

SAINT TIMOTHY'S  
EPISCOPAL CHURCH  
AND PRESCHOOL



### 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.

## 2013 Annual Report

**St. Timothy's Episcopal Church**  
Office Hours: T–Fr 10:00 a.m. to 3:00 p.m.

2094 Grant Road  
Mountain View, CA 94040

tel: (650) 967-4724  
fax: (650) 967-4401

e: [info@sttims.org](mailto:info@sttims.org)  
web: [www.sttims.org](http://www.sttims.org)

Publication Version

## From the Rector

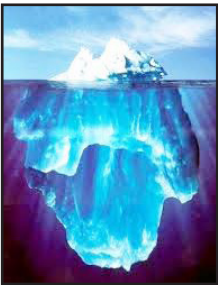
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On a warm summer day a young man from Milwaukee took his neighbor, a young woman by the name of Bessie Cary to a picnic. To get to the picnic spot the man rowed them in his little boat to an island in Lake Michigan.

After a while Bessie said, it sure would be nice to have a cool, refreshing dish of ice cream. So the young man whose first name was Ole got in the boat and rowed two and a half miles back across the water to the mainland for his date, to get her some ice cream. By the time Ole made his return trip to Bessie out on the island, the summer heat had melted the ice cream into a globby mess.

The incident prompted Ole, a young mechanic to look for a more efficient means of propelling a small boat. Five years later, Ole Evinrude, patented his revolutionary outboard motor and formed the Evinrude Motor Company and before long the company was swamped with orders for the little one-cylinder engine.

In the midst of the challenge of getting ice cream for his date, Ole Evinrude stepped into the discovery of possibilities and then became a transforming reality; for him and many others. What I also love about this story is that Bessie Cary, who soon after that melted ice cream became Bessie Evinrude, was responsible for the management of the business, as they worked together to make the discovery of possibility a reality.



You may remember this picture from the Annual meeting of 2013. I used it to help us recognize the next steps we would take together. A reminder that even though initial blinks are powerful images and impressions, it was what was below the surface that would determine our future.

This past year there was a great deal of technical work that needed to be done, the kind of problem solving work that you are very good at. Those aspects of our common life easily seen above the surface, encouraging more efficiency, magnifying layers of communications, programs, policies, responding to the needs of an infrastructure that had been deferred.

There was also deep discerning adaptive work that was submerged below the surface of what could easily be seen. It wasn't anticipated as part of the work we would embark on in January of last year, but by April it was necessary.

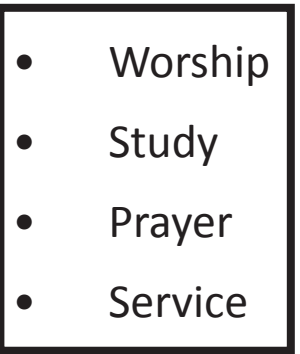
It has been hard work, tiring work, and could not have been done alone. We now reflect on the past 12 months rewarding work and time lived well. The vestry led with necessary spiritual dialogue about the real potential for long term health, sustainability and a spiritual awakening. Discernment always begins with questions, discovering more questions, and taking time to listen; before problem solving. With the parish's input throughout the year and the Holy Spirit's guidance and prayerful reflection, we have begun the adventure of the Point.

**THE POINT**  
ST. TIMOTHY'S EPISCOPAL CHURCH

This year our anchor gospel is Matthew. We will discover Matthew has a crystal clear understanding that discipleship, “following Jesus,” is central to living as Christians. As our discipleship grows so will ministry. It will be labor-intensive; it will require persistence and dedication, teamwork and trust and I believe will be rewarding work and time lived well. I am looking forward to 2014 and the discovery of possibility becoming reality as we serve together as the hands, heart and face of Jesus.

