

Annual Report

Rector's Message

The usual task of the Rector's Message is to recount the accomplishments of the year now past and to offer some encouragement for the future. Given the rather comprehensive nature of the reports contained herein, a retelling of deeds well done would be repetitive. Instead, I would like to talk mostly about our future.

It has become very clear to me, that the future of St. Mark's lies in its capacity to return to its roots: to get down to the most basic business of the Gospel – *evangelization*. In its broadest sense, *evangelization* means spreading the Good News of Jesus Christ. In its narrowest sense, it means presenting the Gospel in a manner so that those who hear it are led to respond in an “aha” or “now I get it” moment. In between these senses lie faith formation, liturgical celebration and theology – all things we know how to do.

“But we are too small,” some say, “We don't have enough resources.” I cannot accept this. Experience proves that it is not the size of a parish that determines its spirit, its outreach, or its power to evangelize. Every community of faith has the potential. Every “mega-church” began with a small band of committed believers. The deciding factor appears to be whether the congregation *truly believes* that it is called to proclaim good news.

On the practical level, our parish must simultaneously *be evangelized* and *be evangelizing*. What steps do we need to must take to make this happen? I believe we have three basic goals in this regard:

1. To encourage parishioners to get excited about living their faith and sharing it with others.
2. To invite our fellow citizens to listen to the Gospel and to become members of the Church.
3. To promote Gospel values in our society so that the power of Christ may transform the wider community in which we live.

Among the things that help us achieve these goals are programs for renewal, Spirit-filled celebrations of the liturgy, solid faith formation materials, the organization of an evangelization team, review of our hospitality, ecumenical outreach and education programs geared toward a richer understanding social justice. By this list alone, we can conclude that we are already “on the right road.”

A fundamental value of our tradition is *inclusivity*. We must be willing to *welcome* people from viewpoints and cultures that are different from standard, middle-class American culture most of us have adopted as our own. We have to make sure that our Church is a home for all whom God calls. We cannot at any time think in terms of “they” and “we.” Within our own community of faith, this means that parishioners must feel connected to the parish as a whole rather than merely having a close friendship with a few people. The starting point for forming a proper attitude is simple: “It is not about *me*. It's about *us* and *Jesus*.”

There is no doubt in my mind that stewardship goes hand in hand with hospitality and this overall sense of belonging, since parishioners willingly give of themselves when they are within a genuinely nurturing environment. Once stewardship and hospitality have been fully embraced, the overall opportunities for faith development increase dramatically, since parishioners are connected with each other and growing in faith together, not only at events targeted for faith development but also within the ministries in which they participate.

The days of “cookie-cutter” solutions are over. There is no template in becoming a truly evangelical parish. Every community is a unique faith family. The demographics, the style of leadership, the cultural and ethnic character of the members—all this and much more determine the means through which a faith community will invite and sustain *evangelization* for its membership. While our traditions remain steadfast, the manner in which our parish *evangelizes* is developed through a vision that is uniquely our own.

I truly believe that the unique energy to make our parish a vital, living community of faith is available to us for the asking.

The task set before us is essentially the same daunting mission given by Jesus himself: “Go, therefore, and make disciples of all nations; baptizing them...and teaching them to observe all that I have commanded” (Matthew 28:19-20). Translating that responsibility into strategies, tactics and actions is the crucial task that lies before us.

Seeking the will of God in all things, I remain

Yours in the heart of Christ Jesus,

David+

The Rev'd Dr. David A. Zwifka
Rector

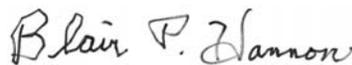
From the Senior Warden

This past year certainly has been both exciting and a challenge for us at St. Mark's. It has been a busy time for us all to say the least.

There are so many things we accomplished. To name a few we had the church sanctuary completely repainted. Our Presiding Bishop helped us open up a new era in our Jubilee Ministries. We hired Fr. David as our full time rector. Our Church school program for both youth and adults is the best it has been in several years. The choir has started Wednesday practices, first in many years. Home visitations to our shut ins, led by our Deacon Loretta is a great and ongoing ministry. And let's not forget the new sound system in the church and the online streaming of our Easter and Christmas services.

