



**ST MARK PRESBYTERIAN CHURCH**  
**BOERNE, TEXAS**  
**2018 ANNUAL REPORT**

## **TABLE OF CONTENTS**

<b>Transitional Minister</b>	<b>1</b>
<b>Parrish Associate</b>	<b>2</b>
<b>Director of Christian Education</b>	<b>3</b>
<b>Clerk of Session</b>	<b>6</b>
<b>Adult Connections Ministries</b>	<b>7</b>
<b>Children’s Christian Education Nursery</b>	<b>8</b>
<b>Congregational Life Ministry</b>	<b>8</b>
<b>Early Learning Center</b>	<b>10</b>
<b>Finance Ministry</b>	<b>12</b>
<b>Host Ministry</b>	<b>16</b>
<b>Outreach Ministry</b>	<b>18</b>
<b>Personnel Ministry</b>	<b>21</b>
<b>Property Ministry</b>	<b>21</b>
<b>Worship Ministry</b>	<b>22</b>
<b>Youth and Children’s Christian Education Ministry</b>	<b>24</b>
<b>Deacons Report</b>	<b>26</b>
<b>Trustees Report</b>	<b>28</b>

## **FROM THE TRANSITIONAL MINISTER**

**Reverend Dr. Joan Watson**

It was with gratitude that I joined you, the members of St. Mark, in ministry this past November when I began serving as the transitional minister. I was greeted with a welcoming spirit full of kindness and openness. What I saw most was a sense of hope and confidence in the presence of God as redeemer, guide and healer; a family of faith who loved their church and sought to make it a better place, a place with a future. That spirit of hope in no way diminished the deep concern many had over events that had transpired in recent years including the loss of two called pastors and the loss of several beloved members. There was particular concern and sadness over the departure of the called minister who had served only a short while. St. Mark was truly a church in transition, as it had been for a number of years and will continue to be for a while.

It was not lost on me that I began "Thanksgiving" week, the end of the church year and the beginning of another year with the start of Advent. The word, "advent" is the root of the word, "adventure," and what I saw was people ready to embrace the season of celebration of Christ's birth with all that that means personally and corporately... and embrace a new church year fresh and full of possibility.

As the church continues in that spirit, you do so with signs of positive change. In the last two months there have been special worship services and increased attendance in both Sunday services. New members and their children have been welcomed into this fellowship, four baptisms have been celebrated; there have been wonderful times of fellowship and celebration and the church has ended the year in a stronger financial position than had been expected. St. Mark has many rich resources forming a solid foundation on which to build for the future. Resources include its faithful, gifted members; wise leaders; committed staff; diverse and active ministries; vibrant worship, beautiful buildings and always the spirit of careful and thoughtful stewardship as part of the call to be disciples of Christ.

As the church moves forward into this new year, I invite you to join -if you haven't already-in the worship and work of St. Mark; to support it with your prayers, your presence, your gifts and your service. Please share your ideas, your hopes and dreams, and your needs and concerns with me and with the church leaders---the session and those who will be called to lead through the work of transition. Join in the discerning process for the future to which God calls this church. It is an exciting new day and each of you is important as we go forward.

I thank God for you and pray God's richest blessings on all of you, blessings which are always more than we can ask or even imagine.

Together in ministry,  
Rev. Dr. Joan Watson

## **PARRISH ASSOCIATE**

### **Commissioned Pastor Duane Manning**

It has been my sincere pleasure to serve God and the members of St. Mark as a Parrish Associate. You all are a true blessing in my life and I'm grateful to share in ministry with you. As you know, in February 2018, I also became the Commissioned Pastor at Pipe Creek Presbyterian Church. As you know, my ministry at St. Mark has been limited this year but experiencing the love, grace and mercy of our Lord and Savior, Jesus Christ has never been more exciting! My ministry is guided by these words of scripture:

John 3: 16: "For God so loved the world, that he gave his only begotten Son that whoever should believe in Him will not perish but have ever lasting life."

Matthew 22: 37 – 39: "Love the Lord your God with all your heart and with all your soul and with all your mind. And the second is like it: Love your neighbor as yourself."

Matthew 25: 30 – 40: "When did we see You sick, or in prison, and come to You? The King will answer and say to them, 'Truly I say to you, to the extent that you did it to one of these brothers of Mine, even the least of them, you did it to Me.'

We have been provided an older adult ministry which consists of building relationships with people and demonstrate the love and grace of our Lord and Savior Jesus Christ in a variety of ways:

Plan and conduct monthly worship services at Cibolo House, Kendall House and Manor House (Morningside) on the 4<sup>th</sup> Sunday of each month.

In 2018, we also began conducting a worship service at Franklin Park in Boerne on the 1<sup>st</sup> Sunday of each month. A very special thank you to all those talented people who provide their gifts of music, preaching and liturgy.

Officiated multiple memorial services for our dear Saints who entered the Church Triumphant

Wrote monthly notes to let people know they are loved and provide encouragement

Collaborated with the Deacons and Pastor to visit people in the Hospital, Nursing Homes and at Home

Assisted with and participation in worship at St. Mark as needed

Assisted the Pastor in providing Pastoral Care when necessary

Conducted personal visitation to the homebound, caring for them in a manner that they desire and need

Served communion to the homebound as desired/requested.

## **DIRECTOR OF CHRISTIAN EDUCATION**

### **Angela Grover, DCE**

**Mission:** to provide Christian nurture and growth for the adults, youth, and children in our midst through sound biblical teaching.

#### **2018 Highlights:**

- Organized Epiphany Party for Youth, children and adults
- Directed VBS in June -- serving 136 kids for 5 days with 60 youth and adult volunteers
- Hosted training and a Pizza Party for VBS volunteers
- Organized 2 pool parties for Youth
- Organized and led children's activities on Easter Sunday
- Organized and led children's activities on Consecration Sunday during Chili cook-off
- Attended, promoted and face painted at Movies in the Park
- Greeted ELC parents during their fall orientation and distributed fliers on upcoming church events
- Organized "Back 2 School Blessings" with gifts and blessings for all students and teachers
- Assisted, promoted and supported Youth led worship
- Hosted a Youth Parent Meeting
- Coordinated 10 youth and 4 adults to attend Midwinter Retreat at Mo Ranch
- Attended Congregational Life meetings
- Assisted in planning, programming and leading of Youth and children at annual all-church retreat
- Promoted and encouraged youth participation in "Souper Bowl of Caring"
- Led Chapel Time and Enrichment activities for Kids Can after school program
- Promoted and planned Black Light Dodge Ball as a new year kick-off for the Youth program
- Recruited youth team for and attended All-Church Olympics
- Planned and weekly youth meetings, service projects, or activities
- Attended play at Boerne Community Theatre by Teen Troupe (3 program participants)
- Attended Greet Eat & Meet (GEM) Nights with youth
- Assisted in selection of Youth Sunday School lessons and scheduled class leaders for each Sunday
- Organized Youth Service Scavenger Hunt; youth completed 12 service projects
- Attended Soaking Prayer training and 3 Soaking Prayer events
- Attended Presbytery meeting
- Organized Youth service day at Riverview Nursing Home
- Attended, with youth, National Day of Prayer service at St. John Lutheran Church
- Organized opportunities for members to host youth group in their homes
- Organized events to honor Graduates and celebrate their achievements
- Met with youth to plan upcoming activities

