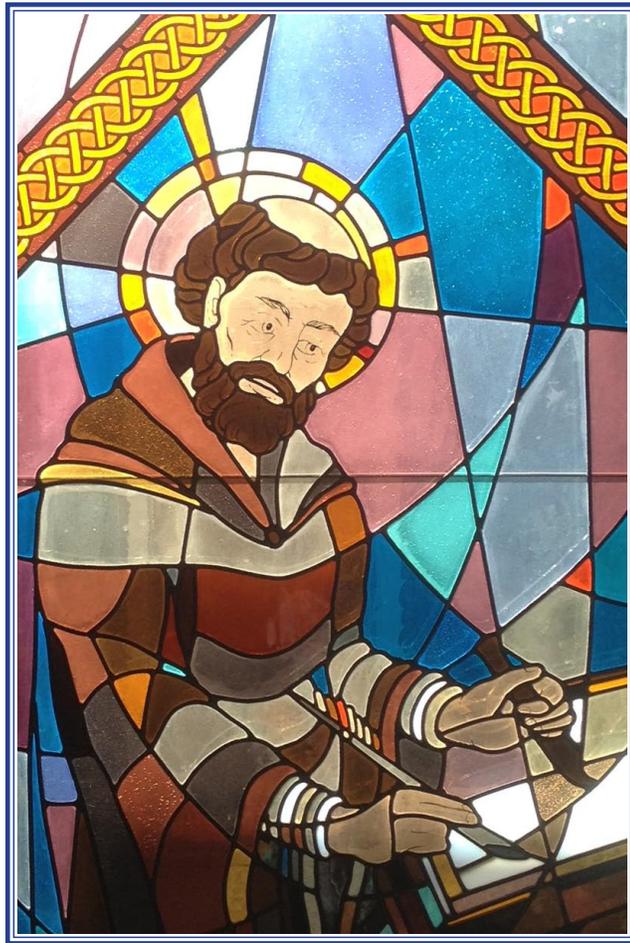


St. Bede's Episcopal Church

2013 Annual Reports

Annual Parish Meeting, 26 January 2014, 11:30am



2650 Sand Hill Road, Menlo Park, California 94025

www.stbedesmenlopark.org

St. Bede's Episcopal Church
Menlo Park, California

Annual Parish Meeting

26 January 2014

11:30am

Looking Back; Looking Forward

Call to Order

Senior Warden's Reflection – Ann Latta

Introduction of new vestry members and blessing of outgoing vestry members

Incoming Vestry: Jon Backlund
Laura Gable
Abby Mintz
Jack Wenstrand

Outgoing Vestry: Tanya Gulevich
Ann Latta *Senior Warden*
Mathai Mammen
Nancy Stork

Treasurer's Report – Hal Louchheim

Buildings & Grounds and capital projects update – Fred Langhorst

Sustainable Ministry – The Rev. Gia Hayes-Martin

Closing Prayer

The 2014 Vestry convenes immediately in the Ford Room for a brief organizational meeting.

Parish Annual Milestones

BAPTISM

Fill them with your holy and life-giving Spirit.

Cameron Thomas Bowman

Rose Elizabeth Flegel

Joseph Oliver Wilhelm Leen

MARRIAGE

Let their love for each other be a seal upon their hearts.

John Hideki Wenstrand & Meagan Suzanne Kenny

DEATH & BURIAL

Grant them a place at the table in your heavenly kingdom.

Werner Hans Walter Stoy

Jean Bennett Seccombe

Alfred Leon Wilcox

John Nicholas Luque

Barbara Suminsby Benson

Brad Branson Lowman

David Nelson Hannebrink

Nathalie Baldwin Blais



Rector's Report

Was it only a year ago that I was preparing to submit my portfolio to St. Bede's? So much has happened since then that it seems longer. I spent the first half of 2013 interviewing, listening, praying, and finally accepting the call to serve as your rector. After saying farewell to my last parish and taking some time off, Melville and I arrived at St. Bede's on September 1. We both appreciate the enthusiasm and warmth with which you welcomed us to the parish.

The most important goal I have for my first year with you is to get to know St. Bede's and establish solid, healthy relationships with all of you. The trust that we build in these early months will be the foundation for everything we do and are together in the coming years. I've gone to lots of meetings: the vestry, the Altar Guild, hospitality and ushers, the choir, the finance committee, the board of Trinity School. All of them have helped me learn about you personally and how St. Bede's functions. Some of you have called me and made time to sit down with me one-on-one here at church. Some of you have invited Melville and me to your homes. And I intend to do more of this as my first year with you unfolds. As I said at our parish meeting in October, one of the weird aspects of being a priest is that all of you know me better than I know you. I'm in front of you most Sundays, I talk about myself fairly often, and there isn't an equivalent for you. I want to get to know you as well as you know me. So, please, call me and let's find a time to talk. Invite me over for dinner if you wish. Yes, my days are full, but this is important too. You are important. And I will make time for you.

Relationship-building doesn't fit easily in a to-do list. It is difficult to measure, and it sometimes seems like it doesn't accomplish much. It is, however, critical for our life as a community of faith. Still, we've accomplished some concrete things together as well. Soulwork, our Christian education program for adults, resumed its weekly gatherings in November after a hiatus of several months. Childcare is now always available during Soulwork to make it easier for parents of young children to participate. Despite its time slot conflicting with choir rehearsal, Soulwork has consistent attendance of at least twelve people and sometimes draws as many as eighteen. Our conversations so far are lively, reverent, respectful, and deep. If you haven't experienced the renewed Soulwork yet, I encourage you to check it out.