Only one word, WOW, describes our outreach committees. From Mother Hubbard's Cupboard, Folks of a Seasoned Age, Parishioners' Outreach, Break Bread Together meals, to Environmental Stewardship with our recycling and earth day celebration at Kish Park in August, all our committees have accomplished a lot. With the hard work and dedication of all those involved, we sure have something to be proud of as we do the work of our Lord in the community.

We have accomplished a lot in the past year but we have a lot to do in our ministry in the year ahead. We are currently looking at having the parish hall painted. We are looking at removing the mercury vapor lights in the parish hall and replace them with ceiling fans. The committees are planning to continue and improve their ministries. This work takes a lot of people and we always need new people to be involved. We can always use more acolytes, lay Eucharistic visitors, ushers, readers and people to serve on the altar guild. I ask you to prayerfully consider the talents and ideas you have and join us in bringing the word and ministry of our Lord Jesus Christ to ourselves and our community.



Blair P. Hannon,
Senior Warden
St. Marks Episcopal Church, Lewistown

From the Junior Warden/Property Report

In addition to regular maintenance, several important projects took shape:

- Walls in the Church building proper were repaired and repainted.
- New sound system purchased and installed.
- Hard wiring for live broadcast over internet installed.
- The shed at the rear of the church property was repainted.
- The area for trash/garbage containers was enclosed.
- Chimneys and fireplaces were inspected and cleaned.
- Trim on the south elevation of the rectory (including garage) was repaired and painted.
- Gate to the parish close was repaired and remounted.
- Organ: minor repairs and seasonal tuning.

Estimates were secured for the repair and repainting of the parish hall. As part of this project, the mercury vapor lights (unused) will be removed and replaced by reversible and variable speed ceiling fans to facilitate ventilation and heat efficiency. Plans are being explored for remodeling and upgrading the parish kitchen to make it safer and more efficient and bring it into closer compliance with state health code requirements. This is a major capital project and will depend on the parish's ability to secure the appropriate funding. During 2013, there was little movement on the restoration of our stained glass windows. Toward the end of 2013, however, we were able to secure a pledge to repair and restore one window on the north elevation of the church.

The Vestry has approved preliminary work necessary to construct a columbarium in the St. Francis Memorial Garden at the corner of Main and Water Streets. A committee has been formed and will work with a company that specializes in the construction and maintenance of niche complexes.

The parish continues to make a concerted effort to provide adequate maintenance for St. Mark's Community Cemetery. We hope that in 2014, we will be able to integrate all cemetery records into a central database program purchased by the parish for the purposes of cemetery management.

Respectfully submitted,



Fred B. McKinley
Junior Warden

Jubilee Ministry Center

What a year it has been for the Jubilee Ministry Center at St. Mark's. The work begun in 2012 to reinvigorate this important ministry in our parish was recognized by the Presiding Bishop of the Episcopal Church in September when The Most Reverend Katharine Jefferts Schori came to St. Mark's to observe not only our 30th anniversary as the first Jubilee Center in the Episcopal Church but to highlight Jubilee Ministry throughout the diocese and the Church itself. Bishop Katharine's presence highlighted the importance of the work being done by our many volunteers, not only from St. Mark's but also from among our many ecumenical and community partners in Lewistown.



While Bishop Katharine's visit was highlight of the year, the work of the Jubilee Center continues unabated. Concerted efforts to bring deeper awareness to our community have been very successful in gathering much needed resources, involving an increasing number of community organizations and churches and making others more acutely aware of the needs of so many in our community that are at the margins.

Mother Hubbard's Cupboard

Mother Hubbard's Cupboard's goal is to provide food items for the residents of Mifflin County who do not or cannot qualify for assistance in a timely manner. The food bank has always operated by accepting donations (monetary or in-kind) from local employers, businesses, schools, community organizations, and agencies, churches, and individuals. Mother Hubbard's Cupboard does not receive or benefit from any federal, state or local municipal funding.

