



St. Mark's Episcopal Church 2016 ANNUAL MEETING

910 E 3rd Ave

p. 970-247-1129
f. 970-259-2315

office@stmarksdurango.com
www.stmarksdurango.com



2015 St. Mark's Parish Staff

The Reverend Dr. Lin Lilley, Interim

The Reverend Carol Tookey, Assisting Priest

The Reverend Susan Blue, Assisting Priest

Tammy Basile, Parish Secretary

Sue Evans, Sexton

Curtis Storm, Choir Director

Helen Jauregui, Organist

Ashley Elrod, Nursery Attendant

Jackie Kruis, Nursery Attendant, Through October 2015

Laura Haspel, Nursery Attendant, Through October 2015

Joan Fauteaux, Parish Secretary, Through August 2015

Angie Halverstadt, Children's Formation, Through December 2015

Scott Hagler, Music Minister, Through June 2015



Table of Contents

1)	St. Mark's 2016 Annual Meeting Agenda	4
2)	2015 Annual Meeting Minutes.....	5
3)	Vestry	10
4)	Notice: St. Mark's Bylaw Amendment.....	12
5)	2015 Financial Report	13
6)	2012-2014 Financial Audit Report.....	15
7)	Endowment Committee Report	17
8)	Music Ministry Report	18
9)	3rd Avenue Arts	19
10)	Children and Youth Program Report.....	20
11)	Junior Warden's Report.....	21
12)	Senior Warden's Report.....	22
13)	Interim's Report	23
14)	Attendance Statistics	24
15)	New Rector Search Committee Report.....	25
16)	Altar Guild Ministry.....	28
17)	Building & Grounds Committee.....	29
	Landscaping Committee.....	29
	Security & LED Lighting Report.....	30
18)	Caring Community	30
19)	Christmas Bazaar	31
20)	Daughters of the King	32
21)	Finance Committee	32
22)	Liturgical Committee	33
23)	Outreach Committee	33
24)	Personnel Committee	34
25)	Radical Generosity	35



Navajo Solar Light Project 35

Parish Emergency Management Planning 37

26) **Southwest Region of the Colorado Episcopal
Diocese** **37**

27) **Stewardship Committee** **38**



St. Mark's 2016 Annual Meeting Agenda

Call to Order		Rev Lin Lilley, Interim
II	Opening Prayer	Rev Lin Lilley
III	Approval of the 2015 Annual Meeting Minutes	Luri Own, Clerk of the Meeting
IV	Presentation of the Christ Candle	Jessica Cox, Sr Warden
V	Bylaws Amendments	Jessica Cox
VI	Wardens Nominations	Rev Lin Lilley
VII	Vestry Election Candidates	Jessica Cox
	a. Bruce Rodman	
	b. Kip Boyd	
	c. Karen Overington	
VIII	2015 Financial Report	Moni Grushkin, Treasurer
	a. 2012-2014 Financial Audit Report	Susan Stamets, Finance Committee Chair
IX	Endowment Ministry Report	Steve Kiely
	a. Committee Elections (2)	
X	Music Ministry Report	Linda Mack & Curtis Storm, Choir Director
	a. 3 rd Avenue Arts Update	Paul Duggan
XI	Children & Youth Ministry Report	Angie Halverstadt
	a. 2016 Children/Youth Update	Ellen Babers
XII	Junior Warden's Report (Summary)	Bob Prentice, Jr Warden
XIII	Senior Warden's Report (Summary)	Jessica Cox
XIV	Interim Report	Rev Lin Lilley
XV	Search Committee Update	Ellen Babers/Joyce Boyer
XVI	Other Committee/Ministry Reporting	See written reports
XVII	Report of Elections	Jessica Cox
XVIII	Other/New Business	Rev Lin Lilley
	a. Service Schedule Discussion/Straw Vote	
	b. Other Ministry/Committee Development	
XIX	Adjournment	



2015 Annual Meeting Minutes

St. Mark's Episcopal Church, Durango, Colorado

Call to Order and Opening Prayer

St. Mark's Episcopal Church met on Sunday, January 25, 2015, for its Annual Meeting. Jessica Cox, Senior Warden, convened the meeting at 12:00 noon.

The Rev. Susan Blue opened the meeting with prayer, asking that those gathered remember especially parishioners Dick Pearson, whose father passed away last week, and Eloise Talbert, who suffered a heart attack earlier today.

New Business

Jessica introduced the Rev. Ruth Woodliff-Stanley, whom the St. Mark's Vestry has hired as consultant to guide the congregation as it heals and transitions following the departure of its former rector, the Rev. Ken Malcolm. Ruth related a story about a family trip to take her oldest son to college that resulted in an unexpected discussion and a family covenant. Her own breakthrough during this discussion had come while folding laundry, and she views her time with us as a way to help us "fold some laundry" of our own with the hope that, as a congregation, St. Mark's will experience this time of uncertainty as an opportunity for new assessments of who we are as a community. She introduced us to a chart to help us identify what has happened and what will happen with vocabulary to identify our feelings and responses along the way. The chart reflected the stages of Information and Expectations, Loyalty, Stability and Productivity, Pinch and Crunch, which then leads back to Information and Expectations.

Jessica shared with the congregation that she has been in ongoing conversation with Bishop Rob O'Neill and Canon Missioner Lou Blanchard. They will be connected and supportive as we go through the upcoming transition and search for a new rector, and they recommended that we work with Ruth as part of our healing process. Jessica then read aloud a letter from Bishop O'Neill, who directed that St. Mark's keep its current Senior Warden, Jessica Cox, and Junior Warden, Albert Halverstadt, in place as we move into this year of transition. Copies of the letter were distributed to those in attendance and will be made available on St. Mark's website. A copy of the minutes will be an attachment to these minutes after formal approval of the minutes in 2016.

Jessica then called for the Approval of the Minutes of the 2014 Annual Meeting. Susan Stamets offered the correction that the 2014 budget had been presented at that meeting but that no 2013 financials had been presented. Susan Blue moved to approve the minutes with that revision; **the motion carried.**

Presentation of the Christ Candle

Jessica invited Angie Halverstadt to come forward and presented her with the Christ Candle in recognition of her work with St. Mark's children and youth, noting that Angie is "the most precious blessing" in planning and keeping parishioners up to date about activities for children and youth. Those gathered honored Angie with a standing ovation. Angie thanked the congregation and highlighted the help she is given by the parents and the Youth Committee.



Vestry Elections

Vestry elections for four open positions followed. Five candidates introduced themselves: Paul Duggan, Preston Knight, Megan Krischke, Susan Stamets, and Scott Wallace. Ballots were distributed, marked and collected. Results were announced later in the meeting; Preston, Susan, Scott and Paul were elected.

Financial Report

Jessica introduced Moni Grushkin, St. Mark's Treasurer, to give the Financial Report. Moni reminded us that she had been treasurer before and began her current service as treasurer in July 2014. She mentioned the change to the QuickBooks software and the learning curve that entailed, and she told us that she is still closing the 2014 books.

The financials she presented today included a five-year history of previous budgets, and the 2015 budget is based on factual numbers rather than projections. The history was presented as a roadmap to show how St. Mark's came to the financial position it is in today. Moni pointed out that St. Mark's has been an incredibly generous parish over the years and reminded parishioners that she and the Vestry members are volunteers in leadership roles on behalf of the parish membership as a whole. She stressed that it has been uncomfortable to consider the facts of the current finances in providing the best stewardship of the parish's financial gifts going forward. Moni mentioned that, while we are blessed with an endowment, it is easy to adopt the attitude of "if funds don't come in, we've always got this;" with that attitude, if we continued to withdraw funds as we did last year, the endowment could be depleted in a couple of years. The 2015 budget, however, has been developed around actual pledges that have come in and not an amount that the Vestry hopes will come in. The Vestry has considered both salaries and pensions; the Diocese mandates that parishes pay pensions equivalent to five percent of the wages for any employee who works 20 hours per week and to match up to four percent more if the employee chooses to make a voluntary contribution. The Diocese also mandates the salary of a rector based on parish size. Further, the Diocese mandates that parishes pay 100 percent of the health insurance for any employee who works 35 hours per week.

Moni stressed that the parish is not in its current situation because of the situation with Cheryl Birchard, former parish administrator, last year and that there is no reason or intent to keep anything hidden from anyone about that. Preston Knight mentioned that he thought that gifts couldn't be designated; Susan Stamets clarified that gifts can be designated for a program but not for a person. Moni then pointed out that Scott Hagler's 2015 compensation package will include his salary plus nine percent of that salary for his pension and 100 percent of the cost of his health insurance. Steve Kiely added that Third Avenue Arts will negotiate with St. Mark's to keep Scott's salary at its 2014 level. Moni further pointed out that, in the 2014 budget, \$35,000 was Cheryl's full salary, and, in the 2015 budget, the salary for Joan Dombrowski, current parish secretary, is \$28,928 with an additional amount to cover her pension; Joan has not yet decided whether she will take the health insurance option, but will make that decision following conversation with a CPA in the parish.