We've also worked to bring greater coordination and organization to our pastoral-care efforts. Ten people expressed interest in being part of the new Pastoral Care Team, which is a remarkable number in a parish our size. We visit St. Bede's parishioners who are homebound or in the hospital, send cards, deliver meals, and give rides to and from church. We are experimenting with a Google Doc (containing only non-confidential information) to make sure people are receiving the kind and frequency of care they would like. Irene Lawrence capably chairs this group. To request care for yourself or someone else, please contact Irene or me, or let the church office know.

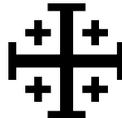
St. Bede's has been without a permanent music director since Jane McDougale's departure last spring. David Sheetz has ably filled the role in the interim. The search for our new music director began last November. While the canons of the Episcopal Church give the rector sole authority over the hiring of staff members, I prefer to work in a more collaborative way. I convened a music search committee, including Steve Boisvert, Carol

Brink, Rani Fischer, Mathai Mammen, and Amy Worden. Steve and Amy have had to step back from the committee because of work commitments, and Nancy Stork has recently agreed to come on board. I am exceedingly grateful for the musical and hiring expertise that our committee members bring to this search process. They possess gifts and experience that I do not have, and together, we are far more effective, perceptive, and skilled than I could be on my own. Working with input from David, Rani, and the choir, the committee drafted the job description for a half-time position, which we posted in a number of outlets. Applications are currently coming in, and we expect to begin interviewing candidates within a few weeks.

This fall, we also took some initial steps to strengthen our programs for children and youth. After faithfully coordinating Sunday school for some years, Jeanne Cooper wished to move into other ministries, and Katie Machemer and Diane Spath agreed to step into this role. We secured professional nursery care for the youngest members of our community on Sunday mornings. In December, the vestry agreed to move forward to build a sustainable children's and youth ministry based on a model developed by Mark DeVries. We hope that the sustainable model will ensure a solid future for our children's and youth programs, give our teachers and volunteers the support they need to carry out their ministry, and help our young people grow into the full stature of Christ. I'll say more about this at our annual meeting, and you will certainly hear more about it this year.

2013 has been filled with blessings. I am looking forward to the new things God will do in us and through us in 2014!

– *The Rev. Gia Hayes-Martin*
Rector



Vestry Report

It's been a big year for the vestry. In 2013 we worked with two interim clergy, the Reverend Eileen Lindeman and the Reverend Jennifer Hornbeck, in parish administration and governance. With strong support from the parish, especially in the persons of Hal Louchheim and the Finance Committee and Fred Langhorst and Buildings & Grounds, we built momentum and developed program. And with the strong support of Carol Shedlock, parish administrator, we maintained continuity, calendar, and communication.

Our major accomplishment and our great blessing was the hiring of the Reverend Gia Hayes-Martin. Our Profile and Search Committee, under the leadership of Bill Harris and Irene Lawrence, developed a parish profile, a snapshot of who we are and our hopes and goals, and conducted an extensive national search to present to the vestry the best candidates, the best fit, for our parish. After conducting a thorough and lengthy interview process, we called the Reverend Gia Hayes-Martin to lead us toward our vision of "the City on the Hill." Gia arrived on September 1, 2013, and our real work began. The enthusiasm for Gia's presence has propelled us forward beyond our hopes. The fundraising goal for our Fall Gala was exceeded as well as the funding for our Ecumenical Hunger Family Sharing—all largely due to the energy, purpose, and support we receive from Gia. We are well fed, both in spirit and body.

Throughout our interim period and continuing under Gia, the vestry has put thought and effort into changing the way we do business, the way the vestry works at St. Bede's. We purposely opened vestry meetings to the parish with structured time for parish input. We assumed greater responsibility for strategic planning and decision-making, and we continue to propose and discuss new ways of incorporating technology into our daily business and parish communications, making our church presence known in the community, and structuring vestry and parish initiatives to include the talents and energies of a broader group of parishioners.

St. Bede's vestry reflects the love and commitment of our congregation and brings together talent, skills, knowledge and a sense of camaraderie as we do the church's business. It has been a deep pleasure and a sustaining experience to work with such strength and faith.

*– Ann Latta
Senior Warden*

Children's Programs

Our 2013-2014 year began with the usual heavily attended Rally Day, where we had around fifteen children participate in making a St. Bede's banner that has been hanging in the Sunday schoolroom since September. With transitional rector Jen Hornbeck's help in planning lessons, children reviewed some of the Genesis stories, complete with art projects depicting the Garden of Eden and the flood. Most of November and December was spent creating a new Christmas Pageant script based on the New Testament stories of Jesus' birth; the children picked the story's framework, drafted much of the beginning dialogue, and volunteered for more or fewer lines and solos as they were so inclined. It's been a big relief to have some of the younger girls stepping up to the plate with beautiful voices, as I know we may be losing some of our older children soon.

The plan for the rest of the year has been designed by Reverend Gia, Katie Machemer, Diane Spath, and myself. We're going to feature a unit based on prayer practices, both traditional, through art, through the labyrinth, and personal ways to include dialogue with God in daily life. We also plan on introducing the ways God and spirituality can be understood and reflected in modern media including music, TV, and the internet. This is an attempt to move away from some of the limitations of Godly Play for older children, as well as addressing some of the difficulties with getting pre-teens to do crafts every week!