Faithfully,

*The Rev. Ron W. Griffin, Rector*



## A Retrospective of 2013

Dear Brothers and Sisters in Christ,

As I begin this letter as my retrospective on St. Timothy’s Church for 2013, I am also compelled to reflect on my last three years on the Vestry and last two years as Sr. Warden. When I joined the Vestry for the first time in 2010, after having spent two years living abroad and participating in a thriving, vibrant, progressive, innovative, well-endowed, and surprisingly St. Timothy’s-like Anglican church in England, the parish of St. Timothy’s that I had left in 2008 had changed significantly. The Great Recession of 2008 had also struck our church, and it was clear that rebuilding was needed. I remember talking to friends about “restarting” the church and planning our investment of time and effort to recreate what I had left years earlier.

These last three years have been a great experience for me, both in my faith journey and in understanding organizational dynamics. When I think back to the beginning of 2013, and then further back to late 2010 when I agreed to join the Vestry, wow has a lot changed! In 2010, as a parish we were weary, wistful, and wanting. We were lost in the desert, but most of us were faithful. We knew God wanted to welcome us into his arms, if we would endure. Some of my closest friends have not endured in our parish, nay in the Church in general. That hurts me, but also makes me glad for you, for us. Because now we are leaving the desert, we can see the land of milk and honey, and we are being drawn ever closer to God’s open arms. We can see Him, and we are accelerating, like a child hurries ever faster toward a long-absent parent.

We have accomplished much as a parish in 2013:

- We left behind our latent worries about what was, and have started looking at what can be.
- We resolved to keep running, and build upon, our preschool.
- We introduced new innovations into our worship and music, and reoriented ourselves to the church seasons.



- We had some terrific parties, such as the Celebration of New Ministry with Bishop Mary, the Pentecost party and barbecue, and of course the hoedown to benefit Santa Maria.



- We continued our children's programs of Godly Play and Rite 13, including our first-ever Urban Adventure in San Francisco.

- We expanded child participation in worship activities such as acolyting and leading the prayers.

- We learned as a Vestry, and also as a parish, how to listen to the Holy Spirit through the practice of spiritual discernment.

- We realized the power in our togetherness.

- We began hearing and living out our mission statement again - to make a difference in the world - through service projects like the Habitat builds, Bicycle ministry, Santa Maria Urban Ministry tutoring and fundraising, and the Felton Youth camp men's work day.



- We have mobilized youth and adults alike with the Manna Bag ministry

- And that's just the beginning! We have restored the foundation for much more in 2014 - we have moved to a phase of growth - in attendance, giving, and the budget. We have finished the year with a financial surplus, the first time in several years.

- We have resumed investments in our facilities and the Rectory that had gone largely neglected for years.

- We have begun to address other needs such as reviewing and reconciling the restricted accounts of past gifts from parishioners, or restarting the church columbarium trustee group.

- We have a Vestry which is focusing not only on budget adherence, but on mission and ministry, and how we can be the hands and face of Jesus in the world.



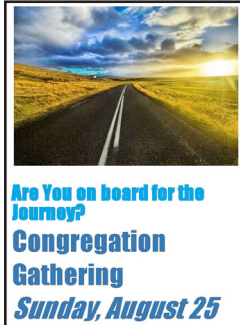
I would like to thank each and every one of you for your contributions, and I would like to highlight a few people who have had a significant hand in the direction of the parish this year:

- Shelly Hausman, whose efforts have allowed the preschool to continue following the retirement of our prior director.

- Wyn Schuh, who by leading the overhaul of the sttims.org web site has allowed us to become independent of contract developers and bring the parish dynamics to the site ourselves.

- Sandy Watkins, whose leadership has allowed the family ministry to continue to grow and expand following the departure of our Director of Children and Youth Ministries last year, and who organized the Vacation Bible Camp as an outreach initiative last summer.

- Deanne Phillips, who has taught the Vestry and parish about spiritual discernment, and thereby enabled the Holy Spirit to change the dynamic within the church, and our course forward.



So as I reflect back to the St. Timothy's of 2010, a casualty of the Great Recession, I also realize that this time in the Vestry and the parish has allowed me to see what our church can be. I can see that we have been winnowed, but we are destined for great things! I can see that the sign of the cross, tying the head to the heart, and then both to the hands, is allowing the Holy Spirit to change us. I am excited, both by what we have done this year, and what we will do in the future! We have new families and friends, new programs, and so much talent. We

have faith, hope, and love. And we know what Paul says - the greatest of these is love!