Please know that because of your compassion, many folks who are under financial stress during these difficult economic times receive help with food and personal care products. Your generosity makes life a bit more manageable for them. We are extremely grateful for your generous support. In 2013, we were able to assist 3321 people and 1171 families of which 152 families were first time clients!

Beginning Balance	\$	18,862.36
Total Income	\$	46,533.79
Total Expenses	\$	25,529.08
Ending Balance	\$	39,866.98

-- Submitted by Elta Lauver, Coordinator

Breaking Bread Together

Breaking Bread Together (BBT) represents the parish's efforts at "intentional hospitality." In addition to the coordination and execution of ten monthly Break Bread Together Community Meals that served between 80 and 120 people each, BBT also coordinated meals for the following events held at St. Mark's Church:

- St. Mark's Day Pot-Luck Brunch
- Mother's Day Cake and Coffee along with gift geraniums for the women of the parish
- A special picnic hosting the Presiding Bishop as part of our Jubilee Ministry Celebration.
- Church-in-the-Park that included worship and special games for youth and others "young in heart!"
- Annual Pledge Drive In-Gathering Pot Luck Brunch

The Committee is extremely grateful for all who helped in any way to make these events a success.

This year BBT again took a break during July and August, the hottest months. This short hiatus provided a much needed break to recoup and recapture their energy for this important ministry.

Parishioners' Outreach

Hunger is not the only need. Frequently, people who need assistance with basic necessities like heat, water, and electricity approach St. Mark's. Additionally, St. Mark's Parishioners' Outreach assisted individuals with costs associated with physician's visits, medications, eyeglasses, school lunches, appliances, housing, and gasoline for transportation. In 2013, we were able to help with 65 grants of aid:

Fuel	17 families
Gasoline	4 families
Electricity	14 families
Water/Sewer	4 families
Medicines, car repairs, telephone, diapers and other needs.	7 families
Backpack/School Supplies	19 families

1/1/2013	Beginning Balance	\$ 2394.67
	Income	\$ 4558.36
	Expenses	\$ 2236.11
12/31/2013	Ending Balance	\$ 4717.01

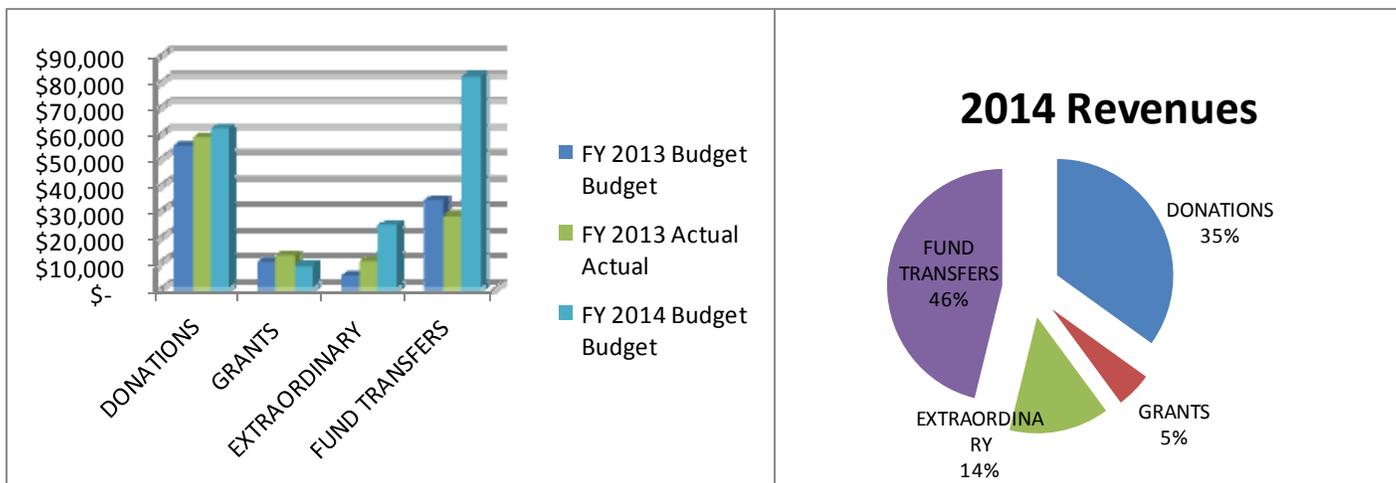
Parishioners' Outreach is funded by donations and by the net proceeds of the annual Pork & Sauerkraut Dinner held each November (\$1515). Additionally, Parishioners' Outreach received a grant from the diocesan Operation