- Coordinated attendance for 2 youth and 1 sponsor at Synod Youth Workshop
- Attended Synod Youth Workshop as a small group leader
- Coordinated Youth Mission trip to Colorado for 13 youth and 4 adults
- Organized Youth Iron Chef Challenge, had 4 judges from the congregation and invited church to attend judging and tasting
- Organized Parent vs. Youth Volleyball
- Attended SA Youth Workers meeting
- Began Young Adult Group (YAG) to meet once per month
- Organized youth annual rummage sale
- Organized Rally Sunday activities
- Organized First Fridays for 7 months, serving 15+ children and their families each event
- Organized Summer Sunday School lessons and teachers from the congregation
- Organized the Family Christmas Eve Service
- Led 4 sessions of "Story and Stretch" to children during GEM Nights
- Organized and led children's activities for All-Church Retreat at Mo Ranch
- Emailed families from VBS and other events on upcoming events for children at St. Mark
- Organized and recruited Time with Young Disciples (TWYD) leaders (Jan. and February)
- Led Time with Young Disciples
- Planned and prepared an intergenerational Advent Activity
- Worked with team to organize a St. Mark Women's Gathering, that will invite women from the community as well as the church to experience Joy in God's presence in January
- Sent out emails to families with children informing them of upcoming events
- Assisted in selecting curriculum for adult classes and small groups
- Provided monthly CE updates for the St. Mark Messenger Newsletter
- Assisted in the supervision of the nursery on Sunday mornings
- Communicated regularly with Nursery Coordinator about staffing/nursery needs
- Member of both ACE (Adult Connections) and CCE committees and attend quarterly meetings
- Increased frequency of "Breakfast Club" parent Sunday School class to every Sunday
- Organized and attended King's Kids and Families Lunch and Play, pool parties, and
- Assisted in the organizing and leading of God's Gift Factory, serving 59 children and families
- Attended ELC Christmas Program
- Led and promoted women's Bible study on Thursdays, serving up to 12 women
- Promoted Sunday School Classes and Small Groups as new studies begin
- Attended quarterly Educator's Roundtable at North minster Presbyterian church
- Attended ELC Coffee & Conversation to build relationships with ELC parents
- Taught Sunday School for children and Youth on substitute basis

- Assisted with organizing of Children's Choir
- Assisted in planning lessons and curriculum for children's Sunday School
- Participated in the St. Mark float at the Boerne Weihnacht Parade with youth, children and families
- Assisted in establishing the Child & Youth Protection policy for 2019 implementation
- Established a new job description to combine Youth Director and Director of Christian Education

#### **2019 Goals:**

- Implement Child & Youth Protection Policy beginning in January
- Attend APCE Annual Event
- Assist in guiding teachers/leaders in the spiritual formation of adults, youth, and children by providing curriculum ideas and training classes
- Continue to work with so many wonderful volunteers, encouraging participation and leadership to fulfill the work God calls us to
- Pray for and identify summer Sunday school teachers for the children, consistent Sunday School teachers for middle school youth class
- Co-direct Vacation Bible School in June
- Pray for and plan meaningful mission trip for youth
- Create variety of service opportunities for youth, children and families
- Lead and encourage more intergenerational study opportunities
- Empower youth to take on a mentor role with the children of St. Mark
- Collaborate with Early Learning Center Director to ensure families are informed of and welcomed to St. Mark events (women's bible study, First Friday for Kids, etc.).
- Encourage more youth to attend Synod Youth Workshop
- Communicate with parents on a weekly basis
- Encourage and empower youth sponsors to attend and lead youth activities
- Lead weekly youth meetings or activities
- Attend events (ie. dance recitals, sporting events, concerts) involving children and youth of St. Mark
- Assist youth in planning and leading worship on Youth Sunday
- Provide at least six opportunities for families (with youth or children) to enjoy fellowship outside of church
- Pray for and support sponsors for youth conferences (TLC, SYW, JHJ, and mission trip)
- Support all ministries and participate when called to help
- Attend and promote all Sunday School classes
- Personally encourage visitors and members to attend Sunday School and Small Groups
- Organize and facilitate youth and children events for the All-Church Retreat
- Pray more, worry less

**CLERK OF SESSION**

**Courtney Hellman, Clerk of Session**

**NEW MEMBERS**

Rick and Wanda Eckersley  
Betty and Steve Crowell  
Kelly Knight

Carol McCarty  
Pat and Jack Anderson  
Christina and Patrick Cleary

**TRANSFERS FROM ST. MARK**

Nila and Fred Adair  
Lori and Pete Johnson  
Tom Schall  
Matt Hodges  
Debora Thomas  
Andrea Young Wazir  
Cheryl Fulton  
Stephanie Hillin  
Monica Hillin Castellja  
Stephanie Miller  
Suzanne and Nash Hardeman  
Sissy McElmurry  
Glenn Kealy Vincent  
Jennifer Agarwal  
Lindsay and Tim Stoner  
Alicia A. de Lugo Brewer  
Cindy James  
Ellen and JD Luckie  
Susan and Dennis Toews  
Valarie De Hulsters  
Elizabeth Johnson  
Paulette and Ed Fleming

Melanie and Bryan Hoffman  
Marsha Malsack  
Susan and Glen Hodges  
Julie Hodges  
Elvis Seewald  
Mollie Little  
Brad Hillin  
Jennifer Hillin  
Betty and Laurence Nichols  
Shirley and Don Phillips  
Nancy Reed  
Janice and Randy Townsend  
Kelli and Steve Bulls  
Priya Agarwal  
Heather and J.T. Bazil  
John Grier  
Grace and Reno Lauro  
Linda Roberts  
David Ueker  
Deanna and Sidney Copeland  
Marilyn Boyes  
Janelle and Phil Lambert

**DEATHS**

David Kealy  
Stephanie Garza  
Carl Sanchez  
Raymond Penrod

Russ Wilhour  
Betty Fuqua  
Terry McCarty

**MEMBERSHIP 2018**

Gains	+10
Losses	-68
Total Number of Members as of January 1, 2018	367
Total Number of Members as of December 31, 2018	309



## **ADULT CONNECTIONS (previously known as ADULT CHRISTIAN EDUCATION)**

**Elder Calleen Friedel** \*NOTE: I have been the elder since June and therefore, do not have information re. ACE from Jan. 2018-May 2018.

**MISSION STATEMENT:** Promote, organize, and support activities with a focus on Christian education of the adults and guests of St. Mark.

**Committee Members:** Co-Chairs: Angela Grover and Calleen Friedel

Initial Members: All adult Sunday school teachers and small group leaders

**Meeting Schedule:**

Every other month on the 4<sup>th</sup> Sunday following the 11:10am service

**Responsibilities:**

Adult Connections

Promotes, organizes and trains small groups and their leadership

Support Sunday morning classes and teachers

Organize young adult activities

Organize and support special activities for adults

### **2018 Highlights from June to December:**

- Meetings: August and November
- Changed the name of Adult Christian Education to Adult Connections to incorporate a broader scope
- Created Mission & Scope of Adult Connections
- Tabled for 2019 for St. Mark to host Special Adult Needs Group for 27yo+. We would start in September 2019. Had Justin Hooper, leader of Capernaum, come and share what he is doing for 18yo-26yo special need adults in the community.
- Organized Rally Day fall of 2018 with pancakes in launching Adult Sunday School Classes and Small Groups
- Contributed to purchasing a new TV for parlor for small group and purchasing curriculum for all
- Supported 18 Adult Sunday School Teachers and Small Group Leaders
- Launched Young Adult Group (YAG) consisting of 18yo to 30yo. Every first Sunday from 5p-7p a meal is provided along with Bible study/goal discussion/guidance. Some outings are provided: TopGolf (December 2018) and Hill Country Daily Bread (January 2018).
- Launched Shooting Group (small group) 1<sup>st</sup> and 3<sup>rd</sup> Saturdays of the month. They meet at Apache shooting range.
- Tabled offering "Brave Parenting" which is a presentation for parents on helping children with screen times. We would offer this to the community. Looking into a grant to pay the presenter.
- Launched an all-church one-year reading of the Chronological Bible in 2019. Discussing with the pastor on offering a monthly meeting for the congregation to discuss what we are reading.