Thank you for your faithfulness this year, for your endurance, and for your support of the Vestry. I am looking forward to seeing how God manifests himself in our midst in 2014, how we will be the hands, face, and heart of Christ in our world!

Gratefully,  
Jonathan Trail, Senior Warden

## Spiritual Discernment Process



The members of St. Timothy's parish took an incredible journey of Spiritual Discernment in 2013! Along the way we reflected deeply on who we are as a faith community and how we want to express that by being the hands, face, and heart of Jesus in the world. The following is a brief recap of the journey we began in 2013, and continue in 2014!

### March/April 2013

The journey began when our Director of Children and Family Minister, Rev. Beth Parab, was called to a full time role last March. Mother Beth's growth as a member of the clergy brought us the opportunity to begin a process of discernment, the process of listening to God. We learned what Spiritual Discernment is:

- Invite God's participation, actively seek the Holy Spirit
- Pray
- Be open to hear God's call, direction
- Embrace discomfort and fear
- Listen with your heart, not your head



Also in April, our preschool director Helen Woodridge announced, not so very unexpectedly, that she would be retiring after 36 years of leadership at St. Tim's.

### May/June/July 2013

Starting in early May the Vestry began working intensely, meeting two to three extra times per month, over and above the regular monthly meetings that are part of the charter of our church. This amounted to an investment of about 350 man-hours of time in the evenings, on weekends, working on discernment, communications, and planning.

### August/September/October 2013

Lots of accomplishments started occurring as we continued our discernment:

- We resolved to continue the preschool offering, with a shift toward more integration of the church and the preschool. We were able to offer three sessions a week for 18 students, and the school went into the black!
- We assembled a dynamic team of teachers and consultants collaborating to integrate the pre-school program into church life, and build enrollment and outreach.
- We realized in this process and through Easter and Pentecost that the parish dynamic was changing and energy was increasing ... we wrestled with how to be the hands, face, and heart of Jesus in our world.
- We began a dialogue with the parish, collected input and conducted a survey as part of our ascertaining what the parish needed in our next phase of resurrection.

### November 2013

Building on the results of our August All-Parish In-Gathering dialogues, the September Parish Surveys, and further prayer and reflection, we were able to announce the following key results at our final Discernment update on November 24th.

- We found that, while children and family ministries remain an important foundational element to the parish, we long to do more service to others, and to be together as a parish more.
- The dialogue and survey revealed four key pillars of how we now see ourselves as the hands and face of Jesus:
  - o Worship
  - o Study
  - o Prayer
  - o Service to others

Introducing The Point! It's the reason we are here today - the point of church, of being Christians? In order to get to The Point, we have created a space to learn, grow, and be more effective as Christians:

- The Point will be an hour for offerings and entry points between services for us all to explore these four areas: Worship, Study, Prayer, Service to Others.
  - o Offer an 8-week rota of sessions based around worship, study, prayer and service.

Small Group Dialogues	
Category	Definition
Assets	What are St. Timothy's strengths, things we as a parish do well, our gifts?
Challenges	What things need attention, are not progressing, are we struggling with, or are not working well?
Opportunities	What can we as ministers do to expand, or add to, our current ministries and activities? How can we make these personal for each of us?

- o Based on feedback from the children's ministry leaders, we have expanded Godly Play and Rite 13 to allow the teachers and kids more time
- The first Point! course catalog was made available the 15th of December.

*Cindy Jarvis*

## Music and Worship Arts Ministry

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In 2013, the Music and Worship Arts Ministry continued to be a joyful presence in our services and in our community. All of the music and tech teams showed strong and faithful participation, continuing a fellowship which helps lead our spirit-filled worship and engaging parish

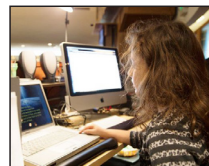
events. Besides our two wonderful worship bands, the Festival Choir and Instrumental Ensemble provided beautiful choral music for both Easter and Christmas this year, and our Children's Chorus also continues to maintain a presence in our worship services.