The goal of this new focus on implementation of spiritual practices is to help children see how to use their faith in everyday life and its challenges. As our kids face middle, then high, school, we want to help them make the transition to a more adult and reflective spirituality. My older class is particularly smart and perceptive, and I want them to feel comfortable contemplating the ways they can use their faith in everyday life and how the church can be a comfort and support for them through challenges.

We are also considering re-introducing the Easter Pageant, as well as more ways to integrate the children into day-to-day parish life and worship.

The program definitely faces some difficulties in the coming year. Sparse or unexpected attendance is always a concern, especially when planning a curriculum where we don't know how many children to expect from week to week. This is going to be especially difficult as we try to plan the prayer practices curriculum, as we want to build on the previous Sunday's message without too much repetition.

Another concern is aging out of the 8-11 year old class. We have several students in middle school who will be entering high school within the next year or so. While our curriculum certainly has room for their perspectives and contributions, we will need to develop some way to integrate them into older roles, including acolytes and some sort of spiritual development program. That is something that is an ongoing challenge we will hopefully be working on later this spring and into the fall.

– *Claire Lawrence*
Sunday Schoolteacher & Pageant Director

Opposite page: Graphical description of 2013 Children's Programs by Katie Machemer.

2013 Children's Ministries

Shared Activities

Bulb Planting
 Pack the Back service program
 Easter Egg Hunt
 Parish Retreat
 Summer Fun Day Sundays
 Rally Day Activities
 Gingerbread House afternoon
 Christmas Eve Pageant & Piñatas

0-2+ years old
 Nursery

Caregivers -
 Shabriese Davis
 Yasmin Vega

2013 Organizers
 The Rev. Eileen Lindeman
 Jeanne Cooper
 The Rev. Jen Hornbeck
 Diane Spath
 Katie Mächemer

3-7 years old
 Curriculum
 Godly Play

Teachers -
 Katie Gosling
 The. Rev. Kevin Sparrow
 Christina Becher
 Elena Cervantes

8-14 years old
 Curriculum
 Jan-June Godly Play
 Aug-Oct Bible Study
 Oct-Dec Pageant
 writing and rehearsal

Teacher
 Claire Lawrence

Goal for 2014 to hire
 a Director of Children
 and Youth Ministries
 for the Fall

Pastoral Care Program (the “Web of Caring”)

In an effort to make St. Bede’s pastoral care efforts more available and more efficient, we have assembled a team of parishioners who are eager to carry out a number of tasks in this area. Volunteers stand ready to visit, bringing Communion when wanted, to bring food, to run errands, to provide transportation, to pray, or to provide other kinds of incarnated love as needed.

One of our goals is to add to the list of volunteers who are called to this ministry in one way or another, either regularly or on an occasional basis. We also hope to encourage those who are in some need or other to bring it to our attention, and not to think that it is a bother to us. Let’s keep it a true “web” of caring.

– *Irene Lawrence*
Coordinator



Welcome & Hospitality

Looking back, we ate a lot of cake in 2013, as hospitality is sometimes not only about welcoming people but also bidding them farewell in a loving manner. We did that in style, in addition to serving light lunches at the annual, spring, and fall meetings, plus a welcome brunch after our first-ever combined service on Rally Day, and hearty appetizers and desserts at our first-ever fall gala.

We also marked the liturgical calendar gastronomically, from pancakes (with a side of healthier fruit and yogurt) on Shrove Tuesday to festive coffee hour on Easter Sunday, a barbecue on Pentecost and piñatas and cookies on Christmas Eve. Parishioners at all three Christmas services, and the single service on December 29, had the chance to commune over goodies afterwards in Lehman Hall, another first.

And of course we served coffee hour fare twice on most Sundays, an easier task than ever with like-new coffeemakers and a handily stocked cart for the 8:00am setup that just needs retouching for the 10:15 service. We all benefited from new collaborations with people whose other St. Bede’s commitments prevent them from hosting, such as choir members, but who nevertheless bought items during the week, brought baked goods, or cleaned up after the later coffee hour.

Their efforts were especially appreciated by stalwart coffee hour hosts, including Fred Langhorst, Jeanne Cooper, Hasma Serverian, and the Spath family. We’re hoping to see more such partnerships and people willing to host occasionally in 2014.

Of course, hospitality is more than food and drink. Rev. Gia Hayes-Martin has already convened 2014’s first meeting of ushers, coffee hour hosts, and others with an interest in welcoming guests and newcomers, with plans for another on March 2.

