a few special elements into our liturgy that day to thank and congratulate him on the next chapter of his journey.
 - **Canon Linda** – we were blessed to have Canon Linda with us in February and March, and she introduced us to some wonderful new Altar / Flower / Sanctuary Arts practices:
 - Washing and anointing the altar with oil during Maundy Thursday service
 - She blessed us by sharing her incredible art work: her hand-painted cross and crucified Jesus, who was carried to the “tomb”, and then the risen Jesus who resided within the Easter “flower garden” that we created in front of the altar
 - Best of all, a new tradition of “Alleluia bells” for Easter Sunday services!
 - **Mother Karen** arrived on April 1st, and in addition to smoothly running our weekly church services and regular events like baptisms and memorials, she has also supported us through lots of projects and changes too (reinterment of ashes, blessing of the preschool garden, etc.). She also kindly hosted an Altar / Flower / Sanctuary Arts brunch for us on September 17th – thanks Mother Karen!
 - Working with our excellent supply priests, The Rev. Julie Nelson and The Rev. Stephanie Green, was also a huge pleasure this year! They are a welcome addition any time!
- **Single services in 2016:** Jan – Annual meeting; Apr – Beautiful Day; May – Pentecost / BBQ / Bike blessing; May - Bishop’s visit for reinterment of ashes; Oct – Search Committee kickoff; Nov – Stewardship Sunday; Dec – Bishop’s visit for confirmations/receptions
- **Special Mentions for 2016:** Four baptisms; a memorial for a former church member; the votive candle table for the victims of the Orlando massacre; the Eucharist bread that was baked by our preschool students – YUM!; and we all rallied around Althea when she broke her femur!
- **“Behind the Scenes” Recurring Activities:** There are hundreds of details that run efficiently each week, but a few highlights to share are: linens get washed and pressed weekly; seasonal vestment and banner swaps occur as needed; we provide Eucharist support for the Lenten soup suppers; wrangle bags of sweets from the Halloween candy tithe; in Advent Season we do our progressive decorating, and got the **parish’s help** to un-decorate!

Altar / Flower / Sanctuary Arts Guild Team Members for 2016

- **Altar Guild members:** Darlene Frick, Melissa Malley, Camille Michaud, Althea Parks, Mary Anne Plano, Pam Roe, Marguerite Williams, Donna Yobs, Nan Zender, and Cindy Jarvis (Director)
- **Altar Linens:** Darlene Frick, Althea Parks, Marguerite Williams, Nan Zender
- **Flower Guild:** Nyna Dolby, Karin Dutra, Tracy Gordon, Julie Hansen, Cindy Jarvis, Elizabeth Winchell
- **Sanctuary Arts:** Karin Dutra, Cindy Jarvis

Dedicated Helpers

We have also been so blessed to have some other wonderful and dedicated individuals and groups at St. Tim's who have been a huge help to us as well – it definitely takes a village! Special shout outs go to:

- Wyn Schuh and the Lay Weeders, who provided incredible help with the Easter and Christmas flowers, which then get replanted in the St. Tim's gardens
- The "Pole Bearers" who help us switch our banners in the Sanctuary: Allen Dutra, Doug Dutra, Karin Dutra, Allan Grimes, Cindy Jarvis, Rob Roe, Peter Sammel, Bill Shreve, and Bob Ulrey
- Special help and support was provided throughout the year by Mother Karen Cuffie, Nelson Frick, Allan Grimes, Peter Sammel, Joanna and Bill Shreve, Canon Linda Taylor.
- Sandy Watkins as Verger is a key partner for us at the 9am service and we deeply appreciate her seamstress skills on the new Advent vestments!
- Dave Wilde, Junior Warden, provided tremendous and constant support in helping us with Sanctuary and Sacristy repairs and improvements!

Areas to Improve

Some areas that I am eager to improve this coming year are:

- Add more team members to all three parts of our guild – Altar, Flower, and Sanctuary Arts
- Better training and process documents for the Altar Guild team
- Raise much-needed additional funds for Altar / Flower / Sanctuary Arts Guild supplies

Summary

I feel incredibly blessed to know and work alongside this very talented, dedicated, loving, and giving group of people who are excellent examples of being the hands, face, and heart of Jesus every day. My sincerest and deepest thanks to all of you for the amazing people you are, and for the accomplishments that we have been able to produce together this past year.