One of the goals established in 2013, and continuing in this coming year is to project music notation on the screen, to help the congregation learn and sing our musical offerings. The other significant new practice for our ministry is the "Almost" series; an ongoing tradition of parishioners meeting before each liturgical season to learn new music for the upcoming worship services.

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, Music and Technical Director*



## Children's Ministries

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Children are a vibrant part of our ministry at St. Timothy's. Our worship and many of our activities are planned to include the children of our parish such as the Blessing of the Bicycles and the Almost Advent festival.

During the worship, children are encouraged to participate in the service as acolytes, readers, and shell washers. Younger children are invited to sing with the band during one of the songs and the youths in the parish are full participating members of the music ministry. Youth and children help run the sound board and projector for our services.

Our 9 am service is spirit-filled but accessible by younger children. For some of the liturgical seasons we have a children's communion table that is always surrounded by children.

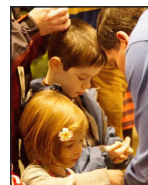
Godly Play is the centerpiece of our Sunday children's time. With the



new format brought about by the Point, our children now have more time to interact with each

other, the story, and their teachers. We have a great group of teachers and door monitors and are always looking for more to join our team.

Periodically during the year we have special festivals with teaching and crafts designed to celebrate the different seasons in the church. During the summer, we have Vacation Bible Camp where children from St. Timothy's and the community come together to learn and have fun. Children at St. Timothy's are an integral part of our parish life and community.



*Wyn Schuh*

## Rite 13

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Our RITE 13 program is open to youth ages 10 to 14. The RITE 13 celebrates the rite of passage from childhood toward adulthood through Bible study, prayer, rites of passage, outreach ministries and both serious and playful activities. Across the school year, the class welcomes 14 students nearly every Sunday. We are grateful for the efforts of our adult volunteers including Paul Flynn, Madeline Gerdes, Todd Hausman, Holly Hem, Bryan Wilde, Anne Wilde, Sam Stafford, Fred Worley and Julia Zhu. "Prepare Ye the Way of the Lord;" January started with a study of the life of Christ through the music of "Godspell."

In April, Father Ron, parents and students packed their bags for a trip to San Francisco for an Urban Adventure around the city which included a tour of Grace Cathedral.



Right before the summer break in May, students gathered to decorate the front oak tree for kick-off of Pentecost. It was a glorious sight. Thank you to Peter Sammel for organizing. It was a great way to

conclude the school calendar year.

To kick-off the new year and welcome our new class of students, RITE 13 travelled to Rancho San Antonio to explore the meaning of signs. Thanks to Annette Trail for organizing! The class has offered to donate a welcome sign for the meditation garden to welcome those that might need a moment of peace from the doctors' office next door.







RITE 13 has adopted the manna bag program as its service project in 2013. The class produced more than 400 manna bags since taking over the program in August.

The students prepared for the Advent season with a visit from St. Nicholas. The Bishop of Lycia reminded the students to focus on giving as an extension of Jesus Christ's heart, hands and feet. St. Nicholas was kind enough to leave a few gold coins in the shoes of the children that day. To continue the focus on service and giving, Anne Wilde guided the



students through a morning of personalized Christmas cards to accompany the gift cards donated by the parish for teens at the Santa Maria Urban Ministries.

To close out 2013, the students put on a pageant for the Christmas Eve service called "The Friendly Beasts." Many thanks to Julie Nelson, Annett Trail, Joanna Shreve and Sam Stafford for the help bringing the production to life.

Looking through 2014, the students and volunteers of RITE 13 plan to:

- Continue our service program
- Explore the lessons of RITE 13 as well as "Your Faith, Your Life" by Jennifer Gamber
- Continue to grow and have fun as the students take their place in the body of Christ



*Todd Hausman, Youth and Rite 13 Coordinator*

## Preschool



St. Timothy's Preschool is a play-based, faith-directed program for 3- and 4-year-olds that has supported parents and nurtured children since 1961. Currently, the school has 18 students (4 two-day students, 14 three-day students) in a multi-age setting.