– *Jeanne Cooper*

Annual Pledge cards on file as of 23 January 2014

Megan Ancker	Bob & Jeanette Latta
Julie & Jon Backlund	Brian & Emily Wilhelm Leen
James Bartosh	Ronnie Sue Leith
David Shaw Bass	Ted Lorraine
Medea Bern	Carol & Hal Louchheim
Deborah & Peter Blackmore	Dr. Daniel & Mrs. Kate Macheimer
Doug & Vicki Blayney	Mary & Jim Madison
Rachael & Larry Bowman	Mathai & Anna Mammen
Carol & Ed Brink	Sally Marshall
Elizabeth G. Chamberlain	Ann Mason
David Chu & Irene Lawrence	Will McDowall
Alex Coleman	Abby & Arthur Mintz
Jeanne Cooper & Ian Hersey	Sung Il Moon
David & Joan Craig	John & Marjorie Oda-Burns
Brian & Kathleen Douglas	Michael & Meredith Pellegrin
Ruth Escher	Jon Poe & Anne Vitullo
George & Alis Fern	Mrs. Gordon L. Poole
Rani Fischer	Marge & John Posthauer
Jim & Betsy Fox Fisher	Ann Poulson
Nick & Elizabeth Flegel	Anne & Wes Poulson
Laura Gable	Diana Powell
Katie Gosling	Julie Reid
Bertita & Mike Graebner	Liz Bellock & Doug Ross
Tanya Gulevich	Sue & Mike Sartor
Al & Betsy Harris	Dave & Megan Sell
Bill & Cristina Harris	Richard & Robin Sequeira
Melville & Gia Hayes-Martin	Angela Sherry
John Hickson	George & Charlotte Shultz
Frank & Janet Hill	Nancy & Bob Shurtleff
Dora Ho	Betty Smith
Rita Horiguchi	Michael & Diane Spath
Mary Frances Jett	Gerald & Margot Spillman
Ginny Johnstone	Nancy Stork
Mark Knight & Carol Shedlock	Michelle Swenson
Josh & Juliet Knowles	Liza Taft
Randall & Elaine Kriegh	Kathleen Thompson
Marjo Lachman	Jack & Linda Wenstrand
Julia Klasson & Fred Langhorst	Dick & Becky Zeren
Ann Latta	

Total: 77 Donors on file = \$284,558

2014 pledge cards are available at the rear of the church and in the parish office.

Finance Committee & Treasurer

The Finance Committee serves as an advisory group providing Vestry and the Treasurer with a source of direction for management of the parish finances.

The Finance Committee, which meets monthly, currently has six members: George Fern, Randy Kriegh, Hal Louchheim, Jon Poe, Angela Sherry, and Michelle Swenson. Rev. Gia Hayes-Martin also regularly attends the meetings. As often as possible, one member of the committee attends each Vestry meeting to help ensure that the Vestry has a better picture of the church's financial issues.

The committee assists the Treasurer in the preparation of the annual budget that also reflects input from numerous constituencies and departments. Throughout the year, the committee reviews monthly results and recommends changes in spending plans that may be required in light of actual results.

The summary of 2013 operating results compared to 2012 is shown on the next page. Total income was \$303,323 almost 12% below prior year (\$343,831). However, if full transfers from the Endowment Fund and the annual fundraising account had occurred the shortfall would have been less than 2%. Expenses for the year were \$554,209 compared with \$599,739 in 2012. Both years were quite atypical while we made the transition between two "permanent" rectors. In 2013 significant "savings" resulted from some "under-staffing" in the music and youth programs.

We enter 2014 in sound financial condition. Currently (through 1/20/14), parishioner pledges have matched the total for last year, providing, along with our expense reimbursements, a solid base of income. On the expense side, the year commences with the intent to rebuild and/or reconfigure program staffing. Thus the full-year personnel expenses are difficult to budget; however, the church has the resources to cover these "renewed" expenses.

We are most appreciative of the service from the Monday morning finance volunteers: Carol Brink, Jeanne Cooper, and George Fern. This group counts and reconciles the weekly pledge and plate offerings. If there are parishioners who would like to volunteer to augment our counting crew, please contact me or Rev. Gia.

Finally, we wish to thank all in the parish (staff and volunteers) for their careful husbanding of the church's funds.

Hal Louchheim *Treasurer*
George Fern *Assistant Treasurer*

**St Bede's Episcopal Church
Operating Income and Expenditures-- 2012 & 2013**

	<u>2012 Actual</u>	<u>2013 Actual</u>
Income		
Pledge Income- Current Year	314,059	286,772
Pledge Income- Prior Years	4,660	5,543
Plate/ Christmas/Easter Income	5,747	10,752
Endowment Fund Inc	8,000	-
Fund Raising Events	11,000	-
Other Sources	365	256
Total Income	<u>343,831</u>	<u>303,323</u>
Expense		
Program Expenditures		
Worship	92,023	119,974
Music Program	104,353	53,390
Altar Guild	5,000	6,095
Hospitality	5,485	4,942
Education- All Ages	23,904	7,900
Outreach- Diocese & DCSP	64,380	54,049
Total Program Expenses	<u>295,145</u>	<u>246,350</u>
Administration	99,904	97,089
Maintenance & Repair		
Maintenance & Repair	51,909	48,959
Transfer to Reserve Accounts	24,000	47,000
Insurance- Gen' & Workers Comp	54,404	41,151
Utilities	38,031	44,546
House/Groundskeeping/Misc.	36,346	29,114
Total Maintenance, Insurance & Repair	<u>204,690</u>	<u>210,770</u>
Total Expenditures	599,739	554,209
Less:		
Trinity School & Other Expense Credits	(256,128)	(250,919)
NET Expenditures	343,611	303,290
Net Income/ (Deficit)	220	33

date: 23/01/2014

file: HAL_operatingResults.xls

Endowment Funds & Capital Campaign

Endowments

The church has two endowment funds: the Maintenance Endowment Fund and the Jarrow Garden Endowment Fund.