In the 2015 budget, the Diocesan pledge is calculated based on actual parishioner pledges received and the projected loose plate offering. The Regional pledge has been included in the line item for Outreach and should be five percent of pledges received and the projected loose plate offering. We are blessed to have both a General Endowment and a Music



Endowment, and the expectation is that we will use the earnings from them, projecting \$9,000 from the General Endowment and \$8,000 from the Music Endowment. Moni pointed out that, when she became treasurer in 2014, the parish was operating at a deficit each month compared to actual funds coming in.

Preston Knight asked who can currently sign checks and whether two signatures are required for larger checks, and Moni replied that, from now on, that will be the case. Currently, Jessica Cox, Sr. Warden and Joan Dombrowski, Parish Secretary, are check signers. Susan Stamets asked whether Joan should continue be a signatory on the checking account since she will now be keeping the parish's books, and Moni replied in the negative. Dene Thomas asked what the current balance is in each of the Endowment accounts; Moni replied that the General Endowment had a balance of \$286,000 at the end of 2013 and a balance of \$247,000 at the end of 2013, and that she would have to look up the balance in the Music Endowment. Moni pointed out that neither of these endowments is a "rainy-day fund" and that the 2015 budget has no money designated for the expenses of a rector search. Brad Stamets asked whether we are taking out \$5,000 annually for youth from the General Endowment; Steve Kiely answered he would address that in the Endowment Committee report. Susan Stamets then said that, as a former fellow treasurer, she thanked Moni for the work she had done; those gathered responded with applause and a standing ovation. Jessica stressed that Moni has shown us what we could have done differently in the past and what we will now do differently in the future, and that she has done fine work.

Endowment Ministry Report

Steve Kiely gave the Endowment Committee report. He explained that the concept of an endowment is that of a big piggy bank funded by fairly large gifts to provide significant money for education, music or other designated activities. There are rules in the parish's bylaws about how money is to be taken from the endowment funds. He pointed out that the parish would be electing the members of the 2015 Endowment Committee today and that the Treasurer is a non-voting member of the committee. He stressed that the Treasurer is the only person who can withdraw endowment funds exceeding the annual earnings. He also explained that the principal in the endowment account can be what the committee declares it to be; that is, the annual earnings can be swept into the principal amount or transferred out to be used by the parish. The parish's bylaws stipulate that the earnings must be swept into the principal if the principal amount dips below \$100,000. In 2014, the Rev. Ken Malcolm, the rector, made the withdrawals; it's possible that he wasn't aware that the Treasurer should be making them nor that the Vestry must have unanimous consent for withdrawals. Steve mentioned that he and Jessica have discussed the Vestry's responsibility in that situation. He affirmed that the 2015 budget is a good one and that, this year, we should plan to add some of the earnings to the principal to protect it and let it grow for a while. Lynne Murison asked whether the Wardens are on the Endowment Committee; Steve answered that the Committee hasn't followed the bylaws strictly for a while and that Ken had suggested that the Wardens serve on the committee. Mark Mishou, the previous Senior Warden, chose not to serve, and the election today will align the committee in accordance with the bylaws (the current committee members are listed in Steve's report, attached to these minutes). Mary Alice Hearn asked where the money that was withdrawn had gone, and Steve replied that we have incrementally grown the financial basis of the parish since the time of the Rev. Andrew Cooley, we have added Angie

Halverstadt as the Children and Youth Director, and, therefore, we have been running at a significant deficit, so we must get to a whole new level in order to recover. Mary Alice Hearn additionally asked how Ken's trip to Africa in October was paid for; Lynne Murison replied that the trip was funded from Ken's personal budget. Steve mentioned that we need to do an audit each year and that we need to establish an Audit Committee. Ellen Babers asked who we were voting on to be on the Endowment Committee, and Steve replied that we would elect the Wardens and four additional parishioners. Ted Carr moved that we elect the same four parishioners who served last year; **the motion carried**. Dene Thomas remarked that this didn't seem like a true endowment, and Steve said that was because we had broken the bylaws. Susan Stamets pointed out that we are currently running on institutional memory because we don't have letters of endowment.

Music & Arts Ministry Report

Jessica called on Scott Hagler for the Music Report; because of the length of the meeting, Scott referred those gathered to the written report in the Annual Meeting booklet and thanked choir members and guest musicians for their service.

Children & Youth Ministry Report

Jessica asked Angie Halverstadt for the Children and Youth Director's Report. Angie reported that, thanks to the Youth Committee, education has stayed the same and we continue to use the same curriculum. Also, thanks to the teachers, we have added additional child-led services, and she thanked Scott for working with the children's services and the Christmas pageant. Kids for Christ (KFC) and Episcopal Youth Fellowship (EYC) have once-a-month programs which Red Door has adopted and parents are implementing the EYC programs with Red Door. KFC continues on its own. We had 22 children in Vacation Bible School in the summer and we hope for more participation from kids and parents in 2015. Angie asked if there were questions about Red Door. Mary Alice Hearn asked whether we have a committee for Red Door, and Angie said yes. Maria Kolter asked what it means in relation to the other two churches that we have no money in our 2015 budget for Red Door, and Angie replied that they are holding space for us and understand our position. Ellen Babers explained that Red Door is a joint effort among Christ the King Lutheran Church, First Presbyterian Church and St. Mark's which formally started in the fall with a meeting to form a discernment committee; that committee has just finished its work. At its last meeting, Ellen shared our situation with the committee members; they are committed to continuing with us and are praying for us through this process. With Red Door, our youth have gone from a once-a-month activity to a weekly activity opportunity and we pay a pittance for food and a small contribution to a small salary for Spencer Bogle, Red Door coordinator, for this privilege.

Junior Warden Report

Jessica called on Albert Halverstadt for the Junior Warden's Report. Albert reported that there were no big events with the building and grounds in 2014. Following an inspection by the Fire Department, we now have panic bars on the doors and additional handrails on the staircases; seven people replanted the Columbarium in the fall; occasionally, people have been found sleeping in the Columbarium. Albert asked parishioners to volunteer to serve on the Building and Grounds Committee to be established in 2015 and thanked Larry Tweedy, Bob Cox, Ted Carr and Darren Wales for their help with maintenance issues in 2014.



Senior Warden Report

Jessica then gave the Senior Warden's Report. She pointed out the inclusion of a project list in her written report so that parishioners can see what St. Mark's supports and mentioned that the Vestry will divide up the committee list so that the Vestry is represented on each committee. She thanked the Rev. Susan Blue and the Rev. Carol Tookey for their help during our current transition and thanked the Rev. Ruth Woodliff-Stanley for joining our family for a period of time. Jessica quoted the aphorism "it takes a village" and stressed that she believes that it takes a family, and she thanked the St. Mark's staff and parish family for all they do, mentioning specifically Susan Evans, sexton, the Altar Guild, the ushers, the acolytes, the Lay Eucharistic Ministers, the bread bakers, and the coffee hour hosts. She stressed that they bless the whole parish family. She said that she will continue her weekly reports in the newsletter throughout the transition and that the budget will be posted on an ongoing basis in the Parish Hall with financial reporting. She also told those gathered that the Vestry will be meeting more than once a month for the time being to complete the planned work with our consultant..

Preston Knight asked what the Vestry will do differently given what it has learned through this budget process. Jessica replied that there are policies in place that we didn't know about and that we are going to run the numbers based on what the numbers actually are; we have looked at financial and budget numbers and not known what we were looking at; we trusted too much and now we have a better understanding of our own responsibility as Vestry members. Moni has been a great teacher in all this. Rob Kolter added that the Vestry has developed a healthy skepticism through this process.

The newly elected Vestry members were introduced at this time.

Bruce Rodman commented that the transparency the parish has seen and the transparency in this meeting is very much needed, and he thanked all involved. Bob Cox commented that we didn't know that we were losing a rector when we did the Stewardship Drive and that our identified needs are different now; he urged parishioners to reassess their pledges and pray about giving a supplemental pledge.

Cheryl Birchard commented that she had had "quite a ride" over the last 14 months and reported that her recent examination had shown no sign of any lesions; monitoring will continue through 2016. She thanked the people in the parish who had contributed financially in 2014 so that she could have both medical leave and health insurance, and she thanked the parish for the opportunity to serve as its parish administrator for 10 years while pointing out that she will not be returning to that position. She reminded those gathered that the church is made up of individuals and that many individuals give a lot in ways that others may not realize. Ted Carr moved to adjourn the meeting; **the motion carried**. The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Luri Owen
Clerk of the 2015 Annual Meeting



Vestry

Current Vestry Members

Lin Lilley, Interim Priest
Jessica Cox, Senior Warden
Bob Prentice, Junior Warden
Caroline Kinser, Vestry Clerk
Lynne Murison, Vestry Member
Paul Duggan, Vestry Member
Preston Knight, Vestry Member
Susan Stamets, Vestry Member
Scott Wallace, Vestry Member
Moni Grushkin, Treasurer

The following members of the Vestry are retiring after three years service to St. Mark's Church. The gratitude of the Congregation, the Vestry, Staff, and Clergy are extended to each of them for their efforts on behalf of Christ and His Church at St. Mark's:

Luri Owen, Vestry Member
Rob Kolter, Vestry Member
Joan Kuhn, Vestry Member

The following three St. Mark's members are candidates for the open positions on the St. Mark's Vestry:

Candidate Biographies

Bruce E Rodman (Married to Sue Rodman)

In Durango to retire since 2010, our adult lifetimes were in the Chicago region. Both with childhoods in upstate NY, my church youth was at the historic St. Paul's Episcopal Church in Troy where I was baptized and confirmed. We have two married adult daughters and three granddaughters near Chicago and Charlotte, NC. In Illinois, we joined three Protestant churches selected for location and strength of youth program in our daughters' formative years. We have attended St. Mark's since late 2010, and I have served on the Finance Committee during 2015.