2013 brought many changes to the preschool. With the retirement of Helen Wooldridge after 36 years, the school started using a team approach. Teachers Christina Raycroft, Dana O'Day and Linda Vo work with consultants Dr. Dionne Clabaugh and Shelly Hausman to connect the school and parish in a meaningful and sustainable way. Some of these connections included a visit from St. Nicholas and invitations to preschool parents to join the congregation for Wednesday Night Dinners and Parents Day Out.

St. Timothy's Preschool is known for its warm and nurturing environment. It has a long-standing reputation as a "sharing, caring" preschool with heart.

### *2013 Successes*

- Created faith-directed curriculum elements based on the key messages of each liturgical season. The teachers offer activities that connect readily-available children's books with the faith-based messages for each of the church's seven seasons: Advent, Christmas, Epiphany, Lent, Holy Week,



Easter, and Pentecost.

- Set up an e-newsletter and connected with parents and community through social media.
- Completed a strategic plan and visioning for the future process.
- Improved facilities with preschool rooms now painted a cheery green, blue and yellow.

- Targeted marketing campaign on a shoestring budget that included flyers, banners, banner, social media, parent and neighborhood listservs and paid advertising to thousands in the 94040 and 94041 zip codes through Facebook, Los Altos Town Crier and Mountain View Voice.

### *2014 Goals*

- Continue program improvement
- Increase enrollment and re-open the Tues/Thurs 3s class
- Continue to find creative ways to connect the school and congregation

For more information, see [www.sttimothypreschool.org](http://www.sttimothypreschool.org)

## Covenant Groups

Covenant groups are an enduring network of small groups whose members support each other spiritually through the highs and lows of personal and community life. We have eight groups meeting weekly to share their lives and faith, study and pray. We use a Bible study format called the Look Book Took written by our team of Ross Johnson, Sue-Ellen Johnson, Scott Boding, Julie Nelson, Kirsten Smith and Anne Wilde.



Although we were hoping to add some new 30 day covenant groups in 2013, the idea never gained traction. Covenant group leaders celebrated the ministry with a barbecue and swim party in September.

An updated list of covenant groups will be available soon. All groups are open and ready to receive new people at any time. Please contact Anne Wilde at [AnneAerobic@aol.com](mailto:AnneAerobic@aol.com) for more information.

## Stephen Ministry

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Stephen Ministers provide one-on-one pastoral care to members of our community who want support and the opportunity to talk about their challenges and crises. Stephen Ministers walk with their care receivers as they work through their situations supporting them with loving care, acceptance and prayer.

Currently we have five active Stephen Ministers serving six care receivers. These relationships are completely confidential, which is why you hear little about them. Stephen Ministers meet approximately every week with their care receivers. We also meet as a group twice a month for supervision of the caring relationships and continuing education.

People who are hurting or need someone to listen to them may request a Stephen Minister. Call the church office, send a note to Stephen Ministry via the St. Tims web site ([www.sttims.org](http://www.sttims.org)), or phone Bill Shreve, Referrals Coordinator, at 650-269-8137.



**Current and former Stephen Ministers at our Holiday Celebration in December. From left to right: Kandace Klemba, Susan Slakey, Darlene Frick, Bill Shreve, Donna Yobs, Sue-Ellen Johnson, and Grace Schmidt.**

## Altar Guild

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Reflecting back on 2013, the first thought that comes to my mind is GRATITUDE. I am so thankful for the amazing team of dedicated people who contribute weekly, sometimes daily to the work of the Altar Guild, Sanctuary Arts, and Flower Guild.