(Continued on page 12)

Stewardship & Parish Finance

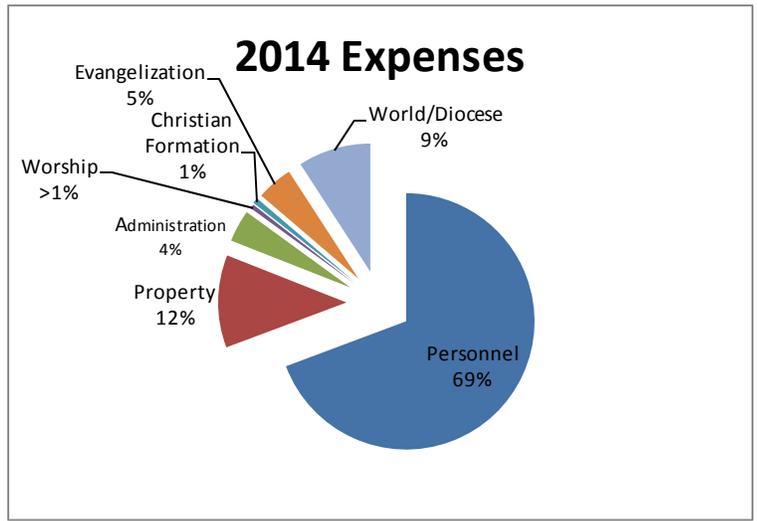
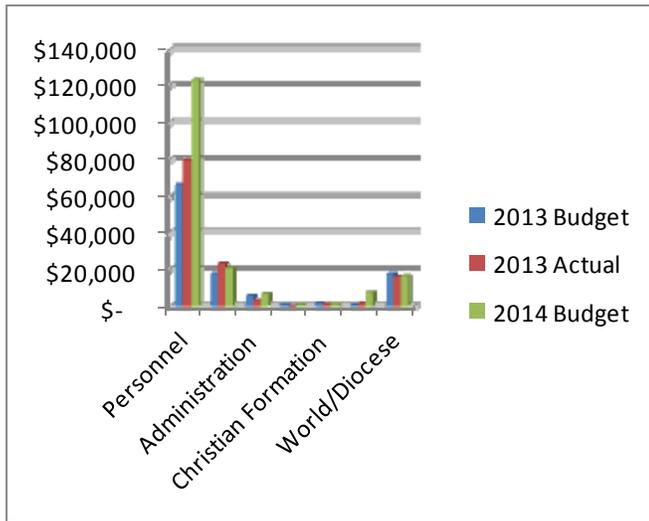
The Numbers — FY 2014 Proposed Parish Budget