At year-end 2013, the value of the two Endowment Funds was \$851,939. The increase from 2012 is \$209,314, of which \$68,000 was a transfer from the Capital Campaign Fund. As shown below the increase (excluding the \$68,000 transfer) is 21.6%.

Distributions from the Endowment Funds are governed by policies set by the Vestry. The operative policy has been to distribute each year 5% of the 3-year average value of the respective endowment funds. Distributions from the Maintenance Endowment Fund commenced when its value reached \$250,000. In 2013, the Maintenance Endowment Fund did not distribute any funds to the parish because these funds were not required to cover operating expenses. The Jarrow Garden Endowment Fund distributed to the parish \$2,500.

The values of the endowment funds at the end of the last four years were as follows:

	<u>12/31/10</u>	<u>12/31/11</u>	<u>12/31/12</u>	<u>12/31/13</u>
Funds:				
Maintenance Endowment	\$348,307	\$351,606	\$594,589	\$791,022
Jarrow Garden Endowment	<u>46,978</u>	<u>44,324</u>	<u>50,036</u>	<u>60,917</u>
	\$395,285	\$395,930	\$644,625	\$851,939
<i>Net Percentage Change</i>	+9.5%	+0.2%	+12.3%*	+21.6%**

* *Excluding the \$200,000 transfer*

** *Excluding the \$68,000 transfer*

It should be noted that annual changes in value reflect not only market changes but also the net impact of distributions, interest, dividends and contributions during the year.

Capital Campaign

The guidelines for the Capital Campaign “require” that 50% of the contributions greater than \$582,800 be allocated to the Maintenance Endowment Fund. Through year-end 2013, a total of \$1,131,870 has been received—of which \$122,660 was in calendar 2013. To date, \$268,000 has transferred into the Fund. To fill out the full 50% “requirement” an additional \$6,500 will be transferred in 2014, plus 50% of new contributions and/or pledge payments.

At year-end, the campaign fund has approximately \$146,000 available for facility improvements.

The Endowment Investment Committee Members are currently George Fern, Hal Louchheim, and Elizabeth Smith. Our current challenge is to find a reasonable (and safe) return on our funds despite the incredibly low nominal interest rates.

– *Hal Louchheim*
Treasurer

Facilities

St. Bede's Buildings & Grounds Committee is responsible for the ongoing maintenance and enhancements of the facilities on the St. Bede's campus. The committee is comprised of the Junior Warden (liaison to the Vestry), the parish administrator (site supervisor), and several parishioners who have special skills and experience in facilities maintenance; the rector is also an *ex officio* member of the committee. While committee members may personally implement some maintenance projects, their primary responsibilities are: identifying needs, selecting contractors, planning, and assuring projects are completed satisfactorily.

In 2013 several facilities and grounds renovation projects were completed in addition to the ongoing preventive maintenance:

- The Hill Center (church office building) received the following improvements:
 - A new membrane roof was installed to replace the failing tar and gravel roofing.
 - The parish administrator's workspace was moved into an office and a new reception area was created inside the main Hill Center door.
 - Fresh paint was applied on all interior surfaces.
 - New carpet was installed throughout.
 - Decorative interior window treatments were added.
- A new AT&T VOIP phone system was installed to replace the 30-year-old analog system.
- A Wi-Fi (wireless network) access point was installed in the sanctuary.
- Enhanced exterior lighting was installed for the walkways and parking lots.
- The drainage ditch along the side and rear of the campus was expanded and "paved" to prevent run-off from going into the neighbors' lots north of the campus.
- Wood chip mulch was applied to all planted areas in and around the parking lots.
- The disintegrating modesty fence behind Lehman Hall was removed and replaced with several potted bushes. This provides visual access to the Community Garden and opens up the patio/grill area.

In addition to the above, a major project presented itself in early September. On August 31, a water heater in the Trinity School office/library building sprang a leak and within one hour had flooded the building. As property owner, St Bede's took on the responsibility of repairing the damage to the building and contents. This work was completed in less than a month with the help of several very competent contractors. The majority of the restoration expense was covered by St. Bede's facility insurance.

In 2014, the Buildings and Grounds Committee will focus on the following special projects in addition to ongoing preventive maintenance:

- Improvements to Wyatt Hall – The cost estimates in 2012 for expanding the building footprint were too great to implement the expansion. There are, however, several opportunities to improve the utility of that building and they will be investigated.
- A comprehensive ongoing maintenance database will be expanded to document all of the requirements, schedules, and contractors.

The committee: Jon Backlund (joined Jan '14), Fred Langhorst, Mike Sartor, Carol Shedlock, Jack Reynolds *Emeritus*, Rev. Gia Hayes-Martin *ex officio*

Organ Restoration Completion

Thank you for your amazing response to our Organ Restoration Appeal over the last two years! We were so fortunate to be able to take advantage of master organ-builder Hans-Ulrich Erbslöh's expertise again in September, 2013. St. Bede's instrument is still one of the finest in the area, and will remain so for many decades thanks to the maintenance it received this year. Hans and his colleague, Bernd Becker, restored the Cromhorne rank to its former glory and re-tuned all the pipes. They also added a much-needed set of trumpet pipes to the pedal division.

– Rani Fischer, Organist & The Rev. David Sheetz, Interim Music Director

Thanks again to the donors to our Organ Restoration Appeal!