## **CHILDREN'S CHRISTIAN EDUCATION NURSERY MINISTRY**

### **Marilyn Bonaguro, Nursery Coordinator**

The Nursery Ministry includes Marilyn Bonaguro, Nursery Coordinator and caregivers Eloisa Chavez, Sara foster, Kim Hodge, Robin Taylor, Bonnie Weaver and new members Sydnee Hodge and Jessica Haberman. We are under the oversight of Angela Grover, Director of Children's Christian Education and elder Mary Jane Ely.

In 2018 we provided for the following childcare needs of St. Mark:

Sunday worship services

Weekly Bible studies

Committee meetings

Special events of St Mark: First Friday's, GEM Nights, Adult Olympics, Lenten services, ELC golf tournament, VBS week, God' gift factory, fellowship meals, congregational and called meetings

The Nursery workers take turns each Sunday in teaching preschool Sunday school with materials provided by the Director of Christian Education and also implement a portable DVD player. Weekly Sunday school lessons are taught during the 10:00am hour and then repeated for the children attending in the 11:10am time.

These caregivers are trained in Pediatric First Aid/CPR, child abuse reporting and also receive updated training and review on a regular basis. They faithfully work at least two Sundays a month and rotate for weekday and nighttime needs. They continue to provide excellent care and love to all our children so please acknowledge them in their St Mark Nursery aprons.

Childcare on weekends is provided in the Children's Ministry Building in Room 2 (ages 2 and up to Kindergarten) and Room 3 (infants to toddlers). The rooms are set up each Sunday in the shared facility used weekdays by the Early Learning Center. We have rocking chairs for the use of nursing mothers and fussy babies. The equipment is sanitized and returned to storage Sunday after use. We also make use of the playground area weather permitting.

Weekday childcare is provided in the FLC Room 106. The equipment is stored in the closet and must be set up, sanitized, and replaced after the weekly needs are met. The room has a toddler bathroom with changing table next to the church's on-site washer and dryer.

The Nursery Policy Booklet, Sign In Sheets, and Job Descriptions were updated and revised with Angela Grover and approved by Mary Jane Ely.

We invite you to take time to visit the Children's Ministry Building to see them in action!

## **CONGREGATIONAL LIFE**

### **Elders Larry Warren and Paul Mebane**

Committee Members: Angela Grover, Marilyn Bonaguro, Delaney Craver, Marzi Rust, Sandi Warren, Nalga Mebane, Mary D D'Alessio, Rick & Wanda Eckersley

This past year was characterized not only by continued efforts to build and enhance congregational fellowship, but an expanded role in the spiritual life of the congregation as well. A newly formed Prayer Ministry was assigned to Congregational Life under the inspired **-8-**

leadership of Mary D D'Alessio. She led us for several Soaking Prayer events in the sanctuary as well as facilitating a six session "When God's People Pray" class. Additionally, St. Mark's Session decided to join the Communications Ministry with Congregational Life and added a second elder to our ministry.

We began the year with the weekly Tai Chi class attended by a mix of congregational and community participants. The four-week GEM Night program returned in late January featuring a fellowship meal and special interest classes for the youth, children, and adults. In April, the Chronologically Gifted (CG) Group hosted the Adult Olympics, a fun night of friendly competition, in which the Assimilation/Newcomers team emerged the victors!

The highlight of the year for the Congregational Life Ministry was the All Church Family Retreat. Blessed with near-perfect fall weather, 82 church members and friends enjoyed a spiritually rewarding and relaxing October weekend at the beautiful Mo Ranch. During the retreat, Reverends Mary D D'Alessio and Ed Brogan blessed us with a series of presentations consistent with the retreat's theme of "Building Bonds". Thirty-two congregational volunteers contributed with their time and efforts to make this retreat a huge success proving it truly does "take a village".

The amazing volunteer women who make up the Kitchen Crew tirelessly prepared our Fifth Sunday fellowship meals and GEM Night dinners. Thanks also to the several Session members as well as ministry volunteers who prepared and served the Vacation Bible School (VBS) closing luncheon for the many volunteers and families participating in this wonderful event. Kudos also to Tara Stassi (Ladies Night Out), Bill Lemoine (Lunch Bunch) and the many volunteers who helped make these activities successful.

Special thanks go to Nalga Mebane and the CG Group for again organizing and pulling off the Fourth Annual Chili Cook Off in September. The congregation was treated to an extraordinary assortment of chili to sample and vote for with Aiden Grover repeating as winner. Over a \$1,000 was collected in this event for St. Mark's Kids Can Program. Our year ended with a wonderful Christmas Party hosted by the amazing CGs and attended by 100 folks in our Family Life Center.

Upcoming highlights for 2019 include the Adult Olympics and the All Church Family Retreat at Mo Ranch in mid October.

## **EARLY LEARNING CENTER (ELC)**

**Kristine Luisi, Director**



***As a mission and ministry of St. Mark Presbyterian Church, we will provide an excellent program for young children and their families which is***

- *affordable*
- *developmentally appropriate*
- *with active learning opportunities*
- *respectful of diverse cultures and races*
- *and built upon the foundation of a loving, Christian environment.*

We attempt to prepare ourselves each day by asking for God's help and discernment. If ever you wish to join hearts with ours as a staff, join us at 7 A.M. in the foyer of the ELC/Children's Ministry Building for early-morning-prayer and a devotional.

Addressing the "opportunities" here in the ELC requires that we constantly nurture ourselves as adults and teachers. In order to do this work well, we must have His love, joy, peace, patience, kindness, goodness, gentleness, faithfulness and self-control. We pray for the gifts of the Holy Spirit for all of our staff in this program and also ask for your prayers daily.

Parents appreciate the effort to not only provide a week-day, licensed, NAEYC accredited program, but they always mention the loving and skilled teachers who have so often changed their lives and those of their children. We thank God for our talented and loving staff!

Please continue to pray for God's guidance and continued blessing for this ministry/mission of St. Mark. It is very clear that the quality and accomplishments of our program are directly linked to the generosity and vision of our church. We would like to express our appreciation to all of our church family who help to make the mission and ministry of the Early Learning Center a reality each of these last 22 years.

**Overview:** Our Early Learning Center is under the authority of the church Session and is governed by a Board of Directors consisting of a majority of members from St. Mark. The Board also has several members from the community and includes some parents and/or grandparents of children enrolled. Currently we have 100 children enrolled in nine classes with 24 regular staff. Brochures are available in the foyer, narthex, church office and ELC office. Our center operates on the Boerne Schools' calendar. We are licensed by the state of Texas, accredited by the National Association for the Education of Young Children (NAEYC) and recognized as a Texas Rising Star by the Alamo Workforce Commission. Please visit during operating hours. We would love to give you a tour! Our website is [www.stmarkelc.org](http://www.stmarkelc.org).