A Budget Snapshot



Fiscal Year 2014 PROPOSED Budget	FY 2013 Budget	FY 2013 Actual	FY 2014 Budget
Operating Budget			
REVENUES			
Donations			
Pledge Income	\$ 49,600	\$ 53,915	\$ 54,500
Plate/Loose Offerings	\$ 2,500	\$ 1,825	\$ 2,000
Extraordinary Donations	\$ 3,000	\$ 2,651	\$ 5,500
TOTAL DONATIONS	\$ 55,100	\$ 58,391	\$ 62,000
Grants			
Diocesan Operating Grant	\$ 10,000	\$ 10,000	\$ 7,360
Other Grants for Operations		\$ 2,500	\$ 1,500
TOTAL GRANTS	\$ 10,000	\$ 12,500	\$ 8,860
Extraordinary Revenue			
Fundraising			\$ 8,500
Legacy/Bequest (Non-restricted)			\$ 5,000
Investment Income (Non-restricted)	\$ 5,000	\$ 10,051	\$ 11,000
Building Use	\$ 250	\$ 50	\$ 250
TOTAL EXTRAORDINARY	\$ 5,250	\$ 10,101	\$ 24,750
Transfers			
From General Asset Funds	\$ 1,000		\$ 2,000
From Investments*	\$ 28,000	\$ 28,058	\$ 75,000
From Maude Walker Fund	\$ 5,000		\$ 5,000
TOTAL FUND TRANSFERS	\$ 34,000	\$ 28,058	\$ 82,000
TOTAL OPERATING REVENUE	\$ 104,350	\$ 109,050	\$ 177,610

*represents an estimated take down of 7.5%



Fiscal Year 2014 Budget	FY 2013 Budget	FY 2013 Actual	FY 2014 Budget
Operating Budget			
EXPENSES			
Personnel			
Rector			
Salary	\$ 12,879	\$ 18,587	\$ 38,922
Housing	\$ 18,000	\$ 25,236	\$ 30,000
Soc Sec Offset	\$ 2,558	\$ 3,516	\$ 5,709
Professional Expenses	\$ 2,500	\$ 792	\$ 5,000
Continuing Education	\$ 375	\$ 500	\$ 750
Health Care			\$ 2,000
Pension	\$ 6,019	\$ 5,983	\$ 13,434
TOTAL RECTOR	\$ 42,331	\$54,614	\$ 95,815
Deacon			
Professional Expenses	\$ 500	\$ 3,158	\$ 3,200
Continuing Education	\$ 500	\$ -	\$ 500
TOTAL DEACON	\$ 1,000	\$ 3,158	\$ 3,700
Sexton			
Wages	\$ 9,153	\$ 9,521	\$ 9,290
TOTAL SEXTON	\$ 9,153	\$ 9,521	\$ 9,290
Housekeeping			
Wages	\$ 6,041	\$ 5,009	\$ 6,132
TOTAL HOUSEKEEPING	\$ 6,041	\$ 5,009	\$ 6,132
Music Director			
Salary	\$ 5,600	\$ 5,800	\$ 6,440
TOTAL MUSIC DIRECTOR	\$ 5,600	\$ 5,800	\$ 6,440
Taxes/Benefits			
Taxes - Employer Share	\$ 1,700	\$ 1,611	\$ 1,700
TOTAL TAXES/BENEFITS	\$ 1,700	\$ 1,611	\$ 1,700
TOTAL PERSONNEL	\$ 65,825	\$79,713	\$ 123,077