Lisa Ahorner	Marjo Lachman
Julie & Jonathan Backlund	Ann Latta
James Bartosh	Jeanette & Robert Latta
Nathalie Blais	Clay & Kitty Lehman
Doug & Vicki Blayney	Mitch & Eileen Lindeman
Carol & Ed Brink	Hal & Carol Louchheim
Family of Carol & Ed Brink	Melody Lowman
Chris Brown	Ann Mason
Jo Matter Burchard	Jane McDougale
Elizabeth Chamberlain	Will McDowall
David Chu	Ronald McKean
Alex Coleman	Abby Mintz
Jeanne Cooper & Ian Hersey	Sung Moon
Roy Countryman	Jeanne & Clark Moore
Carol Cutting	Michael Morganstern
Brian & Kathleen Douglas	Delores Nelson
George & Alis Fern	Elizabeth Trueman & Ray Perrault
Lynn & Victoria Fischer	Jon Poe & Anne Vitullo
Rani Fischer	Marge & John Posthauer
Richard & Patricia Ford	Ann Poulson
Laura Gable	Henry & Eve Roux
Ann Groves	Virginia Royden
Catha Hall	Sue & Mike Sartor
Al & Betsy Harris	Aram & Hasma Serverian
Bill & Cristina Harris	David Singer
John Hickson	Betty Smith
Janet & Frank Hill	Phyllis Soave
Rita Horiguchi	Ann & Joe Stockwell
Anna Inglis	Kathy Thompson
Ginny Johnstone	Jeff & Julia Weber
Josh & Juliet Knowles	Anonymous-1
Elaine & Randy Kriegh	Anonymous-2

Arts at St. Bede's Concert Series

Our arts series is alive and well despite the loss of our beloved director, Jane McDougle. The Rev. David Sheetz and I were happy work together to continue the tradition of fine music and community. We are most grateful to our subscribers who underwrite the concerts, and for all the volunteers who help at the concerts, collecting ticket money and running the post-concert receptions, in particular Carol and Ed Brink, Jim Bartosh, and Liza Taft.

Our goal is to offer a variety of classical performances, from instrumental to vocal, with Eastern European to Korean influences, spanning the Middle Ages to today, all while showcasing both large and small ensembles. Fortunately, our audiences have remained about the same size as last year so far.

Here is a list of offerings. Today, in fact, Thomas Schultz will play Chopin, American ballads, and newly composed works on piano. This season also includes our old friends, the Master Sinfonia Chamber Orchestra, which is playing not one, but two concerts here. The newly restored Beckerath organ is featured in three recitals: a September recital by me and David, and then two young stars: Adam Detzner from Stanford, and Chinar Merjanian from San Jose State University. We welcomed baritone, David Miller, with tenor, Matthew Goulart, singing gorgeous art songs. Come May, Doris Williams will sing Renaissance love songs accompanied by lute and recorder. We also look forward to the lovely string quintet Divisa Ensemble who live locally in Menlo Park. Finally, it was a pleasure to end 2013 in December with a packed church listening to Kitka singing *Wintersongs*.

– Rani Fischer & The Rev. David Sheetz
Co-directors of Arts at St. Bede's

Community Garden

Growing flowers in the Community Garden is an in-reach project which the Sunday school has undertaken to supply blooms for the holy water table and coffee hour. Most of these are bulbs because they are the most reliable flower in drought conditions. The exception is our fourth generation of St. Bede's sweet peas, resown annually. In 2013 we grew tulips and sweet peas for coffee hour and table centerpieces. Summer crops of tomatoes and other vegetables were shared with parish members.

– Vicki Blayney

Community Service

Home & Hope

Responding to suggestions in the parish profile and the urgent need of one our longtime community service providers, in the second half of 2013 St. Bede's volunteers focused more of their service and fundraising efforts on Home & Hope, a transitional family shelter program hosted by Peninsula churches and synagogues. Through our Fourth of July pie/shortcake sales, fall rummage sale, participation in the Journey Home walk-/run-/bike-athon and a larger end-of-year distribution from the Seccombe Fund, we exceeded our goal of raising at least \$3,000 for this worthy nonprofit, which was facing a severe shortfall due to government funding cuts. (It is impossible to mention the Seccombe Fund without noting the loss of one of its two namesakes, Jean Seccombe, who passed away in February at age 91; husband Roger Seccombe preceded her in death in 2004, at the age of 84. Both were tireless advocates and volunteers for Home & Hope, Service League, and other community service efforts at St. Bede's. Jean's family asked that donations in her memory be made to the Seccombe Fund, which received several thousand dollars as a result.)

Home & Hope also benefited from an expanded roster of new and veteran Bede's volunteers (too many to list!) who provided dinner, childcare, and overnight chaperones for four to five families on four scheduled nights throughout the year, and offered dinner and childcare for three nights at Trinity Church in July—our first such collaboration with our neighboring parish. Young volunteers also contributed for the first time: J.B. Pellegrin organized coat drives at Woodside Elementary and Trinity School; he and Charlie Pellegrin entertained Home & Hope kids, and the Stewart family (including children Maddie, Silas, Cooper, and Reese) covered dinner and childcare one night at Trinity Church.

Some St. Bede's volunteers also filled in individually on nights when St. Bede's services as a full team were not required. We're already facing increased demands for evening assistance from Congregation Beth Jacob in Redwood City and other Home & Hope partners, so we hope to recruit more volunteers in 2014.