**Board Members:** Joani Gohn, Chairperson; Bill Brant, Vice Chair; Mary Jane Ely, Session Liaison; Doug Mikus, Finance Chair; Rob West, Personnel Chair; Monica Phillips, Secretary; Mary Beth Thomas, Member at Large; Blayne Gerfers, Community Member; Hunter Kennell, Community Member and Kristine Luisi, Ex Officio.

Now in our twenty-third year, we continue to be blessed with dedicated board members and staff who have many opportunities to share the love of Jesus with children and families. The opportunities are exciting and continuous as we serve children with special needs, children with exceptional ability, successful families and also families in crisis. Please pray with us that God will use and bless this ministry to children and their families. We thank God for the personnel He has provided to us! We are committed to pleasing God with all that we do here, and we delight in sharing the Good News with all who enter our door.

### **Highlights 2018**

- Hired 2 assistant teachers, 2 substitute teachers, and new coordinator of operations for the 2018-2019 school year. (replacements, not adds to staff)
- Dedicated one "2 yr old classroom" to all 18 month olds; class is fully enrolled.
- Orientation in August for each family previous to first day of the year, greeted by Pastor Kevin Boyd and Christian Education Director Angela Grover; invited all to St Mark services and family activities.
- Fifth Annual FALL FEST fundraiser held in October for parents, alumni, and church to meet, greet, and welcome ELC families. Approximately 50% of enrolled families attended.
- Adoption of a "mission" supported by each of our 9 classrooms. (i.e. Hill Country Pregnancy Care Center, Hill Country Daily Bread, Hill Country Family Services, and others).
- Higher levels of training attained by all staff. Four staff currently enrolled in Child Development College coursework.
- Nine children assisted through need-based scholarships totaling \$24,000 in commitments.
- Screening of children for vision, hearing and developmental needs.
- Chapel on Thursdays in the church sanctuary as well as the Christmas Program and Year-end Program.
- Ninth annual full-day, regional, teacher-training held in St. Mark Family Life Center in August for over 140 participants.
- Parent Conferences for parents/teachers of each child, spring and fall of 2018. This effort includes providing resources to special needs children and families as needed. Written summaries using the Brigance Inventory provided to each parent.
- Continued coordination with Parent Advisory Committee to assist with communication and fundraising.
- Successful fundraising efforts including our Golf Tournament to provide additional scholarship dollars, equipment, and trainings. (Next tournament fundraiser scheduled 4/6/2019, Riverhill Country Club, Kerrville.) Our last tournament raised the necessary dollars for our budget, scholarship commitments and for additional equipment.
- Began accepting credit card payments for tuition and fundraisers via PayPal through our website and PayPal Here.
- Upgrades/repairs to playgrounds and buildings and equipment which are shared with the St. Mark nursery. Improvements include new paint and plumbing fixes in portions of Children's Ministry Building/ELC.
- NAEYC (National Association for the Education of Young Children) accreditation maintained.

- Texas Rising Star 4 Star Rating maintained after recertification evaluation in May 2018.
- Collaboration with Pastor, Youth and Christian Education Ministries to invite ELC families to St. Mark Bible Studies, Christmas events, Youth Ministry events, VBS, and Sunday School and church.
- Gave Testimony of Discipleship and hosted an Open House at the ELC for church members after services.

Early Learning Center of St. Mark Presbyterian Church  
 208 W. Bandera, Boerne, TX 78006  
 Phone 830-249-3813 fax 830-249-8233  
 email elcstmark@gvtc.com  
 website www.stmarkelc.org  
www.facebook.com/ELCStMark

**FINANCE MINISTRY**

**Elder Rob West**

**Mission Statement:** Ministry assures that adequate financial resources are available to enable the church to fulfill its mission through programs approved by Session. As directed by Session, and with the support of the Trustees, this ministry administers the financial resources of the church, reports on its financial status, and provides financial guardrails to committees or ministries that have budgets. Beginning in 2018, this ministry worked with the newly formed Stewardship Committee which executes the annual stewardship Campaign and addresses other financial matters throughout the year. It is the responsibility of the Finance Ministry to protect and grow the financial assets of St. Mark.

**Statement of Financial Position:**

Assets	
Liquid Assets	
General Fund	\$164,778
Special Account	26,347
Capital Account	14,664
G2G Fund (Unrestricted)	269,016
G2G Fund (Restricted)	148,350
Illiquid Assets	
Operating Assets (est.)	\$250,000
Real Estate (est.)	\$3,500,000
Other illiquid Assets (est.)	307,537
Total Assets	\$4,403,912

**Prior Year Income and Expense Summary:** St. Mark finished the 2018 Operational year with a

slight surplus of \$584 on revenues of \$511,787. This is in spite of a decline from \$526,895 in revenue for 2017. However, expenses in 2018 were lower at \$505,391. With some belt-tightening factored into the 2018 budget, the Elders focused on making best use of more limited financial resources. Some notable highlights and challenges include:

Rental income was substantially higher than forecast, \$21,417, versus \$10,400 budgeted indicating a growing interest in the community for the use of St Mark facilities, such as the FLC. In 2018, expenses were reviewed and St Mark's rental rates were benchmarked against similar facilities in the area. Rentals continue to be a growing opportunity for St Mark and a major contributory factor to the budget surplus realized for the year.

20 members overpaid their pledge to the tune of \$17,666 in additional Pledge revenue.

9 new pledges were added, including 6 from longtime current members.

**Challenges:** Three significant headwinds create a challenging operating environment for St. Mark on the revenue side of the Income Statement.

Of 2018's 89 Giving Units (those families who made a pledge), around 17 had moved, Died, or left the church by the end of the year.

Pledging units dropped from 89 in 2017 to 67 in 2018. However, average giving per Unit increased to \$4,370 to \$4,834. We need to focus on acquiring additional member Households annually.

As the church and the FLC grow older, regular maintenance becomes a bigger consideration going forward. Significant expenses for wet utilities, HVAC, appliances and building repair were incurred this year and the same could be expected going forward.

On the expense side, your Session and its ministries should be commended for maintaining expenses below their allocated budgets. The challenge to do so continues for the coming year since there will be greater requirements with less revenue.

The St. Mark special Account is comprised of restricted donations for specific church programs. Over the years, that Special Account and the ministries that control the spending have been allowed to accumulate funds without any real governance or plan by St. Mark ministries to spend those gifts received. In 2018, ministries were asked to provide a plan for their Special Account spending, and unless those funds are specifically earmarked for a future purchase or event, then the funds in the Special Account were made available to those ministries which received the donation.

Finally, Personnel costs exceed available benchmarks for churches of a similar size. According to benchmarking data from three different sources, a “healthy” church should be spending in the range of 45% - 55% of their budget on Personnel. St. Mark is spending approximately 64% of its revenue on Personnel. With the loss of Pastor Boyd late in the year, the actual projected expense was lower due to less coverage requirements for a permanent pastor. Otherwise the ratio would have been greater.

Taken together, these challenges are significant, but not insurmountable. Growing the kingdom of God through St. Mark is the single best opportunity we have to alleviate these challenges.

**Debt:** St. Mark remains debt free!

**Stewardship:** 2018 marked the year that Stewardship and Finance have been separated as two distinct but somewhat connected ministries.

**2019 General Fund Budget:**

In the preparation of the 2019 budget, the Finance Committee considered a zero-based budget philosophy, requesting ministries to detail specific expenditures. Then, ministries budgets were historically reviewed to compare actual expenditures for the year against the 2019 budget requested. And, where ministries had a Special Account available – but had left the funds in the account go unspent – the balance in the Special Account was allocated against the budget request for 2019. In summary, these actions were enacted to help the ministries of St. Mark in arriving at a budget that reflects the actual amount that will be spent. Unlike in one’s personal family budget, spending a ministry budget to zero should be the goal of elders through the year – if there’s money left over at year-end, then that is indicative of resources that could have been allocated to other priorities earlier in the year. At the end of year, any amount unspent in ministry budgets is returned to the General Fund.