Cindy Jarvis

The Point

The Point is St. Timothy's 45 minute Sunday program between worship services. We call it The Point because, well, it's really the point of being a Christian and the perfect complement to Sunday worship: taking time to serve, study, and pray. In 2016 The Point provided numerous opportunities in these three pillars of Christian faith, including some of the following examples:

- Service: In Our Back Yard sessions with Mountain View and other community leaders, Beautiful Day visioning and planning, Grant Cuesta Ministry, Disaster Preparedness
- Study: Bishop's Teaching on the Environment, Lorica of St. Patrick, Holy Week Traditions, Internet Safety, the Kaleidoscope Bible Study, Galatians Bible Study
- Prayer: Sessions about Spiritual wellness, Prayer Force in Action

The above is not a complete list, and I would like to say a special thanks to those who invested time and effort to bring these offerings to the wider parish! Please thank your Point session leaders when you see them!

2016 saw a few changes to The Point as well. We moved to an all-electronic planning and coordination format, using shared documents in the cloud for scheduling and content, weekly email and in-service announcements, and lowering overhead. We also attempted to reduce the number of conflicts for programs, so as to allow parishioners to reliably attend each week. Lastly, more recently we changed the format by moving the Adult sermon back into Edwards Hall and then allowing The Point sessions to follow at 10:15am. We'll continue to look at how The Point helps us as Christians to better serve as the hands and face of Jesus in the world, and we invite ideas and feedback!

Jonathan Trail and Shelly Hausman

Music and Tech

2016 was a wonderful year for the Music Ministry, as we engaged in several exciting outreach worship opportunities.



On September 24th, we celebrated the 30th anniversary of the installation of our pipe organ with an exciting concert featuring our own Will Watkins, as well as James Welch, an internationally known concert organist. In addition to recognizing this lovely instrument, we also wanted to revitalize the “organ culture” in our parish community, and to showcase the innovative way in which St. Tim’s blends this traditional instrument with our contemporary praise band. The feedback from the concert was overwhelmingly positive, including kudos from the Schoenstein Organ builders and members of the American Guild of Organists.

Our band and singers participated in the Annual Deanery Concert held at St. Thomas Episcopal Church, Sunnyvale. We presented two worship songs, joined a combined choir Gospel presentation, and participated in the grand finale featuring a combined choir from several local churches.

We were humbled and grateful once again for the invitation from Bishop Mary to provide music for the Eucharist at the Diocesan Convention held in Salinas this past fall. Our worship team brought St. Tim’s unique ancient/modern blend of worship music to the Convention, including an original musical setting of lyrics written by Bishop Mary.

The music was well received, and we established a deeper level of trust and cooperation between St. Timothy’s and the Diocese of El Camino Real.

Holy Week was memorable this year as we celebrated Good Friday with another Blues service. This worship offering was supported by a concerted effort to bring community awareness to this innovative service, and we were rewarded with a full house of worshipers seeking to experience our progressive and evocative worship offering for this sacred evening.



Our music and tech teams continue to provide a spiritually inviting atmosphere in services, using audio and visual media to lead the congregation in worship. The Tech ministry remains an essential part of our contemporary worship, as we often find that teens and pre-teens find a comfortable home in the middle of all the buttons and gadgets.



We give thanks for the faithful and abundant gifts given to God and to this Church by all musicians, techs and creative artists of the worship teams. We anticipate the good things God has in store for this wonderful community in the coming year.

Peter Sammel

Children and Youth Ministries

Godly Play is The Point offering for our kindergarten through 4th graders. The children and TEACHERS transition to Edwards Hall following the 9:00am service to get a quick snack. The teachers and children gather up and walk over to room 1 to share refreshments and conversation before the lesson. Following the story this year we have offered a combination of free exploration time and specific crafts which complement the lessons. We have a wonderful group of teachers and door monitors, but always welcome to our team those who’d like to support and nurture our children.

Friends, Fun and Fire (FFF) is our program for youth ages 5th grade and older. FFF's last scheduled event was in November. While youth play a central role in our community, and connect through involvement in worship, tech, and music ministries, we have struggled with providing critical mass of youth and ongoing leadership to keep our programs running. The RSC's information gathering revealed that many in the parish identified that solving the leadership sustainability issue is a priority. We continue to search for creative ways to sustain a vital program for our middle school and older youth, including partnering with other parishes.