International aid

In Lent and Advent, we upheld several longstanding traditions of community service, specifically fundraising for international programs. Our Lenten rummage sale—like the fall one, advertised in local newspapers and online—drew a large crowd and raised \$1,006 for Nets for Life, an anti-malarial campaign in Africa, thanks to many donors, patrons and volunteers, while the Sunday school children's coin drive in Lent raised \$334 for *Pwoje Espwa*, a Haiti orphanage/school/clinic.

In Advent, we raised \$500 for Philippines typhoon relief by Episcopal Relief & Development, thanks to sales of Filipino treats donated by Connie and Celeste Rojas, friends of the parish. Our support of Global AIDS Interfaith Alliance donations as an alternative gift continued, spearheaded by Carol Brink. The 2014 Lenten rummage sale is expected to make up the difference between the approximately \$800 collected and the \$1,900 cost of a nursing scholarship in Malawi (including tuition, room and board, uniform, books, and stipend.)

Local aid

We also served the local community in Advent, with a record number of cash and gift donations for needy families in Ecumenical Hunger Program's Family Sharing program,

coordinated at St. Bede's by Fred Langhorst and Laura Gable. On Christmas morning we had the largest contingent from St. Bede's ever distributing cookies and caroling at the San Mateo County Jail. First-timers Ann Latta, Nancy Stork, and Livy Stork joined Ian Hersey and Jeanne Cooper doling out bags, many of which were decorated by St. Bede's folks and Trinity School students, and some filled with cookies baked by Nancy.

Donations of food, clothing and household items to EHP and InnVision Shelter Network continued year-round, with John Hickson and David Chu taking primary responsibility for delivering them; Carol Brink also continued to deliver mini toiletries to drop-in shelter clients, while Maddie Stewart, William Wenstrand, and Nancy Stork helped sort the many greeting cards donated to the Service League.

Juliet Knowles, Katie Machermer, and Diane Spath shared duties for buying healthy children's food for the Sunday school's altar offering, which supports EHP's Pack the Bag program. Monies donated in Jean Seccombe's name subsidized this program in 2013 and with the surplus from Family Sharing will continue to do so in 2014. Just before Thanksgiving, Amy Worden helped organize a frozen turkey drive for a local food bank (enthusiastically supported by Vera Shadle, Abby Mintz, and others) and also encouraged blanket donations during a cold snap.

We also made the traditional year-end distributions to local service partners from the Seccombe Fund, which is supported by direct donations and parishioners' eScrip accounts (in which merchants donate funds tied to their credit card purchases). This year we gave \$615 each to InnVision Shelter Network, EHP, Home & Hope, and the Service League and \$510 each to *Los Ayudantes*, Episcopal Chaplaincy of Stanford Hospital, and Habitat for Humanity of Greater San Francisco.

Hands-on service

As Rev. Gia Hayes-Martin noted in meeting with volunteers in November, working with people directly—as at Home & Hope or in the jail on Christmas Day, described above—can be the most transformative kind of community service. In June, Diane Spath and other volunteers also answered a call from EHP to help sort items donated by departing Stanford students, which may lead to St. Bede's hosting sorting sessions in Lehman Hall next summer.

St. Bede's volunteers also gave their time to the literacy programs of *Los Ayudantes*, a nonprofit that got its start in the parish. Vicki Blayney joined Ann Latta, Michelle Swenson, John Hickson, and Jeanne Cooper in working with Redwood City middle and elementary school students, while Sue Sartor, Becky Zeren, and Julie Backlund served with Ann and Michelle on the *Los Ayudantes* board. More volunteers are needed to help with *Los Ayudantes*' weekly after-school and weekday morning programs.

Thanks and thoughts

The discussion of how and where to focus our community service efforts—and how to publicize them beyond the parish—no doubt will continue in 2014. Throughout 2013, we appreciated the creative energy of many more volunteers than those already named above, the generosity of numerous donors, and the enthusiastic support of our interim rector, transitional minister, and new rector for our ministry in general.

— Jeanne Cooper
Community Service Committee chair

Altar Guild

As a carryover from 2012, 2013 was another year of investment in establishing common practices across the Altar Guild. That included:

- Review and inventory of all of the altar linens and placing them on a cleaning routine
- Review and inventory of all of the vestments for repair and cleaning
All vestments were cleaned and repairs completed as needed.
- Altar Guild representation at weekly clergy staff meetings to assist with communication of service needs and execution across all of the Altar Guild Teams and services
- Tracked expenses to provide a picture of our monthly run rate and the areas of largest expense as an investment in future expense management
- Held several meetings with the new Rector to orient her to our current practices in preparation for the Christmastide services and to pave the way for new practices

As we enjoy the leadership of our new Rector the Altar Guild will be a strong partner in the execution of weekly and special services. We will continue to invest in the care and maintenance of our vestments and linens. Additionally, an Altar Guild member will be monitoring the care and condition of our prayer books and hymnals. We will continue to track and manage expenses in the best interest of the church.

We always welcome new members, male or female. If you are interested please reach out to Gia Hayes-Martin or an Altar Guild member. We all look forward to being a part of the investment and growth in St. Bede's next phase of parish life.