On January 14, 2019, Session approved a budget reflecting expected revenue of \$427,786 and projected expenses of \$490,000, resulting in a deficit of \$62,214. This shortfall will be funded with money held in the General Fund checking account.

A balanced budget remains the Finance Committee’s goal. Following are a couple of key points:  
Outside of the commitments the church has established with the Early Learning Center  
The Missions budget is being considered as a dynamic allocation. Currently, there are several giving activities undertaken by the church that can be considered as Mission  
But that have not been factored as part of this calling in the past. The Finance Committee will look much closer at these actual numbers and work with the Missions Team to determine an appropriate plan of action.



Christian Ed to Deacons Adult Connections and Youth, among others, have reduced Their collective budget significantly. Also, as mentioned previously, available Special Accounts relative to several ministries will be actively utilized to offset some Of the annual expenses anticipated.

Dividends received and capital gains earned from the Generation-to-Generation (G2G) Funds (or long-term capital reserves) will be taken in Cash, rather than reinvested in support of St. Mark’s future needs.

**Summary:** St. Mark remains in an enviable capital position, in spite of the headwinds we face. And in spite of its many challenges, 2018 has proven to be one of achievement in terms of meeting our budgetary needs. 2019 remains a challenge as there were fewer giving units than the prior year. However, your Session has tightened the belt on all fronts and expects to be successful in executing a budget that is approximately \$50,000 less than 2018. We continue to welcome members – new and old – into our fold and God has put us on the path to right the ship with a solid interim pastor, a talented staff, and a dedicated Session who love this church. God’s grace is good and by His hand, we will continue to prosper and spread the good news.

Following you will find the 2019 Budget. Further detail is available by request from the Finance Secretary.

**2019 BUDGET**

<b>Revenue Source</b>	<b>Amount</b>
Pledges	\$323,884
Attrition	-\$ 22,672
Unpledged	\$ 80,971
Plate	\$ 6,478
Cost-sharing subsidies (rentals)	\$ 20,000
Royalties	\$ 9,000
Interest, Dividends	\$ 9,000
Points	<u>\$ 1,125</u>
<b>Revenue Total</b>	<b>\$427,786</b>

<b>Expense Source</b>	<b>Amount</b>
Mission	\$ 16,358
Personnel	\$348,175
Property	\$ 96,362
<b>Total Fixed</b>	<b>\$460,895</b>

Adult Connections	\$ 1,275
Children CE	\$ 4,250
Host Ministry	\$ 850
Congregational Life	\$ 10,400
Deacons	\$ 1,120
Stewardship	\$ 850
Finance	\$ 4,160
Session	0
Worship	\$ 2,125
Youth	\$ 4,075
<b>Total Discretionary</b>	<b>\$ 29,105</b>
<b>Expenses Total</b>	<b>\$490,000</b>
<b>Budget Delta (If Negative, then funded from Reserves)</b>	<b>-\$ 62,214</b>

## **HOST MINISTRY**

### **Elders & Co-Chairs: Dottie Dunham & Carol Trono**

Team Members: John Merritt, Rob Klein, James McCarthy

Connection Team Sub-Committee members: Jana Carmack, Doug Carmack, Susan Penrod, Marzi Rust, Evelyn Upshaw and Karen Walker.

Session created a new Host Ministry in the spring of 2018. This ministry is chaired by two elders. It replaced the existing Member Assimilation Ministry, incorporating all activities of that ministry and adding additional responsibilities. Host Ministry encompasses the following teams:

- Connection Team led by Carol Trono that manages outreach and follow-up with guests, leads a class for guests considering becoming members of St. Mark, and coordinates receiving and recognizing new members;
- Greeter/Host Team led by Dottie Dunham that recruits, trains, schedules and coordinates Greeter/Hosts for each worship service and manages refreshments for the Hospitality Center;
- Security/Safety Team led by James McCarthy that is preparing a safety and security plan for St. Mark, and
- Facilities Team led by John Merritt that coordinates the weekly placement of guest parking signs and spaces, preparation of beverages in the Hospitality Center each Sunday, permanent exterior signage, grounds maintenance, and furniture purchases to support the Host Ministry.

**Host Ministry Accomplishments in 2018:** Introduced the new ministry in July and August through minute for mission presentations and articles in the Happenings and the Newsletters. Recruited greeters and hosts for each worship service. Renamed the atrium/rotunda area the Hospitality Center and communicated that to the Congregation. Set up a Welcome Table in the Hospitality Center to create a central spot for guests to receive information. Created a new church logo that was approved by session and is now being used in all Church communications.

The following church members are supporting the Host Ministry by serving as greeters or hosts. More volunteers are needed though, to adequately cover each worship service. **-16-**

**Monthly Volunteers**

Baker, Janet  
 Culver, Debbie  
 Cooper, Jim  
 Cooper, Charlene  
 Crawford, Carlyn  
 Dunham, Dottie  
 McCarthy, James  
 McCarty, Julie  
 Merritt, Cathy  
 Merritt, John  
 Newton, Cathy  
 Penrod, Susan  
 Seewald, Dannie  
 Seewald, Wayne

Smith, Elizabeth  
 Smith, Larry  
 Trono, Carol  
 Trono, Ruben  
 West, Rob  
 West, Sally

**Substitutes**

Brogan, Sandy

The Connection Team offered and led the Next Step class series in February, May and October for visitors/guests wanting to learn more about St. Mark and our ministries. Session received the following new members in 2018:

<b>New Members</b>	<b>Date Joined</b>	<b>Mentors</b>
Rick and Wanda Eckersley	2/25/2018	Nalga & Paul Mebane
Carol McCarty (Dale)	2/25/2018	Betty Parr
Steve and Betty Crowell	5/20/2018	Dick Hauptfleisch
Pat & Jack Anderson	11/4/2018	Lori and Charlie Sapp
Kelly Knight	11/4/2018	Becky Collie
Christina and Patrick Cleary	12/23/2018	Theresa Gateley

All visitors/guests who provide contact information receive follow-up welcome messages. Weekly attendance is noted, and information on activities and how to join is shared with those who visit regularly.

## **OUTREACH MINISTRY**

### **Elder Craig Hinman**

*Isaiah's Commission from the Lord: And I heard the voice of the Lord saying, "Whom shall I send, and who will go for us?" Then I said, "Here I am! Send me."*

**Outreach Committee Membership.** Craig Hinman, Reverend Ed Brogan, Toni Hensley, Helen Mikus, Doug Mikus, Sarah Hinman, Angela Grover, Marilyn Bonaguro, Patricia Porter

### ***Mission Ministry***

**Goals.** Goal is assisting the congregation in spreading the Gospel of Jesus Christ by extending the hand of justice, mercy and compassion throughout the world.

**Responsibilities.**

- a. Managing and disbursing funds to our ministry partners.
- b. Being aware of the needs of our church members and others.
- c. Determining each year who we can support through the Mission budget.
- d. Praying for God's will in all that we do.
- e. Arranging for "Minute for Mission"
- f. Looking for various ways to include our community in our mission efforts.

**Focus Areas.** St Mark supports the mission efforts of PC(USA), Mission Presbytery, and the efforts of local, regional and worldwide ministries.