Bob Ulrey, Susan Pimlott, Madeleine Gerdes, Fred Worley, and Todd Hausman

MINISTERING to EACH OTHER

Covenant Groups

Covenant groups are an enduring network of small groups that support each other spiritually through the highs and lows of personal and community life. We currently have 5 groups meeting weekly to share their lives and faith, study and pray. Groups often use a Bible study format called a Look Book Took (written by Julie Nelson, Scott Boding and Anne Wilde). Typically the LBTs are based on the Gospel reading and sermon from the previous Sunday. All groups are open and will welcome new members whether they can attend regularly, sporadically, or for a limited duration. Below is the current schedule of groups including contact information:

Meeting day/time	Meeting place	Contact person	Email
Mondays 1:30-3pm (women's group)	Edwards Hall	Anne Wilde	AnneAerobic@aol.com
Tuesdays 10:15- 11:30am (women's group)	Prayer room in Edwards Hall	Chrissy Ulrey	christineulrey@gmail.com
Tuesdays 7:30-9pm (women's group)	Sunnyvale home	Deanne Phillips	deanephillips@hotmail.com
Tuesdays 7:30-9pm (men's group)	Rotates	Tom Slakey	tslakey@gmail.com
Thursdays 7-8:30pm (mixed group)	Sunnyvale home	Sue Ellen Johnson	suejhsn@comcast.net

Anne Wilde

Fishes and Loaves

Without fail, St. Timothy's takes care of those in need. This year we helped several families and parishioners in times of need. When someone calls the office to find help, a team of faithful parishioners rallies to provide all types of support - rides to the doctors, daily check-ins, groceries and/or delicious home cooked meals. It's always a team effort to find out what is needed and to coordinate support. Thank you to all who have served this year.

Annett Trail

Women's Retreat



Thirty-six women, from the parish and friends, gathered at the Mt. Hermon Conference Center again last spring for a weekend of faith reflection and rejuvenation, and relaxation in the Santa Cruz Mountains. Our 2016 Women's Retreat speaker, the Reverend Stephanie Green, explored our theme "Grace and Gratitude" through discussions and small group sessions, looking at our practices of gratitude and our experiences of God's grace. We shared stories, laughter, prayer and lots of singing, as well as Saturday afternoon activities including hiking, yoga, an improv workshop, a group voice lesson, crafts and a discussion on "The Lorica of St. Patrick."

Experienced painters and amateurs alike, we created a beautiful Alleluia painting. Our next retreat, "Your Sacred Cup," will be held March 3-5, at Mt. Hermon, and our speaker will be the Reverend Karen Cuffie.



Deanne Phillips and Amy Witzke

Men's Group

The Men's Group has been on hiatus this year but aspires to regroup in 2017.

Jonathan Trail and Will Watkins

2016 Report from Stephen Ministry

In 2016, five active Stephen Ministers served St. Timothy's parish community providing confidential Christian caregiving for five care receivers. Gwen Bindon, Darlene Frick, Sue-Ellen Johnson, Bill Shreve and Donna Yobbs are our Stephen Ministers. This year three of our Care Receivers were from the Silicon Valley area, but not parishioners at St. Tim's. Stephen Ministers provide care in a wide range of situations from loss of a loved one to providing support when you feel alone and isolated and just need someone to talk to and be with.

Stephen Ministers meet monthly as a group for supervision and continuing education to insure they provide the best possible care. Continuing education is intended to sharpen caregiving skills. In 2016 continuing education programs included study of the Bible. All Stephen Ministers served at the altar administering the healing prayer during communion each Sunday. Information, and an invitation to contact Stephen Ministry for assistance, can be found on St. Tim's website.

A person who is hurting, or who needs someone to support them, may be referred to Stephen Ministry, with their permission. They do not need to be a member of the parish. Call the church office, send a note to Stephen Ministry via www.StTims.org, or phone Bill Shreve (650-941-6436), SM Referral Coordinator.

Bill Shreve

Visiting Ministry

As a LEM or visiting minister, you take communion to those who are unable to attend church regularly keeping them connected to the community. You prepare a communion kit before each visit to make sure there are consecrated elements (wine and wafers). The service is either one from the prayer book, one copied from another source, or an original service written by the visiting minister in order to meet the needs of the recipient. The service can be adapted to meet the individual being served. This might be having those being served to take turns reading parts of the service. There is no rule which says you have to stay and visit, but it often is a welcome change from a person's regular routine and keeps them connected to the St. Timothy's faith community.

Althea Parks

Prayer Scroll

It has been shown that prayer is powerful for those who are ill or dealing with serious problems. After making many prayer scrolls over the years and hearing what the recipients have said, I believe this is an important ministry. The prayer scrolls I create have a brief prayer at the top that I compose based on the individual needs of the recipient. Names of people praying for the individual are listed below the prayer.

I am asked or someone in the office can let me know if someone wants a scroll made. It is helpful to spell the name of the recipient as well as a contact name. I will notify members of the church about the scroll. If someone does not want to be on the scroll, they respond to me. The scroll is then created especially for that person and delivered to the recipient.

Althea Parks

CARING for the COMMUNITY

Manna Bags

We passed out an estimated 460 bags in 2016. Families have joined in the fun of assembling manna bags tuning this into a multigenerational Ministry. Donations are always needed.