I earned an engineering degree from *Northwestern University* in 1972 and MBA from the *University of Chicago* in 1983. My 40+ year career in the health care industry included two large corporate health product suppliers and a trade association. After staff and management positions in information technology, I transitioned to a briefer period of strategic planning consulting to hospitals and other health providers. My concluding 20 years were in a field of providing intravenously administered medications to home patients, including management responsibilities in insurance reimbursement and pharmacy computer systems. I retired in 2012 as vice president for the trade association representing “home infusion” pharmacies doing policy, advocacy and member organizing activities.

In Durango, I continued my Rotary service organization membership through the *Rotary Club of Durango*, serving on its board of directors and as public relations rep. I am board president of its 501(c)(3) foundation which invests and distributes assets for charitable and education purposes—current assets of \$46,000. I am an outdoorsman and serve as ski coordinator for the *Seniors Outdoors!* group.

Most know of our congregation’s challenges during a tough transition period over the past five years. To help us, I feel God blessed us with a strong Senior Warden, committed vestry members and a core of dedicated congregation members who, with interim priest Lin, are guiding us well through a still difficult period.

I hope to help with a practical but collaborative voice and hand in vestry decision making and responsibilities. St. Mark’s is many things. The core of our church is Christian worship through the Episcopal liturgy and so many other activities such as outreach and pastoral care. All are important. I feel the highest general priorities are growth through youth programs to attract and retain families, our strong music programs to attract and retain others, and sound financial management.

Karen Overington

I grew up in Durango, and St. Mark’s was a big part of my childhood.

My mother, Virginia Rohr, was a member of this church beginning in the 50’s, and she is buried out in the columbarium. She was raised as an Episcopalian and felt she should raise us that way, too. She always said, no matter where you go in this world, if you go to an Episcopal Church, you are home. I remember my mother baking cakes and crocheting items for the events here at the church. She was an integral part of the community and because of this, St. Mark’s was an integral part of my life.

I grew up in these walls and, though the church looked very different back then, I still sat in these pews and knelt on these benches. I went to Sunday school and Vacation Bible School here. I went to Summer Church Camp at Ilium. I took my first Communion here and understood



the true meaning of being a Christian here. This church embodies my childhood. To me, St. Mark's is more than just a community or a church; it is home.

I have sat on several "Not for Profit" boards such as the Women's Resource Center and the Durango Kids World. I have also served as Chairperson for the PR committee as well as the Helping Hands Committee at the Durango Area Association of Realtors. For several years, I helped Father Cooley run the junior high/high school program. I currently sit on the Agent Leadership Council at Keller Williams and chair the Strategic Alliance Committee.

My purpose in joining the vestry would be to help St. Mark's through the transition and back to a more stable and productive period where we could once again grow in the community.

John (Kip) A.K. Boyd, MD

Kip Boyd came to Durango in 1983 as a family physician. He and his family began attending St. Mark's Episcopal Church in 1986, and he was confirmed by Bishop Wolfram in 1987. Since then he has been an active member at St. Mark's – primarily in teaching adult formation classes and preaching. He and his wife, Nellie, have also provided informal outreach ministry services to college students and young adults. He has never been a member of the Vestry.

Professionally, he practiced Family Medicine in Durango until 1997 when he became the first physician hospital administrator at Mercy Regional Medical Center (MRMC). He was a charter member of MRMC's first hospital ethics committee and has served as chair of that committee since 1988. He currently works for MRMC as the Medical Director of Provider Regulatory Affairs and Ethics.

Notice: St. Mark's Bylaw Amendment

At the Vestry meeting on Monday evening, January 25, the Vestry voted to withdraw the proposed amendment to the St. Mark's Bylaws that was published in last week's e-newsletter. This proposed amendment would have been presented at the Annual Meeting on Sunday, January 31, for vote of the membership.

In the coming months, the Vestry is undertaking what could be an extensive revision of the Bylaws. The Vestry wants to re-study the proposed amendment in the interest of making sure that our Bylaws are consistent with the Canons of both the Diocese of Colorado and The Episcopal Church.



2015 Financial Report

St. Marks Episcopal Church									
Financial Performance									
Prepared for 2016 Parish Annual Meeting									
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015 Budget</u>	<u>2015 Act B/(W) Bud</u>	<u>2016 Budget</u>	<u>Notes</u>
INCOME									
Pledge Giving	174,259	167,850	226,141	275,177	237,410	260,656	(23,246)	209,500	A
Non Pledge	49,447	48,480	58,248	35,836	56,795	30,000	26,795	23,000	B
Loose	10,198	15,591	20,050	9,023	8,870	8,000	870	8,000	
Easter/Christmas	5,298	16,129	8,240	3,275	865	5,000	(4,135)	5,000	
Other	62,632	136,897	22,545	25,898	21,721	10,150	11,571	7,000	
Total Income	301,834	384,947	335,224	349,209	325,661	313,806	11,855	252,500	
EXPENSES									
Rector Comp	103,155	113,604	125,594	122,560	54,104	109,803	55,699	107,263	C
Clergy Other	3,031	14,044	14,618	6,490	14,238	8,500	(5,738)	7,600	
Total Clergy	106,186	127,648	140,212	129,049	68,342	118,303	49,961	114,863	
Music Comp	78,517	81,198	85,317	83,738	33,309	53,725	20,416	42,524	D
Music Other	6,689	6,914	6,768	4,070	5,785	3,575	(2,210)	2,000	
Total Music	85,206	88,112	92,085	87,808	39,094	57,300	18,206	44,524	
Youth Comp	-	-	19,704	21,630	27,904	27,904	(0)	-	E
Youth Other	4,972	1,615	3,229	7,858	4,562	2,000	(2,562)	3,560	
Total Youth	4,972	1,615	22,933	29,487	32,466	29,904	(2,562)	3,560	
Admin Comp	34,903	35,230	37,124	52,654	22,766	28,928	6,162	20,280	F
Admin Other	15,958	30,334	24,159	38,413	32,520	22,777	(9,743)	24,974	
Total Admin	50,861	65,564	61,283	91,067	55,286	51,705	(3,581)	45,254	
Outreach	18,426	14,538	19,059	28,558	23,174	24,000	826	17,500	G
Diocesan Pledge	19,867	7,646	31,594	26,580	18,804	18,806	2	15,225	H
Convention/Deanary	995	980	2,496	2,267	2,047	2,267	220	2,050	
Facilities	31,353	48,475	36,175	17,322	22,062	29,524	7,462	16,916	
Hospitality	1,002	1,692	2,035	2,464	3,277	1,800	(1,477)	1,500	
Adult Formation/Library	748	572	1,841	843	254	100	(154)	270	
Worship	9,719	8,116	12,797	8,771	7,854	5,150	(2,704)	5,200	
Total Expenses	329,335	364,958	422,510	424,217	272,661	338,859	66,198	266,862	
Net Income from Op	(27,501)	19,990	(87,286)	(75,008)	53,000	(25,053)	78,053	(14,362)	
Endowment Income									
General Endowment	4,836	1,533	12,293	9,718	8,320	9,000	(680)	8,760	I
Music Endowment	15,456	12,880	8,967	8,389	7,528	8,000	(472)	5,500	I
Total	20,292	14,413	21,260	18,107	15,847	17,000	(1,153)	14,260	