### **PC (USA) Special Offerings.**

**One Great Hour of Sharing - Easter Sunday.** A gift to One Great Hour of Sharing enables the church to share God's love with our neighbors-in-need around the world by providing relief those affected by natural disasters, provide food to the hungry, and helping to empower the poor and oppressed. This interactive map illustrates the global reach of your OGHS gifts.

- Presbyterian Disaster Assistance
- Presbyterian Hunger Program
- Self-Development of People

**Pentecost Offering – Pentecost Sunday.** The Pentecost Offering helps the church encourage, develop, and support its young people, and also address the needs of at-risk children. 40% of the Pentecost offering can be retained by individual congregations wanting to make an impact in the lives of young people within their own community.

- Young Adult Volunteers
- Ministries for Youth
- Children-at-risk

**Peace & Global Witness Offering - World Communion Sunday.** The Peace & Global Witness (formerly Peacemaking) Offering enables the church to promote the Peace of Christ by addressing systems of injustice across the world. Individual congregations are encouraged to utilize up to 25% of the Peace & Global Witness Offering to sustain their local peacemaking ministries.

- Presbyterian Peacemaking Program
- PC(USA) World Mission

**Christmas Joy Offering - Advent Season.** The Christmas Joy Offering helps provide financial assistance to current and former church workers and their families and also enables deserving students to attend Presbyterian-related racial ethnic colleges and schools.

- The Assistance Program of the Board of Pensions
- Schools and Colleges Equipping Communities of Color
- Leadership Development for People of Color

**Local Missions.**

Early Learning Center. Provided funds for use for scholarships for children of financially challenged families.

Hill Country Daily Bread Ministries. Assisted with financial support to provide material assistance and spiritual guidance to those in need.

Hill Country Family Services. Donations along with an on-going food drive.

Local Nursing homes and assisted living facilities. Fellowship through entertainment and worship services planned by our members.

Kendall County Women's Shelter. Funding towards their mission of assisting women and children.

Habitat for Humanity. Supported projects and helped with home construction for those in need.

Hill Country Pregnancy Center. Participation in annual Baby Bottle Boomerang effort.

Hill Country Mission for Health. Support medical services to families who are need.

Compassion in Action. This enterprising group makes turbans and heart pillows for cancer victims, baby layettes for the Pregnancy Center, lap quilts and shawls for the homebound and many other projects.

Boerne Community Coalition (BCC). BCC is working to improve the lives of children and families by providing food, enrichment opportunities, access to benefits and services and a supportive network. St. Mark participates in LOVE Boerne Kids Food Drive and LOVE Boerne Neighborhoods with the community, reaching to do home repairs.

Kids Can After-School Program (KCAPS). St Mark embraced this program with financial support and with dedicated volunteers serving children in need. We serve each child by providing homework help, instilling pride in educational accomplishments, offering a nutritious snack, and introducing scripture and prayer as a significant part of the program.

**Regional Missions.**

Austin Presbyterian Seminary. Financial support.

Schreiner University. Financial support.

Presbyterian Pan American School. Financial support.

John Knox Ranch. Support summer camps, outdoor activities, retreats and educational programs for youth and adults.

Mo Ranch. Support summer camps, outdoor activities, retreats and educational programs for youth and adults.

Grace House. This faith-based transition home for women who have been incarcerated and who are at continuing risk.

Presbyterian Children's Home and Services. Supported housing for single mothers and children and also served as transitional housing for youth aging out of child protective services.  
St. Mark Emergency and Family Assistance Fund. Assisting families within our church.

### **Worldwide Missions.**

Global Scholars. Steve and Rebeca Grant are continuing their service in Lithuania and working to influence the leaders of tomorrow through higher education and a Christian worldview.

Pakistan Christian Ministry. Providing funding to assist Fraz Siddique in promoting a Christian community in Pakistan.

### **Evangelism Ministry**

Goals. The goal is to build a congregation who can identify opportunities and needs in the community where St. Mark can display God's love and make a spiritual impact.

Responsibilities: Evangelism's focus areas included community outreach, internal and external engagement and providing support to those in need with a goal of strengthening relationships among St. Mark members and the community.

Focus Areas. The following are key areas for the ministry to focus on:

1. Provide opportunities for evangelism to be learned and practiced in and by the church.
2. Provide scholarships for St. Mark members to participate in the St. Mark events i.e. Family Church Retreat at Mo Ranch.
3. Engage in City of Boerne community events including parades, fairs and schools. Members built a parade float and participated in the annual City of Boerne Weihnachts Christmas Parade.
4. Sponsor City of Boerne Movies in the Park which includes members volunteering to provide activities for children.
5. Support the St. Mark Women's Gathering Event.
6. Promote members participation in community volunteer activities.
7. City of Boerne Chamber of Commerce engagement.
8. Support the St. Mark Vacation Bible School.
9. Support the Meadowland Charter School.
10. Support the Food Pantry.
11. Support Senior Citizens programs.
12. Support the Women's Shelter.
13. Support the Youth Program
14. Develop fellowship opportunities between St. Mark and the community.

## **PERSONNEL**

### **Elder Rob Klein**

The Personnel Committee has continued to monitor how well we are implementing our pastoral and staff resources in order to best serve the congregation's diverse needs and the overall mission of St. Mark during 2018. We also strive to look forward in our deployment of personnel resources.

The following members made up the Personnel Committee for the year: Paul Cashion, Paul Mebane, Susan Penrod and Chair, Rob Klein. We would like to also mention Craig Hinman as the previous chair during the early part of 2018. The Reverend Dr. Watson provides executive guidance along with our representative from the Administrative Commission.

**Overview:** Our pastoral, program and administrative staffs have all proven themselves to be hard-working and creative throughout the year.

### **Personnel Committee Highlights of 2018:**

We have conducted methodical performance appraisals of pastoral, administrative and program staff. We are in the process of updating policies and procedures as well as creating and documenting comprehensive position descriptions for staff positions at St. Mark. We experienced transitions in the administrative and program areas. Departures included the Pastor, Office Administrative Assistant, Director of Youth Ministries, plus the Praise Band/Contemporary Service leader. We hired a direct replacement for the admin position and following recommendation from committee, we combined the positions of Director of Christian Education and the Youth Director under the leadership of Angela Grover. Also based on recommendation from committee, we combined the Praise Band Leader and Choir Director positions under the leadership of John Tucker. Both of these moves have proven to be successful in that the ministries they support have thrived. We are happy to have Rev. Dr. Joan Watson as our transitional pastor and look forward to working with her in 2019.

## **PROPERTY MINISTRY**

### **Elder John Merritt**

The purpose of the Committee is to provide direct oversight of church physical plant, grounds, and all real property, including equipment, furniture, and vehicles; to repair, maintain, and replace all church property and grounds; to suggest, implement, and oversee construction and improvement projects; to recommend adequate insurance coverage; and to establish and enforce policy on the use of all buildings, grounds, vehicles, and equipment of the church.

The Committee strives to provide clean, up to date, and well-maintained facilities for its congregation and building users of the community. The Committee shall continually assess the appearance of the property's entire exterior and interior and make the changes that will positively suggest the congregation's stewardship, care of its house of worship, and its status in the neighborhood.

**Committee Members:** Pam Brant, Dick Fossler, Carl Lyles, Duane Manning, Mike Penrod, Andy Phillips, Wayne Seewald and John Stassi.