Todd Hausman

In Our Backyard

In Our Back Yard formed in June, building on the work of Bertram to bring the cares of the world to St. Tim's. The goals of the group are: to regularly learn and discern about the needs of our local community; to connect to our neighboring communities; to encourage broad St. Tim's community participation in responding to the needs of our neighbors; and to enable continuity as projects, needs and leaders come and go. In our meetings this year we have talked about the Community Services Agency, the Day Worker Center, 10 Books a Child, The Silicon Valley Bike Exchange, Our Daily Bread, MV Rental and Eviction Crisis coalition and the MV Safe-Parking Pilot. In September we held a healthy food drive for the CSA (St. Tim's contributed over 300 lbs of food!) and open house, and we have an MLK Day service project doing neighborhood cleanup with the Day Worker Center. St Tim's supported the MV Rent and Eviction Crisis coalition to pass the Measure V (rent and eviction control) ordinance at the general election last November. We have a Google group for communication and collecting information and ideas.

Teresa Stevens and Bertram Nagarajah

Vacation Bible Camp (VBC) 2016



St. Tim's has sustained a wonderful tradition of offering a vibrant, faith-oriented Bible Camp for our parish and community. This year was no exception as we had 47 campers, many of them from outside our parish. As always, the support from within our church was tremendous, with twenty adult and fifteen teen helpers providing a loving and high-quality experience for the kids. The theme this year was Surf Shack featuring a colorful set combined with video, movement and songs which delivered scriptural messages in a fun and effective way. This summer camp experience also came in under budget; we were

able to provide a rich and fulfilling Biblical experience while keeping the cost at a minimal level for the participants.

As outgoing VBC director, I will be providing the Rector and Vestry a leadership plan for ongoing years so we can continue to enjoy this wonderful experience.



Peter Sammel, Annett Trail and Sandy Watkins

Beautiful Day

Thank you all from the bottom of our hearts for the tireless efforts and generous contributions that helped us share the love of Christ with the Monta Loma Elementary School Community. It was truly a labor of love! Over 35 people of all ages from St. Tim's joined forces with Peninsula Bible Church volunteers during Beautiful Day 2016 to clean classrooms, landscape and mulch outside the classrooms, paint maps and stripe courts on the playground, construct planters and install new irrigation for the Living Classroom garden, and so much more. Additional heartfelt thanks for the donations of over \$400 that helped cover expenses. This unique event allows us to take our worship into the world to build relationships with our neighbors and one another. Plans are underway for Beautiful Day 2017 on May 6-7, 2017.

Annett Trail

Report from the Trustees of the Columbarium, 2017

The Trustees team has continued the work of administering and maintaining the Memorial Garden and the Columbarium throughout 2016. The team is composed of three parishioners, currently Amy Witzke, Althea Parks and Chair Peter Sammel, as well as the Junior and Senior Wardens.

The most significant project we completed this year was working with the Rector and the Bishop to design the ceremony of moving ashes which had been buried in the Rose Garden into the grounds within the Memorial Garden. Bishop Mary presided over this ceremony which was attended by family members of those interred. This ceremony provided for the closure of the Memorial Rose Garden as a sacred burial ground, as well as ensuring a secure and sacred location for the future dispersal of ashes in our campus.

We also ordered and installed a plaque in the Garden with nameplates for the eight original people whose remains had been moved from the Rose Garden.

The paved area in the garden has provided a beautiful, pastoral area for the parish and the community to relax and enjoy our Memorial Garden. The Trustees purchased a set of patio furniture, the final step in the refurbishing of this lovely area our campus.

The Trustees are responsible for maintaining the records and policies of the Memorial Garden and the Columbarium. This year saw an upgrade in administrative operations, as the records, documents and procedures were all updated.

Peter Sammel and Trustees

Preschool Report

St. Timothy's Preschool is a play-based, faith-inspired program for families with children aged 1 - 5. Known for its caring and sharing environment, we offer a mixed-age preschool classroom for 3 and 4-year old children, and toddler programs for 1 and 2- year olds and their caregiver. The preschool has 29 children enrolled currently, and the Toddler program has 16.

This summer, we upgraded our facility by enclosing an unused section of the parking lot and turning it into a garden. Three boy scouts completed Eagle Projects to help in this effort, providing us with a 110' redwood fence, 5 redwood planters in the garden, and 6 smaller redwood planters on the playground. A fourth Boy Scout just finished his Eagle Project this month, which provided us with 3 redwood picnic tables with matching benches. Now planted with winter vegetables and herbs, the garden is a beautiful and functional addition to the preschool and campus.

We continue to grow our program to meet the needs of our families. Stay & Play now runs 4 days per week, and we have just introduced an afternoon program on Mondays, Wednesdays and Fridays. Our goal is to offer the afternoon program 5 days per week in the fall. Our Walker's class has struggled, however the Two's Class had 3 sessions through the fall. As children turn 3, they join the preschool classroom.