Principal Withdrawal/Deposit									
General - Youth	-	-	(5,400)	(5,000)	-	(5,000)	5,000	-	
General - Other	-	-	(14,031)	(51,218)	20,000	-	20,000	-	J
Music	-	-	-	(7,111)	10,927	(7,500)	18,427	-	J
Total	-	-	(19,431)	(63,329)	30,927	(12,500)	43,427	-	
Net inc Endowment	(7,209)	34,403	(46,595)	6,428	37,920	4,447	33,473	(102)	
Checking Account Starting Bal			64,482	17,375	14,463				
Checking Account Ending Bal			17,375	14,463	85,533				K
Notes:									
A Reflects actual pledges received for 2016									
B 2015 included one-time give of \$25,000, 2016 budget reflects expected giving									
2015 variance to budget reflects not having a full time rector for the 1st 6 months, 2016 assumes rector w/family									
C starting in July									
D 2015 variance to budget reflects changes in personnel. 2016 reflects new structure with a choir director plus organist									
E 2016 reflects elimination of the paid position of Youth Minister									
F 2016 lower because there is no insurance paid, individual in the position is covered under another program									
G 2016 budget reflects 7% plus \$1,500 for Regional Missions versus \$5,000 for Regional Mission in 2015									
H 2016 continue to pay only 7% versus the expected 10%									
I Reflects projected interest and dividends									
In 2015, given one-time excess cash as a result of lower expenses for clergy and music, able to pay money back									
J into the endowments									
K 2015 Ending Balance includes \$45K from insurance company for roof repairs that will be paid in 2016									

The church finished the year with positive net income from normal operations of \$68,847 compared to full year budget of negative \$8,052. The top 3 reasons for this dramatic change are:

- Total income was better than plan by \$10,702 for the year, primarily as a result of the \$25K one time gift. Pledge income was down \$23,246 compared to budget.
- Did not have a full time rector in place for the first 6 months and the rector expenses for the remaining 6 months were less than plan because of the difference in expenses associate with employee a rector with a family vs a rector without a family. Total clergy expense savings were \$49,961 for the year.
- Scott’s resignation mid-year and the associated change in positions, namely hiring a choir director plus a full time organist, resulted in a total savings for the music program of \$18,206 for the year

As a result, the church had one- time excess cash that was disbursed as follows:

- \$20,000 paid back into the general endowment
- \$10,927 paid back to the music endowment
- \$25,000 put into a savings account
- \$20,000 earmarked for Rector search expenses

- \$10,000 that will be used as a contingency in 2016 to cover unbudgeted, one time expenses (ie this year we had to buy a new refrigerator that was not in the budget)

The vestry has voted to continue with the plan of having a balanced budget. The 2016 budget shows \$252,500 in income before endowment earnings, endowment earning of \$14,260 and total expenses excluding rector search of \$266,862. Net income including endowment earnings will be negative \$102, or essentially, a balanced budget.

2012-2014 Financial Audit Report

Submitted by Susan Stamets

The following report was submitted by Rosalind Patterson, the contracted external auditor.

Subject: 2012, 2013, 2014 Audit of St Mark's Episcopal Church, Durango CO

During the course of the above inspection, the following items pertaining to internal control and other operational matters were noted. The first group consists of areas of management control where the 2008 year review recommendations have been implemented: the second group includes comments and recommendations of the 2014 year audit.

Areas where 2008 year review recommendations have been implemented:

1. The 2014 vestry minutes were collected in a central area in the office where they were accessible. The December 2014 minutes were not included and were not available.
2. In 2013 an outside entity was hired to review and correct discrepancies in the recording of monies given to St. Mark's. Deposits to the bank tied with tapes for all tested months in all three years. The individual records tested also tied all three years. The procedures for recording monies collected and training for same have been upgraded and implemented. This is seen in better records kept.
3. In 2014 hiring of an outside CPA for oversight of financial matters was approved. Changes had been made in the previous year in the accounting practices particularly by moving to QuickBooks and expanding the training of counters.
4. Budgets were approved by the vestry for 2012, 2013 and 2014.
5. The discretionary Fund bank statements of 2013 were available and were reviewed.
6. In 2012 a list of Gifts and Memorials with donor and date of gift was assembled and has been updated.

2014 year audit recommendations:

1. I recommend that it be noted specifically in the vestry meeting minutes that motions moved and seconded are actually approved or not, on a consistent basis.
2. In 2012 there was vestry approval for housing allowance amounts for the rector and music director. I did not see a vote of vestry approval for any housing allowance in the 2013 or 2014 minutes. In researching music directors' housing allowance, I found the IRS allows clergy, rabbis, cantors and licensed ministers to specify part of their salary to housing if a church chooses to do so at this time. I recommend early in each year before first payment made, a housing resolution for clergy be voted on by the vestry and noted in the minutes.
3. In 2012 and 2013 and 2014 financial reports were alluded to in vestry minutes. In 2012 the information included cash in bank and pledge amount. In 2013 and 2014 with the 2013 move to QuickBooks more complete financial reporting was developed, however a printed copy was not included with the minutes I received. These were available for review being reprinted in 2015. I recommend a printed copy of the financial report made to the vestry and approved be kept with the minutes.
4. The Parochial reports were available for 2013 and 2014. While the financial figures did not tie to the yearend financial statements especially the cash and cash equivalents items, in the year 2013 the difference was minimal. The 2014 reports did tie together. I did see a 2012 Parochial Report, but its figures bore no resemblance to the Dec 31 2012 balance sheet or revenue and expenses reports. I am not sure the parochial report I saw was the one sent to the diocese. I recommend continuing to tie together the financial reports and the Parochial Report.
5. In 2013 a computer was ordered. There was no approval of purchase by vestry in the minutes. I recommend a written policy be set up regarding limits of costs of equipment ordered be approved by vestry. I recommend checks over a certain amount ex: \$500 be signed by two signers. I recommend the check signers be Treasurer, Wardens, and one other, not the Rector.
6. Minutes of Endowment Committee were not available but the 2013 annual report did include the Endowment Committee's action of moving funds to get a better return. I recommend this committee's minutes be available along with vestry minutes.
7. Back up procedures: 2012 financial reports backed up to cds kept on premises. 2013 financial reports backed up to a Drop Box online. 2014 backed up to external drive but not on a regular basis. I recommend backing up on a regular basis and periodically saved off premises.
8. I did not see a record of the tangible property of St Mark's Episcopal Church. In 2013 vestry minutes there were mentions of the Junior Warden cleaning out the basement to dispose of items not needed. I recommend a listing be made of the tangible property of St Mark's and updated each year. This was also recommended in the 2008 review.

9. I recommend separate discretionary funds be available to clergy and be reviewed with each audit.
10. Much has occurred to keep better track of details, I recommend continued work in this area; for example including printed financial reports with printed vestry minutes and a form for expense reimbursement including travel miles,
11. I recommend performing an annual audit and beginning a plan of recovery in case of major disaster.

It has become evident to me those responsible for the financial matters at St Mark's, have been very faithful in their duties. During the past two years they have worked to correct any discrepancies, clarify and update procedures and keep a close eye on financial matters. I would like to thank Treasurer Monie Grushkin and Senior Warden Jessica Cox for their support and work in this area and the availability of the office staff and Interim Rector Lin Lilley to me during this audit. I commend the care shown by all in their work on the financial matters of St. Mark's Episcopal Church. They and the vestry are faithful stewards of the finances of this church.

In performing this audit, I came to be aware also of the care and love of this church by its congregation.

Endowment Committee Report

Submitted by Steve Kiely

St. Mark's has a General Endowment and a Music Endowment that are structured to provide income for the support, primarily, of our Education, Building and Grounds, and Music programs. During the year, St. Mark's added \$20,000 to the General Endowment and \$10,926 to the Music Endowment to partially offset capital draws made in previous years.

Column1	General Endowment	Music Endowment
Value at January 1, 2015	\$ 247,588.00	\$ 124,429.00
Deposits	\$ 20,000.00	\$ 10,926.00
Withdrawals	\$ (8,095.00)	\$ (8,324.00)
Income	\$ 8,131.00	\$ 7,528.00
Unrealized gain/(loss)	\$ (4,771.00)	\$ (36,429.00)
Value at December 31, 2015	\$ 262,853.00	\$ 98,130.00

The Committee established these policies for use of Endowment Funds for 2016:

1. Decided that, for 2016, payments from the General Endowment to the church's operating funds will be limited to earnings (dividends and interest) and will be transferred only at the request of the Treasurer as needed.
2. Decided that total distributions from the Music Endowment would be limited to \$7,500 for 2016, minimizing the draw on principal (limit formerly set at \$15,000). The vestry will decide the amount of the draw considering the needs of the church and the earnings of the endowment. Transfers will occur only at the request of the Treasurer.
3. Recommended that Jeff Haspel and Steve Kiely be nominated to serve on the Committee for the next year.
4. The Committee will meet at least twice per year, and more frequently via electronic means.

Endowment Committee: Steve Kiely and Jeff Haspel (elected), Moni Grushkin, Jessica Cox, Bob Prentice and Lin Lilley (ex officio)

Music Ministry Report

Submitted by Linda Mack

The music program at St. Mark's Church has continued to thrive this year with consistent and prayerful attention to Sunday worship services.

We experienced a major change in our music program with the resignation of C. Scott Hagler. After more than ten years as St. Mark's Organist and Choirmaster, Scott moved to Santa Fe at the end of June. Beginning on July 5 (which, coincidentally, was Lin Lilley's first Sunday at St. Mark's), Linda Mack Berven and Dene Thomas assumed the organist duties on a volunteer basis. Linda and Dene selected the hymns for worship services and coordinated special music. Guest artists during the second half of the year included Shelley Mann, Curtis Storm, Karla Brown, and Jean Van Sickle, who played organ on three Sundays.