– *Julia Klasson Langhorst*

Altar Guild Flower Team

The flower team of the Altar Guild is responsible for arranging the floral displays within the sanctuary each week, which includes weddings and memorials, as well as arrangement of the extensive decoration that is done for the special seasons of the liturgical calendar such as Advent/Christmas, Lent/Easter, and Pentecost. Just as there are liturgical reasons and purpose for the elements involved in the preparation for our religious services, the floral displays also follow the liturgical calendar in terms of color and symbolism. For example, in the upcoming Lenten season the displays begin with pussy willows and progress to the somber bare branches leading up to Maundy Thursday, when the sanctuary is stripped of all décor in preparation for Good Friday.

The floral work is a bit of a “specialty,” meaning that the duty entails going to the wholesale floral company to select and purchase flowers, then taking down and arranging new sconce and Holy Water stoop arrangements. The goal is to have one flower team person for each week of the month, which follows the Altar Guild model of weekly teams. The flower team started years ago with as few as two people, and has fluctuated to as many as five. There is always room for more members, so if you have an interest and the time to work with flowers, please contact me! The work each week is done individually; however, we come together as a team during the Christmas and Easter seasons. To serve the church through floral expression is really not work at all, but a spiritual and gratifying experience.

Donations to commemorate special occasions or loved ones are always gratefully accepted and acknowledged in the Sunday bulletin. Floral expenditure is approximately \$65-\$75/week. The poster calendar for floral donation sign-up is located in the north narthex.

– *Robin Sequeira*

Trinity School

MISSION & BACKGROUND

Trinity gives each child a voice.

We guide children to self-discovery.

We celebrate the child's growth in critical thinking, character development and social responsibility.

Trinity School encourages preschool to fifth grade children from all backgrounds to love learning.

We foster rigorous academics grounded in child-centered content.

*Trinity upholds the values and traditions of the Episcopal Church
and honors the role of the family in educating children.*

The legacy of a Trinity education is a curious mind and a discerning heart.

Trinity School, in its 54th year, serves 164 students with 134 at the St. Bede's campus for Junior Kindergarten through Grade 5 while thirty preschool students attend the Early Childhood Program at Holy Trinity Church.

The School attracts students from Menlo Park, Atherton, Portola Valley, and Redwood City. The School's cultural and economic diversity reflects that of its surrounding neighborhoods. Approximately 41% of the student body is composed of children of color. Nearly 15% identify their families with the Episcopal Church. Fifteen percent of families receive nearly full or partial financial aid.

Trinity School is accredited by the following organizations: California Association of Independent Schools (CAIS), Western Association of Schools and Colleges (WASC), and National Association for the Education of Young Children (NAEYC). It is a member of the National Association of Independent Schools (NAIS) and the National Association of Episcopal Schools (NAES).

2013 ACTIVITIES & ACHIEVEMENTS

Among Trinity School's many activities over the course of 2013, the following are key highlights:

- *Program:* The School continues to explore through research and practice the "just right" interface teachers, tech tools, and maximizing student learning.
- *Facilities:* At Trinity Church the Angus Hall preschool classrooms enjoy tremendous appreciation from teachers, children, and parents. The physical environment helps manifest the thoughtful program for Trinity School's youngest students. Bathrooms were remodeled on the St. Bede's campus and significant damage to the Library and Office caused by a burst pipe has been completely mitigated. Trinity School appreciates the goodwill and good working relationship between church and school during this process.
- *Professional Development:* The School continued its innovative 2-week summer program for teachers, which included in-depth planning and teacher training/exploration with technology as well as a retreat at Bishop's Ranch. Teachers also completed independent study programs based on areas of interest to enhance teaching and learning.
- *Community:* The School modeled and taught inclusion for all community members to respectfully engage with our differences. The Student Teacher Leadership Team, in its eleventh year, shaped the way young people engage with service learning. Reduce, reuse,

and recycle were values Trinity School encouraged to support sustainability and resource conservation. Grade 5 students evaluated non-profits and presented the Heart of Trinity award to five deserving organizations.

2014 GOALS

- * *Maintain strategic focus on enrollment and low attrition: 32 preschool students at Trinity Church and 136 students at St. Bede's.*
Please tell a friend about Trinity School: www.trinity-mp.org

CONCLUSION

Trinity School continues to provide an exceptional educational experience by building a safe, inclusive, and empathic community. The value-based curriculum addresses both the academic and the spiritual needs of children from the Mid-Peninsula. The School enjoys exceptional support from its talented chaplain team who lend not only personal guidance but also faith in our vital mission. As ever, we embrace the coming year.

– *Mary Menacho*
Head of School

2013 VESTRY MEMBERS

Vicki Blayney
Carol Brink *Clerk*
Jeanne Cooper
Michael Graebner
Tanya Gulevich
Fred Langhorst *Junior Warden*
Ann Latta *Senior Warden*
Mathai Mammen
Sung Moon
Robin Sequeira
Diane Spath
Nancy Stork

PARISH STAFF

The Rev. Gia Hayes-Martin - Rector
The Rev. David A. Sheetz - Interim Music Director
The Rev. John Oda-Burns - Volunteer Assistant
Carol Shedlock - Parish Admin
Rani Fischer - Organist
Angela Sherry - Bookkeeper

DEANERY DELEGATES

Carol Brink
Rani Fischer
Michael Graebner
Dave Sell

2013-2014 PARISH REPRESENTATIVES ON SCHOOL BOARD

Jeanne Cooper
Judith Paulus
Michelle Swenson

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