We continue to search for highly qualified staff to meet the needs of our growing preschool.

This year, our parent events included a talk on Resolving Conflicts, a yoga class and a parent's coffee after the Holiday Sing. We plan to bring in 2 more guest speakers before the end of the school year, as well as more yoga classes.

2016 Successes

- o Added an afternoon program and grew the Toddler program
- o Updated and improved the facility with help of Scouts in the community.
- o Planned a successful 55th anniversary celebration
- o Conducted a successful summer camp season with 3 weeks of fully subscribed themed camps.
- o Conducted preschool's first mid-year survey to gauge satisfaction of the families. Thus far, responses show very high satisfaction with the school, philosophy, staff and facility.
- o Replaced aged sliding glass doors in preschool.
- o Created plan to routinely update website, including high quality photos of the preschool and some children.
- o Improved visibility into the bathroom and added a diapering area.

2017 Goals

- o Continue to grow the community of church/preschool families.
- o Update and enhance the facility to support our work.
- o Strengthen our work by forming an advisory committee.
- o Develop a Strategic Plan for the next 10 years.

Janet Kolstad and Myu Campbell

Spiritual Care at El Camino Hospital

In 1967, the Spiritual Care Service was formed at El Camino Hospital. Men and women from a variety of faith communities have walked alongside patients and their families during times of crisis, transition and change, providing encouragement, comfort and hope. Their caring presence and supportive attitudes provide spiritual, religious and practical resources. They honor and respect each person's beliefs, recognizing him/her as integral to the healing process.

The Reverend John Harrison is the Chaplain and Director of the Spiritual Care Service for both the Mountain View and the Los Gatos campuses. The volunteers visit patients every day of the week providing prayers, listening to concerns, and reaching out to show caring communication. The volunteers offer to pray with or for patients and their families according to their needs or requests.

St. Timothy's has been active in this ministry for several years. Darlene Frick who is currently on a leave of absence, has been a Visitation Volunteer since 2009 and has served on the Executive Committee as the Orientation Supervisor. She also visited the El Camino Hospital Cancer Center offering a spiritual resource for patients during their chemotherapy infusions.

The Spiritual Care Department is currently in an active campaign to recruit new volunteers. If you have questions or can commit to one to two hours a week after your initial training, please contact Rev. John Harrison at El Camino Hospital.

Darlene Frick

Santa Maria Urban Ministry

Santa Maria Urban Ministry has had a long and strong relationship with the St. Tim's community. Santa Maria is a social service agency under the umbrella of the Episcopal Diocese of El Camino Real. It is located in downtown San Jose in the Washington neighborhood, one block away from the Vine St./Almaden exit from I-280. The Ministry serves over 1500 people a month with its food pantry, clothing and small household items closet, education programs for people of all ages, tax preparation service and seasonal programs like the Christmas toy giveaway and the backpack distribution in August.

The Community of Santa Maria Urban Ministry would like to THANK the community of St. Timothy's for their many wonderful donations this past year:

- The proceeds from October's Irish Pub Dinner and Sing-along totaled over \$8000 this year!!! This has enabled the Ministry to purchase sleeping bags, blankets, easy-to-open food items, hygiene kits and new socks and underwear for our increasing homeless population, along with a considerable quantity of good protein items to put into the food boxes at the ministry (tuna, salmon, whole chickens, fresh/frozen fish, etc.)
- On a weekly basis, I transport in my Murano (it is often filled to the brim!) donations left in the storage bin outside of Edwards Hall (across from the tool shed.)
- The Love Bucket – the big straw basket always in place by the front doors of our church – is often filled with canned and packaged food items. These are also collected on a weekly basis.
- With help from you, Santa Maria distributed Christmas presents and backpacks to over 400 children this year. The youth of St. Tim's raised money and purchased the backpacks and supplies for 25 backpacks. They also helped stuff another 70 backpacks with supplies provided by Santa Maria. This is one of the major projects organized by Santa Maria and St. Tim's participation made it VERY successful.

The SMUM community is VERY, VERY grateful for the generosity of so many people at St. Tim's. If you would like more information about the Ministry and other ways to serve there, please contact Joanna Shreve at jrshreve@aol.com.

Joanna Shreve

BUSINESS of the CHURCH

Senior Warden's Report

Fellow St. Timothy's parishioners, as co senior wardens, it is our privilege to report to you on the year that was 2016. It was a momentous and truly packed year in which our community embraced change and flourished. We said good bye to Father Ron and some ministries, and welcomed new ministries and our Interim Rector, Mother Karen.