Stewardship & Parish Finance

The Numbers — FY 2014 Proposed Parish Budget *(continued)*

Fiscal Year 2014 Budget	FY 2013	FY 2013	FY 2014
Operating Budget	Budget	Actual	Budget
Buildings & Properties			
Insurance			
Property & Casualty	\$ 7,620	\$ 7,040	\$ 7,650
	TOTAL INSURANCE	\$ 7,040	\$ 7,650
Maintenance			
Service Contracts	\$ 892	\$ 752	\$ 750
Cleaning Supplies	\$ 360	\$ 279	\$ 350
General Supplies			
Other	\$ -		
	TOTAL MAINTENANCE	\$ 1,031	\$ 1,100
Utilities			
Electricity - Church	\$ 1,316	\$ 1,570	\$ 1,500
Electricity - Rectory	\$ 100	\$ 232	\$ 150
Gas	\$ 4,316	\$ 4,564	\$ 4,500
Refuse	\$ 328	\$ 264	\$ 275
Sewer	\$ 156	\$ 318	\$ 325
Water	\$ 221	\$ 243	\$ 250
	TOTAL UTILITIES	\$ 7,191	\$ 7,000
Repairs & Supplies			
Repairs & Supplies	\$ 2,070	\$ 315	\$ 500
Capital Expense		\$ 7,900	\$ 4,500
	TOTAL REPAIRS & SUPPLIES	\$ 8,215	\$ 5,000
	TOTAL BUILDINGS & PROPERTIES	\$ 23,477	\$ 20,750
Office & Administration			
Telecommunications			
Cable/Internet/Voice	\$ 1,589	\$ 1,611	\$ 1,625
Website	\$ 50	\$ -	\$ 50
	TOTAL TELECOMMUNICATIONS	\$ 1,611	\$ 1,675
Postage			
Newsletter	\$ 175		\$ 345
Pastoral Letters	\$ 100		\$ 225
General Mailings	\$ 100		\$ 100
General Office	\$ 85		\$ 90
	TOTAL POSTAGE	\$ 460	\$ 760
Service Contracts			
Copier/Printer	\$ 150	\$ 543	\$ 646
Bookkeeping	\$ 2,750	\$ 1,320	\$ 2,500
	TOTAL SERVICE CONTRACTS	\$ 1,863	\$ 3,146
Supplies			
General Office Supplies	\$ 600		\$ 1,000
Computer	\$ 150		\$ 150
Printer	\$ 300		\$ 300
Special (Calendar/Registers/etc)	\$ 150		\$ 150
	TOTAL SUPPLIES	\$ 1,200	\$ 1,600
	TOTAL OFFICE & ADMINISTRATION	\$ 3,474	\$ 7,181

Fiscal Year 2014 Budget	FY 2013	FY 2013	FY 2014
Operating Budget	Budget	Actual	Budget
EXPENSES			
Mission & Ministry Program			
Worship			
Lay Minister Training	\$ 200		\$ 200
Subscriptions/Licenses	\$ 175		\$ 175
Music	\$ 75		\$ 75
Sacristy	\$ 500		\$ 500
TOTAL WORSHIP	\$ 950		\$ 950
Christian Formation			
Curriculum	\$ 1,000	\$ 1,454	\$ 600
Children	\$ 100		\$ 100
Youth	\$ 500		\$ 250
Adult	\$ 250		\$ 200
New members	\$ 120		\$ 100
TOTAL CHRISTIAN FORMATION	\$ 1,970	\$ 1,454	\$ 1,250
Evangelization			
Advertising	\$ 300	\$ 1,298	\$ 750
Publications (Printing/Brochures/etc)*	\$ 150		\$ 1,200
Direct Mail Postage*			\$ 3,300
Website Enhancement*			\$ 2,000
Community Organizations*			\$ 425
Social Hospitality	\$ 300	\$ 429	\$ 300
Resource Development	\$ 150		\$ 150
Outreach Expenses	\$ -		\$ -
TOTAL EVANGELIZATION	\$ 900	\$ 1,727	\$ 8,125
*indicates grant funded expenses			
World & Diocese			
Diocesan FairShare	\$ 17,275	\$ 15,789	\$ 15,977
Diocesan Convention	\$ 200	\$ 150	\$ 300
TOTAL WORLD & DIOCESE	\$ 17,475	\$ 15,939	\$ 16,277
TOTAL MINISTRY PROGRAM	\$ 21,295	\$ 19,120	\$ 26,602
TOTAL OPERATING EXPENSES	\$ 104,499	\$122,310	\$ 177,610
TOTAL OPERATING REVENUES	\$ 104,350	\$109,050	\$ 177,610
NET OPERATING INCOME	\$ (149)	\$ (13,260)	\$ -

Stewardship & Parish Finance *(continued)*

In October 2013, the parish conducted its annual giving campaign by requesting all members to pledge toward the mission and ministry of St. Mark's Church. This year's theme is "Share the Vision." In his letter to the parish, Father Zwifka quoted from Father Henri Nouwen's *A Spirituality of Fundraising*, "Fundraising, if you think about it from the perspective of the Gospel, is *not* a response to a crisis. Rather, fundraising is first of all, a form of ministry. It is a way of announcing your vision, and inviting other people to participate in your vision with the resources that are available to them." In other words, fundraising is not so much a request to support the mission and ministry of the parish but a means by which individuals *participate* in that mission and ministry. Our pledges are a way to *Share the Vision* with one another and with others who will be touched by St. Mark's in the coming year.