They each bring their full gifts, spirit, and energies to our work to make the Sanctuary and all the services held there a tribute to our faith, and an example of our four key pillars as the hands and face of Jesus: Worship, Study, Prayer, and Service to Others. The team members are:

**Altar Guild:** Cindy Jarvis - Director, Dottie Brunauer, Maureen Davies, Darlene Frick, Julie Hansen, Melissa Malley, Althea Parks, Deanne Phillips, Pattie Rotondo, Joanna Shreve, Marguerite Williams, Donna Yobs, Nan Zender

**Flower Guild:** Julie Hansen - Lead, Barbara and Nick Alfeo, Jennie Aviet, Karin Dutra, Annett and Maggie Trail

**Sanctuary Arts:** Karin Dutra - Lead, Gwen Bindon, Susan Lagassa, Madeleine Gerdes, Sandy Watkins

### 2013 Altar Guild Highlights:

**January** – Celebration of Thanks to Althea as Altar Guild Director for 20+ years, and an Altar Guild member for 40+ years. A gift of embroidered altar linens inscribed with Althea's years of accomplishments was presented to her for use at St. Tim's.

**February** – We prepared for Lent and supported Father Ron’s new ministry “Ashes On-The-Go”



**March** – Was both the Altar Guild Tea Social at the Rectory, and preparations for Holy Week. This year we had a new flowering cross, and the Palm Sunday and Easter decorations were facilitated by: Barbara and Nick Alfeo; Fr. Ron and Charlotte Griffin; Julie Hansen; Althea Parks; Joanna Shreve; Sandy and Katie Watkins.

**May** – The Pentecost Sanctuary Art project was outstanding!!!!

**June** – We held the Celebration of New Ministry for Fr. Ron – which was preceded by an intense round of polishing, sweeping, brushing, new vestments (Thanks Madeleine!). The Sanctuary was full of joy the day of the event!



**September** – The original St. Tim’s banner was framed and installed in the parish office



**Oct/Nov/Dec** – Planning for Advent began on Halloween – yes, I really did wear my costume to the meeting! As part of the new Advent worship plan we acquired a new Advent candle stand, and incorporated practices for having extra candles and the process to light them. We also started a new tradition of doing a little Advent decorating each week of the season ... sort of like an Advent calendar you open each day as Advent progresses.

*Cindy Jarvis*

## Santa Maria Urban Ministry

Santa Maria Urban Ministry is 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 280. The Ministry serves over 1500 people 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 the Hoedown (\$3064) have enabled the Ministry to purchase sleeping bags and blankets along with some easy-to-prepare food items to distribute to our homeless population.
- Gently-used household items left in the storage bin outside of Edwards Hall and across from the tool shed and food left in the Love Bucket are transported each Monday morning to SMUM.





My Forester was filled to the brim with food brought to the all-parish worship and luncheon on November 24th. This included the back seat and front passenger seat! The boxes of food for the holidays which are given out from the Ministry's Food Pantry were well supplemented by these wonderful donations.

- This year, at the Christmas toy distribution, over 500 children received gifts. Our St. Timothy's community collected gift cards and money for 120 \$25 giftcards for the teens (each inserted in a greeting card prepared by our Rite 13 group) These were very popular and very much needed. The people in the community of Santa Maria Urban Ministry are very grateful for the generosity of so many people at St. Timothy's. We are making a difference in the world. Thank you!!

*Joanna Shreve, Treasurer and Volunteer*

## Men's Retreat

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Men's Retreat "Best Weekend Ever" was held at Redwood Christian Park, Boulder Creek, CA. It



was a weekend filled with Worship, Study, Prayer, Service and great fellowship. Save the Date: "Best Weekend Ever 2" May 30 - June 1.



## Spiritual Care Service at El Camino Hospital

St. Timothy's has been an active participant in this volunteer effort for more than four years. The Spiritual Care Service now involves over 60 volunteers between the Mountain View Hospital and El Camino's Los Gatos facility. This marks more than 41 years of service providing spiritual and emotional support to patients and their families, hospital staff and physicians. During 2013, Spiritual Care volunteers visited over 6900 El Camino patients. Increasing requests for Therapy Dogs have resulted in a total of seven "Dog Volunteers" and their animals now being available on request.