**2018:**

The Property Ministry expenditures in 2018 were \$125,219 vs. 2017 of \$111,127. This increase was due mostly to one time, non-recurring costs. The leader of the pack was heating, venting, air & conditioning (HVAC). After being out of service for two years we replaced the exchanger on one of the FLC air handlers along with replacing three of the evaporator motors. Other one-time expenditures included: restoring parking lot lighting by changing all to LED, replacing the main water service line after a leak developed under the foundation, replacing the FLC freezer, repair the FLC refrigerator, revamping the message system, sanctuary lighting controller repairs, reconfigure the sound system for the Praise Band and upgrading the internet to high speed.

**2019:**

Property has been given a 2019 Budget of \$96,362. To stay within this budget will require a lot of work by our membership and some basic luck that we don't have the same level of non-recurring expenditures. That said, we do have some major expenditure items on the horizon: dry wood termites infest several locations in the sanctuary, except for the FLC, all of our roofs are greater than 30 years old and have been leaking, we have 16 air conditioner/heater systems with some over 30 years old so repairs and replacements are a given and exterior trim, stucco and railings need painting.

The Property Ministry meets every other month. Committee members throughout the year perform a large part of Ministry work. Please contact John Merritt if you are willing to join the Committee and/or have some time you can offer.

In the past the Committee has organized a spring all-church workday where our church membership shows up on a Saturday morning, before Easter, and use the many hands to tackle much work inside and outside. This year, we plan to also organize a fall work day also to get all hands out and get things done ourselves rather than hire contractors. Be on the look out for the dates and help out if you can. It's a good time to get to know others better while we work and follow up with lunch.

**WORSHIP MINISTRY****Elder Jenny Cashion**

**Worship Mission:** In Jesus Christ, the Church is called to be a royal priesthood, giving glory to God in worship and devoting itself to God's service in the world. Worship is a collective activity of the people of God and an expression of our common life and ministry. It demands the full, conscious, and active participation of the whole body of Christ, with heart, mind, soul, and strength. Every action in worship is to glorify God and contribute to the good of the people. - Book of Order W.2.02

**Worship Ministry:**

The Worship Ministry supports the congregation, pastor, and staff by ensuring that the worship experience pays reverent honor and homage to God. Following the reformed tradition, the committee considers all ideas and proposals to enhance the faith of our members. **-22-**



We are called to worship our God in everything we do.... every day in our routine lives and with all of our actions and words. However, we also set aside a special time to worship together and to glorify God. At St. Mark, that is on every Sunday morning, as well as other special times such as Ash Wednesday, Holy Week, Christmas Eve, and various other services, even including funerals and memorial celebrations. "For great is the LORD and most worthy of praise."

1 Chronicles 16:25

The actual worship service may be a visitor's first glimpse of our family at St. Mark, maybe someone's very first encounter with the living Christ. Not only is worship vital to the Christian life, it is also a way to reach those who do not know the Lord as their personal Savior. The worship experience enhances communication with God...Connecting with God's people, hearing God's Word, being empowered by The Word and responding to The Word, and finally departing from worship to serve and proclaim His Word.

**Worship Ministry Members:**

**Present:** Cindy Bagwell, Dave Bagwell, Pam Brant, Jenny Cashion, Dottie Dunham, Tina Fischer, Becky Graham, Rob Klein (2<sup>nd</sup> part of 2018), Helen Mikus, Stephanie Snyder, John Tucker, and Pastor Joan Watson (beginning Nov. 2018).

**Previous 2018 members:** Pastor Kevin Boyd, Andy Garcia, John Merritt

**Supporting members:** There are many others involved in the worship ministry who are essential to its function and are dedicated in their service. These include weekly ushers (head ushers: Marzi Rust and Paul Cashion), all those involved in communion (from preparing to organizing servers to serving), liturgists (scheduling and serving), time with young disciples (scheduling and serving), first service readers (scheduling and serving), and this past year those who helped to provide testimonials of discipleship (a part of stewardship).

And a very dedicated chancel choir and praise team!

**Highlights of 2018 include the following:**

**On-going:**

Invitation to communion servers and preparation of communion elements throughout the year  
Solicitation of scripture readers and liturgists on a weekly basis to assist in worship

Bread Ministry: Provision of weekly communion table bread and offering it as a gift to someone different after worship every week

Time with Young Disciples (TWYD): Organize and schedule members (along with pastor) to offer the TWYD every non-communion Sunday

Continuous work on improvement of flow of services

Rekindle the Passion: New banner created and hung in sanctuary along with testimonials of discipleship all year long to highlight different ministries within the church

**Special Services:**

Lent and Holy Week activities, including Ash Wednesday service, Maundy Thursday Communion service and Good Friday Tenebrae service followed by a prayer vigil on Saturday

Special Easter worship services and flowering of the cross by the children

Special single service 5<sup>th</sup> Sundays:

April—Youth Sunday

September – Focus on Special Needs

July—Adult and Teen Challenge (men)

December -- Blended

Pentecost Sunday service was when the new banner was presented (Rekindle the Passion)  
Sponsorship of a senior seminary student to preach on Theological Sunday in September  
Recognition of breads from other countries on World Communion Sunday in October  
Remembrance of those who have passed away in 2018 during All Saints Day service on  
November 4

Hanging of the Greens: Special service to understand and then decorate the church for Advent/  
Christmas

**Unto Us:** Musical celebration of the Lord's Birth using all aspects of the music ministry within  
the church (chancel choir, praise team, children's choir, hand-bells, congregational singing) on  
December 16 in a single service

Two Christmas Eve services at 5:00 (family/children) and 7:00 (candlelight/communion)

**Other:**

Liturgist training conducted by pastor and Dave Bagwell

Sanctuary cleaning work-day

Pulpit supply: Connected and worked with different pastors during the fall transitional period  
when St. Mark did not have a pastor. Worked closely with Naomi in the church office, John  
Tucker (music), and the visiting pastors to provide meaningful worship services week to week.

Worked with Personnel committee to hire Andy Garcia, the new contemporary worship leader.  
After his departure in fall 2018, recommended John Tucker to become the Director of Music for  
St. Mark (newly created position).

Created spreadsheet for changing chancel paraments and banners according to liturgical  
calendar. Just beginning to work with youth to be responsible for this with Dakota Klein as lead  
person.

Presently rewriting the St. Mark "Witness to the Resurrection" policy.

"Lila Cross Music Building": With session approval, recognized and dedicated the choir  
rehearsal room in honor of Lila Cross, previous choir director (and much other service to St.  
Mark) for at least 25 years. Plaques made to hang at each of the doors.

## **YOUTH AND CHILDREN'S CHRISTIAN EDUCATION**

### **Elder Mary Jane Ely**

The primary goal and mission of this ministry at St. Mark Presbyterian Church is to  
provide nurture, study and growth in the faith walk of all children. Specifically, this includes  
children from Kindergarten to High School, infants cared for in the Nursery, all children  
attending the Early Learning Center and any children from the community who participate in  
the many activities offered.

Director of Christian Education, Angela Grover, is responsible for the development,  
planning and execution of the numerous individual programs for this all-encompassing ministry.  
Angela Grover's annual report contained in this document itemizes the highlights of 2018. Not  
only are numerous classes and activities listed but her commitment to self-improvement and  
the greater church are itemized. St. Mark is blessed to have the gifts, devotion and deep faith of  
our Director who tirelessly serves this church and its people and our God.

The DCE coordinates with Marilyn Bonaguro, part time staff person regarding staffing and nursery needs throughout the year. The DCE also works with Kristine Luisi, Director of the Early Learning Center, as needed. There is no doubt that working together as the staff does is foundational to achieving the goal of leading children to know God's love.