Linda conducted St. Mark's Church Choir in July and August, and a search was opened for both a new choir director and a new organist. Search committee members Luri Owen, Paul Duggan, Dene Thomas, and Linda Mack Berven worked closely with Rev. Lin to write job descriptions, research and determine appropriate compensation, advertise the positions, and screen candidates. On September 1, Curtis Storm assumed the leadership of St. Mark's Choir, and has done an admirable job working with the choir to provide anthems for our Sunday worship services.

On November 8, organist Dene Thomas was joined by our own youth in a special children's service that highlighted the enormous amount of talent right here in our own congregation.

The Music Search Committee is pleased that tomorrow, February 1, our new organist, Helen Jauregui, will begin her duties, and her first Sunday on the bench will be February 7. Helen comes to us from Philadelphia and brings a wealth of experience, holding degrees in both music and liturgy. Helen and Curtis will provide a strong foundation for our music program as they work together to enhance our worship experiences.

St. Mark's Church continues to be a beacon of music in our community. In addition to the Third Avenue Arts events that include a number of recitals, Bach Festival, and Chamber Academy, the church has hosted the Durango Women's Choir, the Durango Children's Chorale, and a number of visiting musical ensembles. We will continue to work hard to maintain our reputation as the "music church" in Durango, and we are grateful to our congregation for their support and encouragement.

3rd Avenue Arts

Submitted by Paul Duggan

Summary: The year 2015 saw many changes in the 3rd Avenue Arts (3AA) organization and in the way it has interacted with St. Mark's. The organization has expanded its reach into Santa Fe, NM, and Scottsdale, AZ, with concerts and other musical offerings. With this, the Board of Directors amended the Bylaws to reflect this geographical diversity, with operating boards set up in the three areas. The Corner Store which had been located in St. Mark's has closed. What has not changed is the number of quality Music and Arts offerings at St. Mark's, including the Recital Series, Bach Festival, Chamber Music Festival, Sacred Arts Festival, and Christmas Concerts. These continued very strongly in 2015, and the schedule is already being completed for 2016.

Details: There were many significant changes in 3rd Avenue Arts (3AA) in 2015. Among these:

- The departure of Scott Hagler, Executive Director, from his position as Minister of Music and Arts at St. Mark's, and his move to Santa Fe, NM
- The departure of Dan White, manager of the 3AA Corner Store, the liquidation of the merchandise in the store, and the closing of the store on December 31
- The establishment of a Post Office Box and phone number for 3AA separate from St. Mark's
- The scheduling of concerts under the 3AA "umbrella" in Santa Fe, NM, and in Scottsdale and Tempe, AZ

- Restructuring the 3AA organization, Bylaws, and financial accounts to include Operating Boards in Durango, Santa Fe, and Scottsdale, and an overall Board of Directors for the 3AA organization

The Music and Arts offerings at St. Mark's included in 2015:

- Three recitals in the St. Mark's Recital Series (Danny DeSantis, Gemma Kavanaugh, and the Vivace Duo)
- The Durango Bach Festival with daily concerts and fellowship for one week in March
- The Durango Chamber Music Festival and Young Musicians Camps for 2 weeks in June
- The Sacred Arts Festival which included the Icon Visual Arts Show, Music for Sacred Spaces concert, Poetry for the Spirit readings, music classes, and a Death Cafe
- Two Christmas concerts (Best Brass of Christmas, Majesty of Christmas)

The Recital Series, Bach Festival, and Chamber Music Festival with Young Musicians Camps have already been scheduled for 2016.

Children and Youth Program Report

Submitted by Angie Halverstadt

Youth Committee members: Ellen Babers, Mary Hammond, Renee Knight, Trisha Rickey and Barb Phipps

Mission: To build a loving fellowship of Disciples of Christ through service, education, and recreation.

I would like to start off by thanking all of our teachers, Youth Committee members, volunteers and parents. You are a valuable collective that helps provide our youth with all aspects of church life.

EDUCATION:

Children's Chapel: Chapel was held during the 8:45 service to discuss the week's Gospel through stories and crafts. On average, we had 0-3 children during the 8:45 service.

Sunday School: We continue to use "Young Children at Worship" for our Godly Play curriculum, for preschoolers to kindergarteners. "Living the Good News" is the curriculum we use for 1st-12th graders. This material is broken down from 1st-3rd graders (Living the Good News), 4th-6th graders (Kids for Christ) and 7th-12th graders (Episcopal Youth Community). Our numbers



consisted of: 0-3 for Godly Play, 0-5 for 1st-3rd graders, 0-4 for 4th-6th graders and 0-3 for 7th-12 graders.

Vacation Bible School (VBS): We held a three-day program in July using the theme: "Under the Sea." We had 21 children participate. VBS consisted of Bible stories, crafts, songs and a concert that the children practiced throughout the three days and then performed for parents and family on the last day.

PROGRAMS:

On March 8th and November 8th we provided St. Mark's with a Children's Service where the kids took part in all aspects to perform the service. We had 14 participate in March and 12 participate in November.

Kids for Christ (KFC 4th- 6th graders) and Episcopal Youth Community (EYC 7th-12th graders):

The youth committee planned the following activities in the second half of 2015.

KFC

- September – KFC Scripture Battleship, 4 participated / EYC No program
- October – KFC Saints and Symbols, 10 participated/ EYC All Saints Amazing Race, 8 Participated
- November – KFC and EYC Rake and Run, 7 participated
- December – Caroling, 21 participated (youth and adults)

Junior Warden's Report

Submitted by Bob Prentice

In the middle of the summer of 2015, I was asked by a vestry member if I would be interested in becoming a Junior Warden. After thinking about it for a few days, it was an easy decision.

When my first wife, CiCi, died in 2004, St. Marks was there for me. I've had other tragedies and accidents over the years and St. Marks was always there to support me emotionally as well as financially. It is now time for me to be there for St. Marks.

Projects that I have directly overseen include repairing both upstairs toilets, winterizing swamp coolers and exterior faucets, replacing parish hall heater filters, replacement of kitchen refrigerator, as well as snow removal, which has been the biggest challenge.

In the fall, Lin called me about damage to the breezeway roof between the Parish Hall and the sanctuary. We decided to contact our insurance company because a friend of mine had just had his roof replaced due to hail damage. After an adjuster looked at it, he determined that we



would be eligible for complete replacement of all of our shingled roofs. We have received a check for approximately two thirds of the cost and will receive the rest upon completion. TL roofing will complete the project.

I would like to thank Larry Tweedy for his guidance and knowledge of the facilities. I would also like to thank the snow removal volunteers, which include Larry as well as Robert Swingle, Bruce Rodman, Paul Boyer, Willie Kirschke, Preston Knight, Ellen Babers, Marcy Jung, and my son Cory Prentice. I probably missed some names. I would also especially like to thank Ted Carr and Bob Cox for all they have done. I think we are lucky to have Lin, as she makes quick, sound decisions on our behalf.

In closing, I would like to add, ask not what your church can do for you but what can you do for your church. We need volunteers in almost every category of service.

Respectfully yours,

Bob Prentice

Senior Warden's Report

Submitted by Jessica Cox

According to Alfred Painter, "Saying thank you is more than good manners. It is good spirituality."

When I consider the past year and all that we have accomplished in 2015 as a church family, I am overwhelmed with gratitude, as well as a feeling of admiration for so many St. Mark's volunteers. This time of year gives me the opportunity to remember how the church family has supported one another while we cared for the community through the many St. Mark's ministries.

Through the caring thoughts and feedback from parishioners, the support from our consultant and encouragement from the Bishop's Office, St. Mark's began the year by entering into a period of healing and transition. We contemplated our past and fostered our future. The Vestry also began the year by appointing the members of the Search Committee to find a new Rector to lead the church.

Many of our ministries and programs saw change and growth while many were maintained in a way that allowed St. Mark's to continue the commitment to serve the community spiritually. Such parishioner participation in the church's ministries and committees is an example of the leadership and compassionate spirit of St. Mark's.



It has been a true honor to serve as your Senior Warden, to work with St. Mark's staff and leaders, and to be a member of St. Mark's.

In summary, my message this year is focused on taking this opportunity to express my sincere appreciation for the talents, abilities, and devotion of so many of you at St. Mark's. Your courage to grow as a church family is the reason St. Mark's has prospered spiritually in this time of transition.

Interim's Report

Submitted by Lin Lilley

For everything there is a season...

Ecclesiastes 3:1a

It has been seven months since I came to St. Mark's to serve as your Interim Priest. What an amazing time! As you read through the reports of 2015 ministries and activities, I think that you, too, will be pleasantly surprised at all we've already accomplished in this transitional season. The list of thank you's is huge because we have pulled together as a community. Hopefully these reports acknowledge all who have worked so diligently this year. If we have left someone out, please forgive us.