Also growing is a group of 15 active Catholic volunteers who function separately to accommodate Catholic patients. Overseeing this activity is new Chaplain and Director of Spiritual Care Services, the Reverend John A. Harrison who joined us in June and brings broad experience and a fresh outlook to this ministry. In 2013, for the third year, St. Tim's made Edwards Hall available in December for the Spiritual Care Service's annual Christmas luncheon, this year featuring deluxe box lunches



provided by El Camino Hospital's kitchen. Darlene Frick and Chuck Utley were active in 2013, visiting hospital patients from one to two hours a week. Darlene was recently re-elected to the Spiritual Care Executive Committee and will serve again as Orientation Supervisor in charge of volunteer training.

Through the Spiritual Care Service, the Word of the Lord brings comfort to patients and their families at El Camino Hospital that is attainable no other way. Future Spiritual Care volunteer openings will be available soon. If you are interested, please contact us.

*Chuck Utley*



## Grant Cuesta Rehabilitation Ministry

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St. Timothy's outreach ministry was created in 2009 in response to a request for a non-denominational service for patients at Grant Cuesta Rehabilitation Center. The 30 to 45 minute service was designed to serve about 20 patients and to include music and prayers selected to fit patients' needs. The basic format still works well. A "Celebration Leader" from St. Tim's directs each service, scheduled for the first and third Sundays of the month. The opening portion of St. Tim's 9:00 am service has been used at Grant Cuesta via DVD since the ministry began five years ago, and creates a church-like atmosphere for the patients in attendance.

Success of the Grant Cuesta Ministry can be measured by their continuing high interest in the Sunday services, which average 25 to 30 attendees. The real heroes of this ministry are the "Celebration Leaders" from St Timothy's who plan and present the Sunday services. We are all thankful to Madeleine Gerdes, Laura Casellas and Jenny Aviet, who continue to provide the love and prayers and blessings that mean so much to the patients at Grant Cuesta. And we invite interested individuals from St. Tim's to inquire about participating in this wonderful ministry.

*Chuck Utley*

## Facilities Team

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### Community Work Days

We had two work days in 2013 which attracted over twenty volunteers for each Saturday. The May work day was spent cleaning out and refreshing the plantings in our gardens and checking out and repairing our sprinkler system. The August work day was spent cleaning out most of



our storage areas, sorting and throwing away, and then inventorying the items we wanted to keep as they were stored away again. (These inventory lists are available through our webmaster.) By cleaning out and reorganizing our storage places, we were able to clean out the small office off of Edwards Hall and create a small chapel.



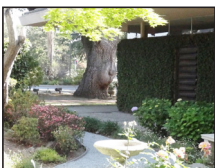
### **Rectory Maintenance**

This past year we have spent \$22,800 on repairs and upgrades to the Rectory. This included a new roof, all new appliances for the kitchen, attic cleanout, termite tenting, kitchen disposal repair, new fireplace screen, chimney cleaning, tree trimming and the repair of a bathroom shower. In 2014, we would like to replace the patio

in the backyard as it is in really bad shape, and actually so uneven as to be unsafe.



### **Tree Service**



In December we had another dead ash tree removed from the back of the Guild Room, a front oak tree thinned and trimmed, and two almost dead olive trees removed. (Cost of \$2700) This work was done by Saratoga Tree Service who have been servicing our trees for a number of

years now. They commend our community in caring properly for our beautiful trees on our property.

### **Painting**

In late August, we painted Rooms 1-5. The cost of this was shared with the Champion Youth Enrichment School (they paid 75%.) In the last two weeks of December, the preschool rooms were painted yellow with bright blue and green trim. The cost for this was taken out of the Pre-school Temporary Restricted account.



### **Routine Maintenance**

The routine maintenance is taken care of largely by our Facilities Manager, Steve Swayze, and a very capable volunteer, Sam Stafford.

*Joanna Shreve*

## **Financial Report**

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Available by contacting the church administrator ([michael@sttims.org](mailto:michael@sttims.org)).

## **Minutes of the Annual Meeting**      **Sunday, January 27, 2013 - 10:16 a.m.**

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Available by contacting the church administrator ([michael@sttims.org](mailto:michael@sttims.org)).