It is the responsibility of the Session Elder to support all aspects of this ministry. This includes bringing to session meetings information and requests regarding all activities and needs of the Youth and CCE activities, the Nursery and the Early Learning Center. And in the big picture, the Session Elder volunteers in many of the activities throughout the year and supports Angela Grover in her work.

Moving into 2019, this ministry looks forward to the continuation of the loving care offered to all children of the church family and those of the community. This will be a year of a reduced budget which will be a challenge. The leaders and members of the congregation serving in this ministry are a gift from God. May this report encourage members of the congregation to participate in this mission of our church. We lift prayers of thanks for those who serve God's children and their families.

## **DEACON REPORT TO THE CONGREGATION**

### **Christine Snyder, Moderator**

**Mission Statement:** To serve God following the example of Jesus Christ by serving others, both within and beyond this community of faith, through ministries that provide support, care, love, compassion and prayer.

**Secretary/ Asst. Moderator:** Sandra Brogan

**Elder Liaison:** Larry Warren

**Classes:** 2019: Sandra Brogan, Christine Snyder, Adam Cashion, Bob Tucker

2020: Delanie Cravey

2021: Lynn Bellow, Curtis Friedel, Cathy Merritt, Cathy Cockrell Newton

The Diaconate includes 10 Deacons (9 positions currently filled) involved in the following ministries:

**Members/Visitors Coordinator** - Christine Snyder, Bob Tucker, Curtis Friedel

**Purpose:** To determine members and visitors status and needs through visits and phone calls, then coordinate with other Deacons, Pastor and other ministries to meet identified needs. This includes, but not limited to meals, prayer requests, communion to shut-ins, visitations, and transportation.

Calls have been made to members on a regular basis to provide support and identify needs, and also to convey information to those who cannot receive The Happenings or Newsletter through e-mail.

**Memorials/Baptisms/Receptions** - Delanie Cravey

**Purpose:** To prepare or facilitate memorial, baptism and other receptions as requested by members of the congregation, Session, Pastor or other ministries.

There were no baptism receptions needed this year, but the Deacons provided farewell and welcome receptions, and eight memorial/funeral receptions.

**Meals Coordinator** - Delanie Cravey

**Purpose:** To coordinate with the Members/Visitors Coordinators and other ministries to identify and provide meals for members' families in time of need and distress who otherwise would likely not have adequate food.

Meals have been offered to several families, but only two needed assistance for a brief time.

**Driving Assistance Coordinator** - Cathy Cockrell Newton, Cathy Merritt

**Purpose:** To maintain a list of volunteer drivers and coordinate driving services as needed for congregational members who require assistance with transportation for appointments, attending church services, or other identified needs.

Driving assistance has been offered several times, but no one has accepted thus far.

**Card Ministry** - Cathy Merritt, Adam Cashion

**Purpose:** To express care and concern for church members through the sending of cards for occasions such as birthdays, anniversaries, and loss of loved ones.

Birthday cards have been sent to each member throughout the year, as well as sympathy, get well, and concern, for some members. Many were handmade by Adam.

**Deacon of the Month – Moderator (Christine Snyder)**

**Purpose:** To ensure that the Sanctuary flowers are delivered to the appropriate individuals after services each Sunday. The Moderator maintains a schedule to include all Deacons which rotates on a monthly basis.

**Prayer Chain Coordinator – Lynn Bellow**

**Purpose:** To coordinate a group of volunteers and communicate requests for prayers to the group. All members of St. Mark are encouraged to join this prayer chain.

There are currently over a hundred Prayer Warriors participating.

**Hospital/Nursing Home Visitation Team – Christine Snyder, Bob Tucker**

**Purpose:** To visit members of the church who are confined to a hospital, rehabilitation facility or nursing home to offer prayers, nurturing and support. The team members also visit home shut-ins to provide prayer, support and assess for needs. The team coordinates with Duane Manning (Older Adult Ministry), as well, to identify church members in need. Duane also administers Sunday Church services provided through St. Mark for Morningside Ministries at Menger Springs.

Multiple visits were made to members in hospital, nursing home and home settings.

**Summary and plans for the future:**

Though there currently is a Deacon position vacancy, the group has stepped up efforts to try to meet the needs of our church members. We have participated in the calling of members, identified meal and visitation needs, and provided receptions for funerals, farewells and welcoming. Our coordination and communication with the Church Office, the Session and other ministries within the church has become more efficient and effective. Though we currently provide a Bunco playing group at Riverview Nursing Home, and assist with Sunday church services at Morningside, our hope is to extend these services to other facilities in the future. We also hope to fill all 10 Deacon positions to strengthen and extend our efforts.

**ST. MARK PRESBYTERIAN CHURCH  
A TEXAS NON-PROFIT CORPORATION**

**BOARD OF TRUSTEES ANNUAL REPORT TO THE MEMBERS, 2018  
Marilyn Bonaguro, Chair**

Under our corporate by-laws your Board of Trustees has responsibility in three major areas: protection of the church's real and personal property interests, ensuring the books and records are properly maintained and ensuring that the financial health of the church is sound. Trustees also have the exclusive authority to bind the corporation (the church) to contracts, open and close bank and investment accounts, and execute deeds and mortgage instruments whenever called upon to do so by the Session, which remains the exclusive policy-making body. These responsibilities also translate to an "oversight" function that spans much of the church's operational life, as many of those activities reflect upon and influence the assigned areas of responsibility.

In addition to the above-listed responsibilities, the by-laws also provide that the Trustees shall report periodically, no less than quarterly to the Session of St. Mark Presbyterian Church and no less than annually to the members of the corporation, regarding the condition of the corporation and the state of its property, real and personal, and the financial activities of the corporation. These reports summarize our areas of activities, observations, recommendations and commentary concerning its areas of responsibility. The Session and the congregation where necessary act upon the Board's input, as they believe appropriate.

Since the current Board re-assumed its responsibility in 2014 it has considered the areas of responsibility and has centered its efforts in four major areas:

1. Property issues, including risk assessment and insurance, building security and tangible property inventory.
2. Document and records management.
3. Close monitoring of the financial condition of the church.
4. Review of both corporate and church by-laws.

**PROPERTY ISSUES**

**Insurance, liability and property casualty:**

1. Review of our insurance coverage was completed and the decision was made to continue with the same company with some minor changes resulting in cost reduction.
2. Trustees again encouraged the rekeying of all the church locks and adding security cameras.
3. Photo-documented inventory has continued with the new van.
4. We have signed insurance policies, updated service with GVTC and Retreat contract. After meeting with SWBC changes were made regarding salary and contract employees and have resulted in lower costs for 2019 and that contract was renewed.

**DOCUMENTS AND RECORDS RETENTION**

This continues to be a work in progress with new elders and new administrative assistant.

### FINANCIAL CONDITION OF THE CHURCH

The trustees attended session meetings regularly and reviewed the monthly financial statements. We continue to monitor the actions and make recommendations if needed.

The 2017 Full Financial Review was done on March 15, 2018. The review committee included Trustees Marilyn Bonaguro, Nancy James, Ada Muller and Ruben Trono with Finance Committee representative, Doug Mikus and Church Financial Secretary, Sarah Hinman also present. The committee found the books and reports of financial results to be complete and in good order.

The Church Corporate By Laws as updated were presented and approved at the 2018 Annual Corporate meeting.

### GOALS FOR 2019

With the New Year and new beginnings for our church, the Trustees are committed to their responsibilities in monitoring property, finances and document retention policies.