We began the year by electing five new vestry members who quickly got to work with five incumbents to discern and establish priorities for the year at the vestry retreat. The Episcopal Church defines the basic responsibilities of a vestry as "to help define and articulate the mission of the congregation; to support the church's mission by word and deed, to select the rector, to ensure effective organization and planning, and to manage resources and finances."

In order to ensure that we are grounded in God's intentions for this congregation and the church's mission, we begin each meeting with study of Scripture. For much of the year, we have based our study on the book *God's Grace and Robert's Rules* by Richard Kunz. We have also used writings from the Episcopal Church Foundation Vital Practices website. The article *Vestry Members as Spiritual Leaders* encouraged us to begin praying for one another throughout the month and we hope that parishioners regularly pray for the vestry and the vestry's work. At our most recent meeting, we returned to foundations of our faith as we spent time studying Jesus' words at the Sermon on the Mount.

The vestry has arranged our meeting agendas to include mission and discipleship (which includes stewardship, worship, and fellowship), as well as parish business. Bertram's field education project and the work of In Our Backyard have kept mission work at the center of the St. Timothy's community. In addition, thanks to contributions from the entire vestry, and especially chef Chris Paul, we had a very successful dinner for the benefit of Santa Maria Urban Ministry, donating over \$8000 in support of this important ministry.

This has been a search year, beginning with the interim rector search led by Susan Slakey with Todd Hausman, Darlene Frick, and Susan Pimlott, continuing with the appointment of the Rector Search Committee. Ross Johnson chaired the search committee selection efforts and Chris has served as liaison between the Rector Search Committee and the vestry. We are very grateful to Susan Slakey for her graceful and capable leadership of the interim search committee and the rector search committee and we know she will leave the committee in good hands as Sue Ellen Johnson assumes leadership.

In addition to Anne Wilde's leadership in stewardship, Annie Yung has researched and brought to the congregation information about planned giving. Marguerite Williams spent many hours investigating and bringing into compliance the designated endowments Basic Physical Needs Fund and the Fields/Park Memorial Fund. We are very grateful for donors who have honored St. Timothy's and empowered us to continue to serve as God's hands and feet in the world. Bob Ulrey has continued to lead our fellowship ministry, organizing the Pentecost barbecue. Chris organized a pilot exploration of parish-led Wednesday dinners through the summer.

One important resource that is becoming more central to our community is the St. Timothy's Preschool, which has had a transformative year thanks to the leadership of Janet Kolstad. Myu Campbell has served as preschool liaison, ensuring that the vestry is aware of Janet's work, and also filling in on many preschool mornings.

Our parish website is another important resource that the vestry is responsible for maintaining. We are very grateful to Wyn Schuh's dedication to this important project over the past several years. Bob Ulrey has headed up efforts to evaluate our current website and transfer the website to a commercial-quality content management system. The new website is being tested and will go live in the next few weeks.

We have taken a number of steps in managing the resources and finances of this parish. Most notable is the rectory mortgage refinance, completed in March. This was an enormous task, carried out by Cindy Jarvis. We are very grateful for her careful efforts in this. Dave Wilde, as junior warden, continues to share his expertise in developing emergency plans and ensuring that St. Timothy's will be able to care for its parishioners and for the surrounding community in a large-scale emergency. Dave and Nan Zender worked together to refresh and refurbish the rectory. Jim Hutchinson is ensuring that we are operating consistently with California state law and we are preparing to implement our first personnel and policies manual, bringing us into compliance with current Diocesan policy.

It has been our very great privilege to serve St. Timothy's in this capacity. Thank you for your support and ongoing prayers for the vestry.

Susan Pimlott & Cindy Howard

Treasurer's Report

2016 was a strong financial year for our community. We went into the year with a small planned deficit of around \$3,250. Thanks to strong performance by the Preschool and generous giving by our community, including some one-off gifts above and beyond normal pledge, we came in with a **nearly \$28K surplus**. General highlights:

- Pledges came in over plan thanks to some generous giving above planned pledge.
- Plate came in under plan, but near our historical norms. We will adjust our plan for this year accordingly.
- Expenses came in over plan by about \$6K. We had to pay property taxes on the Rectory again to the tune of \$12.5K due to continued delays in our tax exemption (we are still pushing for this!). Insofar as these taxes were not in our plan for this year, we did well – excluding the tax we came in under plan.

The Future

We continue to evolve and grow as a community in being the face and hands of Jesus. We see and acknowledge how we are making choices with our own finances and giving purposefully to St. Tim's and God.