I particularly want to thank our Senior Warden, Jessica Cox. She is always ready to pitch in, for example, by making sure this annual report was ready for distribution. What I value so much about Jessica's leadership is that she works alongside others without assuming the limelight. Please let her know that you appreciate her commitment and service.

There are two other "silent saints" who never ask for credit and yet who serve and serve and serve some more. The Reverends Susan Blue and Carol Tookey worked diligently in the first six months of 2015 to provide regular Sunday services and meet the liturgical needs of the parish. Carol+ and Susan+ continue to nurture the congregation with their pastoral care and healing ministries. These two are a model of what, in my opinion, priests are meant to be as they work collaboratively and humbly for the betterment of the congregation and to spread the Good News of Christ.

In looking back at my first sermon to you on July 5, 2015, I promised:

I'm not here as your interim priest to be a maintenance priest keeping things just the way they've always been or a "mother knows best" priest saying "It's my way or else." In the weeks and months ahead, we will make changes, and we'll make them through regular gatherings and consultations, not by stealth. The more voices, hearts, and hands involved in this interim season, the more effective this time will be.



I have tried to honor this promise, but I'll be the first to admit that there are things I could have done better. Even so, we have done good work this year, and we have done it by sitting down together. There is more work to be done on organizational structure. We will be revising our bylaws, adopting an employee handbook, examining policies on rental of our space, and maximizing the use of our new accounting software which is designed specifically for churches.

Please continue to hold the Rector Search Committee in your prayers. They have diligently, prayerfully, and collaboratively looked at the ministries, activities, and identity of St. Mark's in order to articulate the parish's profile. I firmly believe that their hard work will hold St. Mark's in good stead as you move into the future with a new and settled rector.

This is an exciting time as we prepare and await the coming of a new rector for St. Mark's. It is a time that has required a measure of good old-fashioned faith that all will be well. Thank you for your faith in me, the Vestry, and the Search Committee as we go forward doing the work of the Church.

Attendance Statistics

Submitted by Lin Lilley

	2015	2014	2013	2012	2011	2010	2009	2008	2007
Average Sunday Attendance	129	156	159	152	146	143	140	139	141
Attendance on Lent 1	99	158	145	95	146	80	160	124	144
Attendance Easter Day*	267	330	324	265	392	347	353	283	334
Attendance on Pentecost	121	135	127	86	167	149	129	139	118
Attendance on Advent 1	134	125	149	166	134	159	141	154	139
Attendance Christmas Eve *	296	470	419	418	567	555	546	439	510
Baptisms	3	5	1	6	5	6	5	8	8
Confirmations	0	1	2	8	0	0	14	7	0
Weddings	1	0	1	2	0	4	5	3	3
Funerals	6	7	10	4	6	2	5	7	7

* Some numbers for entries in years 2011 through 2014 were adjusted to assure that counts are consistent. For example, in keeping with the way counts are now done in the annual Parochial Report, attendance at Easter only includes Easter day rather than all services in Holy Week. The Reverends Carol Tookey and Susan Blue assisted Rev. Lin in the recounts.

New Rector Search Committee Report

Submitted by Ellen Babers, Chairperson

Joyce Boyer is a Co-Chairperson for the Search Committee

A detailed timeline follows this description; included here are highlights of the Search process.

On April 29, 2015, the Vestry appointed an eight-member Search Committee whose responsibility includes writing an updated church profile and portfolio, recruiting applicants with the assistance of the Bishop's office, vetting the applications, interviewing applicants, and discerning the two to three applicants who are offered as candidates to the Vestry. Prayer, meditation and discernment are keystones to this process and an integral part of the responsibility.

Members of the Search Committee are Ellen Babers, Joyce Boyer, Jayne Griffith, John Kessell, Willie Krischke, Linda Mack, Emma Timboe, and Scott Wallace. Caroline Kinser serves as the scribe for the committee.

On June 6, 2015, the Search Committee and the Vestry met with the Bishop, The Right Rev. Robert O'Neill and the Canon Missioner for Congregational Development and Clergy Transitions, The Rev. Canon Lou Blanchard, to discuss St. Mark's transition and the process to move forward, seeking a new rector.

From June through October the Search Committee worked on the parish profile and portfolio, two documents that are published externally and used by applicants to understand the history, congregational make-up and personality of St. Mark's. Through the development of these documents and the many conversations with Vestry, lay leaders and members of the parish, the Search Committee worked to capture an accurate picture of St. Mark's – who we are and what we need. The Search Committee offered discussion tables after both services on Sunday for several months. Additionally, 38 people read, edited and offered comments on the documents before they were published on October 13.

Between October 13 and December 31, 2015 (the application time period) the Search Committee received 16 applications. Interestingly, eight were from men and eight were from women. Between November 4, 2015 and January 22, 2016, the Search Committee reviewed and vetted the applications, then interviewed eight applicants. From the eight applicants, three were chosen as candidates.

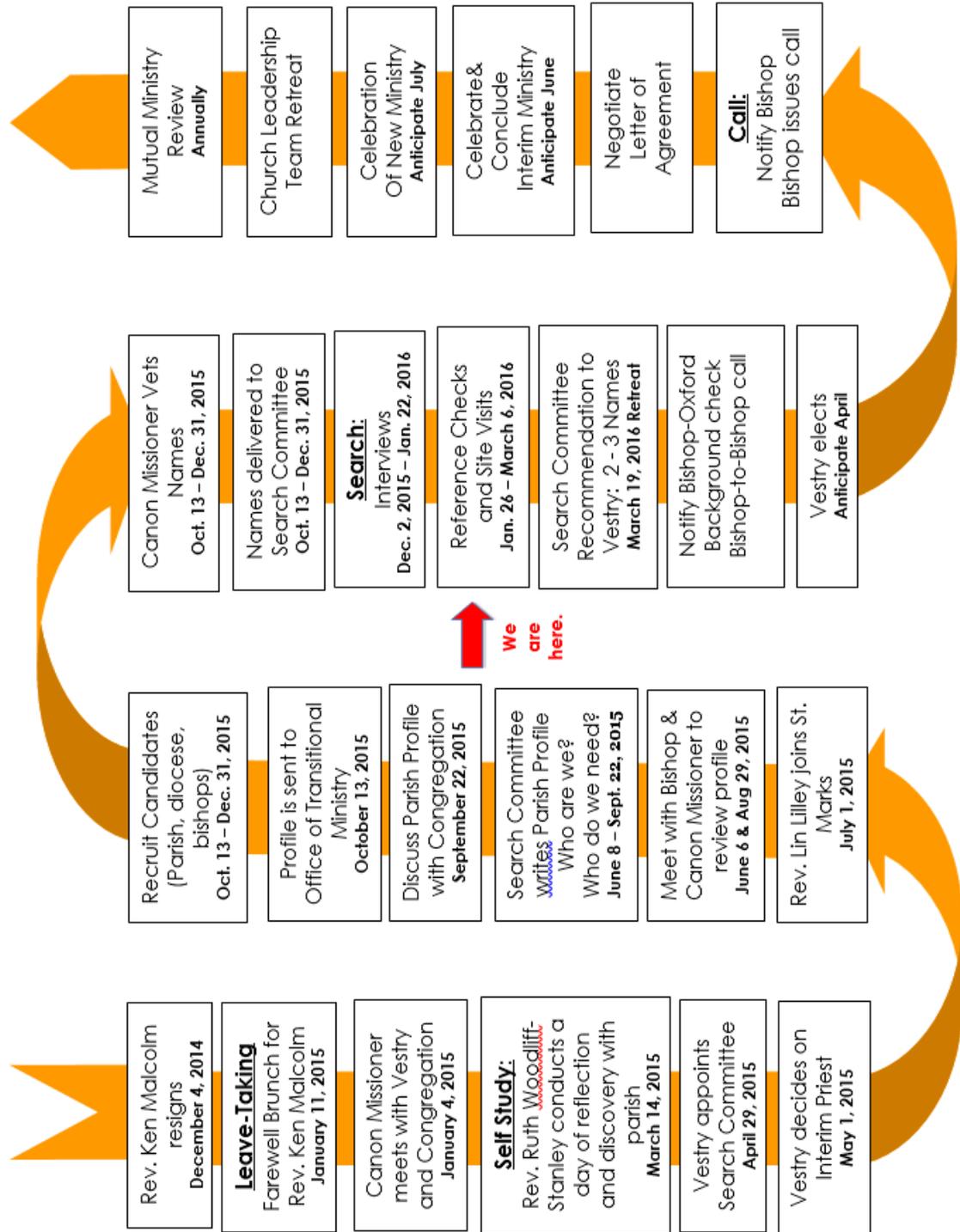


Over the next six weeks, the Search Committee will call the candidates' references and conduct site visits. Only one candidate is far enough away to warrant flying, so site visits can be made to all three candidates while staying within the allotted budget.

On March 19 the Vestry and the Search Committee will have a joint retreat to discuss the candidates. The Search Committee will report on the search process used, reconfirm with the Vestry the stated desires and needs of St. Mark's congregation, and provide information on the candidates – including why the Search Committee believes that each candidate will be able to answer the needs of St. Mark's.

After the March 19 meeting, the Vestry will spend time discussing and praying about the candidates. They may conduct additional interviews and will select one or more candidates to visit St. Mark's. From there, the Vestry will elect a candidate for the position and will work with the Bishop's office to complete the process.

ST. MARK'S JOURNEY THROUGH THE TRANSITION



Altar Guild Ministry

Submitted by Janet Williams

The Altar Guild is the parish ministry of dedicated members who care for the vessels, ornaments, paraments and linens used in the worship services, and prepare the altar for the Holy Eucharist. Members of the guild are Marilyn Baker, Jessica Cox (in absentia), Libby Heath, Joan Kuhn, Lea Leach, Betsy Morriss, Nancy Shipps, Jo Ann Vota, Janet Williams, and (sometimes) Amy Yeager. Bread bakers are Jayne Griffith, Lynne Murison, and Janet Williams.

The new linens purchased with the 2014 gift of \$500 from the Women of St. Mark's were a pall, an urn pall or veil, 6 purificators, 3 corporals, 3 lavabo towels, and 3 small purificators for the Lay Eucharistic Visitor kits.

Thanks to the efforts of Jo Ann Vota and Vi Kessell, new Eucharistic Visitor Kits were provided to St. Mark's, replacing old kits that were very worn. Subsequently, Fr. Robert Newby custom fitted the kits with wooden partitions to hold the small vessels securely. The Altar Guild and the Eucharistic Visitors are indeed grateful to Jo Ann, Vi, and Fr. Newby.

The gluten-free bread baking has been suspended, due to the crumbly nature of the loaves. The bread bakers are currently experimenting with both leavened and unleavened bread recipes. In the meantime, wafers are being used for the celebration of the Holy Eucharist.

The Altar Guild urges the people of St. Mark's to give flowers for the altar often, for if our orders become too sporadic, we will lose our discount with the florist. The discounted cost for the two weekly arrangements is \$50, and it is a beautiful way to remember someone or to offer thanksgivings.

Building & Grounds Committee

Submitted by Bob Cox

Landscaping Committee

The Landscape Committee, a subcommittee of the Building and Grounds Committee of the Vestry, carried out several activities in 2015. This report will cover the actual landscaping and Columbarium work.

The routine lawn maintenance transitioned to Azteca Landscaping with the retirement and relocation of Joe Choquette, whose company did this work for many years. Joe was a former Junior Warden at St. Mark's. Azteca did a good job mowing, edging, trimming and aerating the lawn, and overseeing our irrigation system. A new irrigation clock was installed to replace the old one when it ceased working. Members of the Committee assisted with fertilization and weed control. These functions will begin earlier in 2016 to get ahead of the dandelion problems.

The flowerbeds were managed by Ginna Harbison and her group of volunteers. By assigning specific beds to specific people, the work was more easily completed. Further thinning and replanting work will begin once the snow melts.

Tree and shrub trimming were accomplished by Committee members. The shaped shrubs should bloom better in the spring. Our church youth completed a major leaf-raking project this fall, assisted by Ted Carr relocating these leaves to mulch his roses!

All ongoing landscape work will be made easier going forward as both the "dungeon" and exterior landscaping closet were cleaned. All tools and equipment were evaluated, relocated and reorganized, with donation or disposal of all unneeded, duplicated or non-functioning items.

The Columbarium received attention in several ways. Loose bronze name plaques were reattached. Broken granite tiles were identified and scheduled for replacement next season, and all markers will be leveled once the ground thaws. Ted Carr and Bob Cox developed documents to govern the Columbarium based upon a template originated at Holy Comforter in Broomfield, CO, and previously approved by the Diocese. The documents cover the application and payment process, designation of plots, certification of purchase, rules and regulations

governing the Columbarium, establishment of an ongoing Columbarium Committee, and frequently asked questions. These documents will be reviewed by the new Vestry in February before final approval by the Diocese. Finally, a master plan to add additional plots was developed, and all who have a Columbarium reservation were contacted so they could select a specific plot.

Security & LED Lighting Report

Submitted by Ted Carr

St. Mark's was having some vandalism in the columbarium and on our 3rd Avenue- facing front. The Vestry approved the various changes that included changing our front lights from up lighting to down lighting of the front of the church. We also lighted the Columbarium at night to discourage vandals from hanging out there. In the alley we added motion lights to help our guests safely get to their cars after nighttime events held at St. Mark's. All of the new lighting uses LED technology to be more efficient. This additional lighting has improved the security and safety of our guests in and around the Church.

During this same time we moved forward with converting our interior lighting to LED bulbs. Earlier in the year, LPEA did a survey of our possible cost savings and projected our rebate from Tri-State for upgrading. We updated those numbers and, with the blessing of an anonymous donor, we started the process of converting all of the lights at St. Mark's to LED technology. Most of that work is now completed; however, we are still slowly converting the fluorescent fixtures to the new LED bulbs. LPEA projected our annual saving to be around \$1,300 per year with the LED bulbs.

Caring Community

Submitted by Kathy Burns

The Members of this ministry offer support to the ill or home-bound, including, communion when desired. Members meet monthly and spend time in the community. Caring Community is always happy to find volunteers to provide rides, make meals, or provide other incidental assistance for those needing a little help.



Christmas Bazaar

Submitted by Ginna Harbison

St. Mark's Community Christmas Bazaar continues to draw people from all over the county as vendors and as shoppers. It is often said that it is the favorite bazaar in Durango. Here are the numbers accomplished by a great administrative team and tremendous involvement of the congregation. Thanks, one and all!

Administrative Team: Ginna Harbison, Caroline Kinser, Judie Stewart, Jayne Griffith, Lynne Murison, Lynn Emerson, Kate Halsband and Linda Geer.

2014 Year End balance = \$2149.47

ST. MARK'S 2015 BAZAAR RESULTS

INCOME SOURCES	Total=\$3366
Booth Rental	\$1170
Bake sale	\$664
rolls and homemade items	
Estate Boutique	\$760
Kitchen	\$772
includes rolls and lunch	
EXPENSES	Total =\$483.65
Caroline Kinser supplies	\$26.73
Sign laminating	\$12.30
Banner supplies	\$18.11
Chili	\$48.89
Lunch	\$103.62
Sue Evans (custodian)	\$40
Cheryl Birchard (chili cook)	\$20
Advertising (Herald)	\$51
Printing	\$33
Roll ingredients	\$130



With the 2015 Bazaar revenue, the Committee voted to provide funding for the new St. Mark's refrigerator in the amount of \$1500. The Bazaar Committee also donated \$75 for the cost of painting the parking stripes in the St. Mark's parking lot.

Thanks Everyone!

Daughters of the King

Submitted by Caroline Kinser

The Order of the Daughters of the King was founded in 1885 at the Church of the Holy Sepulcher in New York City. Members undertake a Rule of Life, incorporating the Rule of Prayer and the Rule of Service. A Daughter pledges herself to a life-long program of prayer, service, and evangelism, dedicated to the spread of Christ's Kingdom and the strengthening of the spiritual life of her parish.

At St. Mark's, our particular service is intercessory prayer and sending out a series of four grief booklets over the period of a year after a death. This year, we responded to seven deaths in our Parish.

We meet monthly for prayer and fellowship. We have five active members, and we have one person studying for membership

All are welcome to join.

Please call Caroline Kinser if you are interested in finding out more!

Finance Committee

Submitted by Jessica Cox

The St. Mark's Finance Committee met throughout 2015. The committee supported the budget development and tracking process in coordination with the Treasurer, Moni Grushkin.

The committee is responsible for ongoing review of the St. Mark's financial position in coordination with the Treasurer. The Treasurer presented to the Vestry monthly and quarterly financial reports for 2015, which were made available for parishioner review through the Parish Office.

The finance committee is also responsible for making recommendations related to procedures for management of church funds and implementation of approved processes for disbursement of funds.

The Finance Committee arranged for and oversaw the required annual audit of the St. Mark's financial records for the years 2012, 2013, and 2014. The Finance Committee reviewed the final audit report received, which is available for parishioner review.

Finance Committee members are Moni Grushkin, Treasurer; Bruce Rodman, and Caroline Kinser.

Liturgical Committee

Submitted by Lin Lilley

The Liturgical Committee is an outgrowth of Rev. Lin's request for input from knowledgeable parishioners who could speak about St. Mark's liturgical history, including, for example, the types of services previously held during Christmas and Holy Week. This kind of history is especially important in times of transition to assist a new priest in planning services.

Quarterly meetings during the last half of 2015 have been the venue for coordinating upcoming services, including arrangements for flowers and liturgical decoration as well as the actual content of services; looking at how to make services run more smoothly; sharing information so that the key liturgical ministries are all informed; coordinating music and liturgy for weekly services and for special services such as baptisms; testing new Communion breads; and coordinating the priests' calendars to make sure there is coverage for all services.