- We have about 5 new pledges this year (households who did not pledge last year but have this year).
- We have a few pledging units who have left the area, or otherwise don't plan to pledge again this year.
- As of January 16, we have 59 "official" pledging units, and several households we anticipate will pledge or give regularly. Historically, pledges continue to come in through March, so I anticipate somewhere between 60 and 70 pledging units which is in line with our norm. If you plan to give regularly but haven't pledged, please consider doing so – it helps us plan! You can turn in a pledge or e-mail me directly.
- The parish – you – are giving generously! Despite not all pledges being in, we have already exceeded the total pledge from last year.
- Momentum in the Preschool has been strong and is anticipated to continue – we came in well above plan this year at \$156K and expect even stronger performance for 2017.

It is great to see this momentum going into 2017. We are a church community that cares and that focuses its journey of being the hands and face of Jesus in our community.

Balance Sheet as of December 31st, 2015			
Assets:		Liabilities	
Current Assets:		Acct Payables	\$0
Cash Accounts	\$168,500	PrePays	\$32,844
Investments	\$242,717	Rectory Loan	\$251,093
Total Current Assets:	\$411,217	Total Liabilities:	\$283,937
Acct Receivables	\$1,753	Fund Principal	(\$69,898)
Fixed Assets:		Parish Equity	\$970,785
Land & Bld	\$686,999	Rectory Equity	\$459,963
Equipment	\$196,479	Excess Cash	\$27,885
Furniture & Fixtures	\$89,631	Total Fund Principal	\$1,388,735
Rectory	\$711,063	Restricted Funds	\$424,470
Total Fixed Assets:	\$1,684,172	Total Liabilities, Funds	\$2,097,142
Total Assets	\$2,097,142		

Revenues	2017 Plan	2016 Actuals	V\$	V%
Pledges	377,000	354,556	22,444.00	6%
PreSchool Tuition & Trfr	165,000	156,288	8,712.00	6%
Other	6,000	11,389	(5,389.00)	-47%
Building Use	56,000	52,816	3,184.00	6%
Investment Income	-	358	(358.00)	-100%
Plate and Holiday Giving	10,000	9,830	170.00	2%
Transfers from Restricted Accounts	5,000	6,180	(1,180.00)	0%
Total Revenues	619,000	591,417	27,583.00	5%
Expenses	2017 Plan	2016 Actuals	V\$	V%
In Kind Donation Offset	-	0	N/A	N/A
Total Staff Salaries	188,000	174,359	13,641.00	8%
Total Pre-School Salaries	97,000	81,433	15,567.00	19%
Total Staff Benefits	99,500	63,719	35,781.00	56%
Total Preschool Benefits	11,550	10,465	1,085.00	10%
Replacement Personnel	2,300	2,246	54.00	2%
Rector's Discretionary	2,400	283	2,117.00	*
Rector's Professional Hospitality	600	467	133.00	28%
Total Net Compensation and Benefit	401,350	332,972	68,378.00	21%
General Administration Expenses				
Total Office	24,750	27,490	(2,740.00)	-10%
Total Facilities	60,250	61,775	(1,525.00)	-2%
Total Hospitality	4,250	3,122	1,128.00	36%
Total Insurance	10,600	9,946	654.00	7%
Total PreSchool Expenses	10,050	9,200	850.00	9%
Total All Other	39,050	48,404	(9,354.00)	-19%
Total General Administration	148,950	158,266	(9,316.00)	-6%
Diocesan Fairshare	67,500	68,851	(1,351.00)	-2%
Prior-year FairShar True-up	**	3,443	**	**
Total Expenses	617,800	563,532	54,268.00	10%
Net Total	1,200	27,885	(26,685.00)	**

As you can see in the tables, we are projecting a slight surplus for 2017. We do anticipate higher expenses this year as we continue to invest in the Preschool, the Rector Search moves forward, and are experiencing some escalation in benefits costs. Despite this, as with last year, we anticipate several opportunities to reduce costs through the year – this plan reflects a conservative scenario. We hope to outperform and end up with a more significant surplus as we did this year.

*Rector's Discretionary was not heavily used this year but we continue to budget for it.
 **Prior year Fair Share True-up is part of our expenses but we don't budget for it specifically; the amount is not known until the Parochial Report is completed.

Jim Hutchinson

Junior Warden's Report

This was a busy year for facility maintenance and improvement projects. This important work could not have been accomplished without the dedication of many parishioners sharing their time and talent. Thank you!

Sanctuary Roof Repair

In March it became apparent that leaks had developed in two places on the west side of the sanctuary roof. The roof was repaired, but some interior ceiling cosmetic repair remains to be completed.