In 2015, the following persons served as members of this committee: Janet Williams, head of the Altar Guild; Assisting Priests Susan Blue and Carol Tookey; Linda Mack and Curtis Storm, representatives from music/choir. Paul Duggan served as a lay representative.

Outreach Committee

Submitted by Lynne Murison

Outreach Team Ministry's mission is to provide help to the most vulnerable.

The parishioners of St. Marks provided hands on service:

- Bell ringing for funds for Salvation Army, which provides food/shelter locally
- Labor that builds homes through Habitat for Humanity
- Blood products via Blood Drive
- Labor to provide solar lights to Navajo homes without electricity
- Diapers for babies at Alternative Horizons and Community Shelter
- Monthly food preparation at Manna Soup Kitchen

- Annual food baking and organization for the Community Thanksgiving Dinner
- Garden plot at the Ohana Kuhleana Community garden that helps feed parishioners

In addition, the Outreach Team selected the following institutions to receive funds:

- Manna Soup Kitchen = \$1500
- Southwest Colorado Safehouse = \$2000
- VOA – Durango Community Shelter = \$4200
- Alternative Horizons (domestic violence shelter) = \$2000
- Native Elder Project (Mary Gilmore) = \$500
- Episcopal Relief and Development = \$1000
- Habitat for Humanity = \$1200
- Community Emergency Assistance = \$1700
- Community Thanksgiving Dinner = \$139 from Good Friday Plate
- \$25 gift cards were distributed to the VOA Shelter staff, with funding from the Outreach Team and the Outreach Bottle = \$435

Outreach Team welcomes your participation and passion for this ministry. We meet most 2nd Tuesdays of the month at St. Marks at 1:30 p.m. Please contact any of the members for specific dates: Lynne Murison, Larry Tweedy, Nancy Shipp, Sue Rodman, Bob Morriss, Tonya Wales and Paul Duggan.

Personnel Committee

Submitted by Jessica Cox

The Personnel Committee is a newly implemented committee during 2015. The committee met for the first time in September 2015 and discussed the committee's role and responsibilities related to staff management for church employees. The committee is charged with working in coordination with the Rector on personnel issues as prescribed by the Diocese of Colorado.

In September 2015, the Personnel Committee held its first meeting and discussed the following committee accountabilities:

1. Evaluate positions and recommend additions/deletions of positions putting these recommendations before the Vestry for their approval
2. Review, update, and develop job descriptions for staff positions
3. Work with the Church Finance and Budget Committee to determine possible compensation for staff positions

4. Receive resumes from persons seeking positions with the church, with the exception of the office of pastor or any other ministerial staff positions that the church has charged a designate committees with the responsibility for filling the position
5. Support the staff interview process and recommend qualified candidates for approved positions
6. Establish policies to assist the church in making the ministry and work of the church staff and employees effective and meaningful
7. Be a committee of advice on issues relating to grievances and termination

The committee identified documentation development needs and will develop formal documentation to address the following during the coming year:

1. Staff/Personnel Handbook
2. Staff Job Descriptions
3. Staff Evaluation Procedures
4. Staff Corrective Action Procedures
5. Staff Hiring Procedures
6. Staff Training Manual
7. Document/Letter Templates for:
 - a. Offer Letter
 - b. Letter of Agreement
 - c. Separation Agreement

Committee members include Scott Wallace, Luri Own, Susan Stamets and Rev Lin Lilley.

Radical Generosity

Navajo Solar Light Project

Submitted by Sam Burns

In coordination with the Parishes of St. Barnabas - Cortez, St. Mark's, and St. Patrick – Pagosa Springs.

Description: From the fall of 2014 until the present time, the **Navajo Solar Light Project (NSL)** has been implemented in partnership with the Durango, Colorado, Daybreak Rotary Club, which has conducted this work for several years. (See linked news article below.) It has been reported that 16,000 homes in Navajoland do not have basic, electrical service.



Two major times a year, community volunteers travel to Navajoland to install a solar panel which charges three interior lights, and a cell phone charger in un-electrified homes. The lights are placed over work, study, and eating areas in each home. Once charged, these lights are detachable and can then be used as flashlights. They each hold a charge from five to seven hours.

On-site coordination is provided by Navajo community members who guide the installation teams to the homes. Pre-assessments are conducted to determine the depth of need among the residents, focusing on elderly, disabled, and homes with young students. Installations typically occur over a two-day period, with volunteers camping or staying overnight in temporary community facilities.

In October of 2014, a St. Mark's representative participated in a light installation trip to the community of Tohajiilee, New Mexico. After 12 months of involvement (as of October 2015), eleven different parishioners from all three parishes have participated in a total of four trips to three additional communities: Sanostee, Counselors, and Lybrook, New Mexico.

In the spring of 2016, a trip is being planned to a region near Lybrook and Chaco Canyon, New Mexico. Coordination is also occurring with the Navajoland Episcopal Diocesan Office in Farmington, New Mexico, to plan trips for families in the vicinity of parishes in Many Farms, Arizona, and Bluff, Utah. An additional "minor home repair" team has been added to the Rotary outreach effort for such items as leaky roofs and broken windows.

Budget: The second year (2016) our Episcopal South West Region grant request was approved for a total of 12 home installations at a per unit cost of \$275.00 for a 3-light kit, plus a phone charger. **Total budget: 12 x \$275 = \$3200.** St. Mark's Church will act as the fiscal agent, receiving the funds from the Regional Council and passing them directly through to the Rotary Club for several installations in 2016. Prior to installations in 2016, the three parishes will engage in stewardship activities within their own Radical Generosity Initiatives to gather matching funds, which will result in additional lighting equipment being made available. Approximately \$2200 in matching funds have been collected so far for the coming year. Please contribute as you are able! The Radical Generosity Team is now working in conjunction with the St. Mark's Outreach Committee.

Assessment and Accountability: It is envisioned that our partnership effort among the three Southwest Colorado Episcopal Parishes will assist in developing a deeper sense of radical generosity. Our vision is to work together, share experiences with our fellow parishioners, and identify those moments of deepening spiritual reflection. We enter into the project with open



hearts, anticipating that our mutual community experiences among the Navajo people will bring the presence of the Divine more strongly into our midst.

Information Note:

A detailed article on the Navajo Solar Light Project, being conducted by the Daybreak Rotary Club of Durango, Colorado, can be viewed as follows:

<http://www.durangoherald.com/article/20131123/NEWS01/131129784/Let-there-be-light->

Parish Emergency Management Planning

Submitted by Sam Burns

In light of the heavy flooding in September 2013 in Lyons, Longmont, and Boulder, Colorado, Bishop O'Neill has asked that all parishes give consideration to planning for emergency situations. This work can be focused on internal concerns for safety such as accident prevention, or sudden illness among persons attending a service or a meeting. It also includes assistance St. Mark's might provide during a natural hazard such as flooding or fire. While we have considerable expertise and resources in La Plata County in these regards, we are being asked to reflect on what we are capable of assisting with in such events, including skills (medical and first aid) and facilities (use of the Parish Hall) and short-term protection (food and shelter). Anyone who possesses expertise or interest in this area, please contact Bob Cox or Sam Burns.

Southwest Region of the Colorado Episcopal Diocese

Submitted by Sam Burns

As many of you know, there are five regions within the Colorado Diocese. St. Mark's is located in the Southwest Region, covering the area from Grand Junction to Alamosa. Each parish is asked to contribute 5% of plate and pledge to its region. In 2015 St. Mark's, only donated \$5,000. The total contributed amount for all congregations in the South West Region was \$30,000. These funds are distributed back to congregations to assist with mission/outreach efforts such as the Navajo Solar Lights Project or Grace's Kitchen, a daily sack lunch for persons in need St. Barnabas, Cortez. Funds are also made available to parishes which have a budgetary emergency which suddenly places them in mission status wherein they cannot afford a full-time priest. Individuals, both lay and clergy, can request support to attend a diocesan workshop on a



worthy topic. Requests can be made to support a variety of learning and educational needs. Anyone with interest in the work of the Southwest Region, or perhaps to be considered for a position on the executive committee, please contact Sam Burns or Jessica Cox. Face to face meetings occur 2-3 times per year, often in Ouray, Colorado. This is a great opportunity to learn about and participate in the policy and governance of the Episcopal Diocese of Colorado.

Stewardship Committee

Submitted by Preston Knight

The stewardship campaign was carried out in the fall of 2015, and in the campaign, the “Octoberblest” celebration was brought back. I hope we can continue to incorporate “Octoberblest” in future stewardship campaigns because it is a great opportunity to increase fellowship among the parishoners.... and who doesn’t really like brats and beer??

The results of the 2015 campaign were as follows: The church has 80 pledging units that have generously pledged a total of \$209,647 for 2016. These figures are lower than the previous campaign, where the church had 91 pledging units giving a total of \$259,000.

Those involved with stewardship believe the lower numbers are due to being a church in transition, lack of church growth, and displeasure in the way the finances were handled in 2014.

Thanks to all who aided in this year’s campaign; it was much appreciated.