Rectory Improvements

In preparation for our new Interim Rector moving into the Rectory, a number of improvements were completed in March, including:

- Painting entire interior, and cleaning all carpets, heating ducts, and surfaces;
- Replacing dining room chandelier, 3 bedroom ceiling fans, and interior door knobs;
- Installing new curtains and window blinds in some rooms;
- Installing two new low-flow toilets; and,
- Installing new smoke and carbon monoxide detectors and fire extinguishers.

Facility Signage

To ensure visitors feel welcome and find their way, existing facility signs that had become faded were replaced with new welcome signs, restroom directions, and a campus map.

Preschool Facility Improvements

There were a number of improvements made to our preschool facility, including: painting walls, adjusting doors, and replacing one of the back sliding doors. The preschool also benefitted from three Eagle Scout projects which focused on outdoor activities.

Memorial Garden

New patio furniture was purchased and a plaque commemorating the internment of ashes (transferred from the rose garden) was installed. Attention was also given to the maintenance of the fountain and the plants and sprinkler system.

Parish Work Days

Five formal parish work days (and several informal work days) were held throughout the year. These work days resulted in many improvements of the church facility, including:

- Painting the Rector's office;
- Weeding and new plantings in the front garden areas;
- Installing a new pull-down ladder in the pantry;
- Installing new facility signs;
- Installing ground cover bark;
- Cleaning the kitchen oven;
- Cleaning all roof gutters except for sanctuary.
- Power-washing brick walkway in front of sanctuary to remove moss; and,
- Conversion of the front lawn to drought-tolerant landscape.

Also, the faithfulness of the Lay Weeders (who tend to our garden areas weekly) was critical to maintaining the beauty of our facility.

Front Lawn Conversion to Drought-Tolerant Landscape



Due to the ongoing drought, we initiated plans to convert the front strip of lawn between the sanctuary and Grant Road to drought-tolerant landscape. Although we stopped watering the lawn in 2015, we didn't actually start the conversion until mid-2016. To minimize the cost of this effort, we took advantage of the Santa Clara Valley Water District's Landscape Rebate Program which pays \$1/ft² for eligible conversion projects. Our project was approved and completed between August and December. This project involved:

- Removal of three dead plum trees and old lawn turf; and,
- Installation of a weed barrier, drip irrigation, wood chips, soil amendments, and about 250 drought-tolerant plants.

The rebate will more than cover the cost of the project, and we'll save money in the future by using less water

Facilities Maintenance Technician Change

After many years of valuable service in providing handyman/facilities support at St. Tim's, Steve Swayze submitted his resignation in March. We utilized the skills of several different people on a temporary basis while we searched for a new handyman. Ron Koeper became our new handyman in November, and has been doing a fantastic job in getting us caught up on facilities maintenance.

Facility Re-Key Project

To improve campus security, we completed a facility re-key project in late December.

Ministry team leaders were consulted to identify facility access needs. The project consisted of the following:

- Providing building access through the use of both keys and keypads;
- Fewer people will need to be issued keys;
- Outside groups will only be issued keypad codes;
- Keypad codes will be changed periodically; and,
- No changes for access to the sanctuary.

Dave Wilde

Report for Diocesan Delegates

The Diocese is divided into several Deaneries which are made up of local churches who meet three times a year.

St. Tim's diocesan delegates meet with the Santa Clara Deanery (representing parishes in Santa Clara County and led by deanery convener Bill Shreve) several times a year to share ideas and best practices, to elect representatives for various diocesan bodies, to review the diocesan budget and to prepare for diocesan convention. Diocesan delegates from St. Timothy's include Darlene Frick, Nelson Frick, Steve Peters, Bill Shreve, and Amy Witzke.

Amy Witzke

Diocesan Convention 2016

The 2016 Diocesan Convention was held in November at Sherwood Hall in Salinas with over 300 attendees from our Diocese of El Camino Real's 52 churches. Both delegates and clergy from each parish were represented. This year's theme was "Learning Together."

Bishop Mary's message included a statement about launching a year of more intentional learning. In keeping with St. Timothy's mission statement, the Bishop also said "I hope in this coming year we will be open to the ways the Holy Spirit is calling us to be faith leaders in our congregations and neighborhoods, discovering that within both we find learning partners who stimulate, challenge, and teach us to be generous and courageous sharers of the good news of Jesus."

At the Convention this year, the delegates and clergy received verbal reports from the Committees and Commissions which included nominees for various open positions, resolution changes, new ministries, social issues, etc. The Budget was reviewed and discussed and voted on by the attending members. There was time for prayer services as well as social interaction time.

It is a special learning experience to be involved in the business of the Diocese. Delegates serve for a one year term which includes attending the Deanery Meetings, as well as the two days at the Convention. The 2017 Convention will be held on November 3 & 4 in Salinas. If you are interested in finding out more details about becoming a delegate, please contact Darlene Frick.

Darlene Frick