The pledge drive was able to accumulate \$54,500 in pledges (up from \$49,600 for 2013). The campaign saw a slight increase in the number of pledging members. A sign



of increasing dedication and participation by members of the parish community.

Even with this good news, we need to acknowledge that the parish gladly took on increased obligations by asking Father Zwifka to increase his position to full-time after he left his responsibilities at the diocesan offices. This move greatly increased the personnel portion of the budget. The Vestry decided that the resulting shortfall for FY 2013 would be made up by transfers from unrestricted portions of our investment and savings accounts. As the proposed budget for FY 2014 shows, this is how we proposed to fulfill this obligation at least for the next fiscal year. The Vestry expressed its confidence, that this decision represents an investment in our future and has asked Father Zwifka to do everything he can to help us set down a firm foundation for the future. All parties understand that this is not a sustainable arrangement in the long-term term but until at least the end of 2014, the Vestry feels these resources are being well utilized.

Meanwhile, we continue to pursue all opportunities for extraordinary funding. For example, the budget shows a \$7,360 grant from the Diocesan Congregational Development Commission for purposes of "establishing effective evangelization opportunities" (E³O) over the coming year.

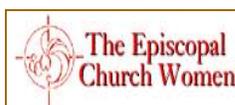
The budget challenges us to meet increasing expectations in an area still not fully developed—outside fundraising. Small beginnings have been made in this area with participation in GIANT Foodstore CASH for CAUSES cash card program and in the Amazon Associates program that were outlined in the January issue of *The Messenger*. Effective development of opportunities like these will help in growing our revenues and improving our cash flow for the future.

All our efforts are focused on our efforts to "Share the Vision" in our community. Our future depends upon the resourceful creativity of our members. If you have any ideas on how to generate the kind of funding we need to be effective in sharing our vision, please contact the Rector, Senior Warden, or any member of the Vestry!

ECW Financial Report—FY 2013

INCOME

Salad Bars	\$1,535.00
Soup Sales	\$1,257.30
Auction	\$66.00
Penny Jar	\$2.56
UTO	\$358.00
TOTAL INCOME	\$3,218.86



- Donated \$315 for "9 gallons of paint" for Church painting project.
- Donated \$750 to the Church from Fall Salad Bar.
- Donated \$300 toward new acolyte vestments.
- Donated \$59.50 toward new purificators.
- Donated to Father Lynch funeral.

EXPENSES

Diocesan Assessment	\$125.00
UTO	\$358.00
Church Account	\$500.00
Ads & Printing	\$90.51
Stamps & Mailings	\$175.49
Paper Goods	\$99.51
St. Barnabas	\$40.00
Summer Youth Ministries	\$40.00
Operation Understanding	\$40.00
Appalachian organization	\$40.00
ECW/UTO Scholarship	\$135.00
Mothers' Day Dinner	\$119.70
Retreat Scholarship	\$50.00
St. Nicholas Day Dinner	\$63.42
ECW Discretionary	\$260.00
TOTAL EXPENSES	2,136.63

Submitted by Cynthia McKinley

Deacon's Report

2013 has primarily been a year of maintaining and developing existing ministries and missions.

- 1) Attend Breaking Bread Together meals, assist with serving as needed and visit with guests
- 2) Maintain updated list of homebound parishioners
- 3) Support Lay Eucharistic Visitors with visitations and take communion to homebound and hospitalized parishioners
- 4) Provide support as necessary to parishioner's ministry of sending cards and notes to homebound parishioners
- 5) Provide crisis counseling with a few parishioners
- 6) Monitor collection of Labels and Box Tops for Education and revise distribution plan to include more schools
- 7) Support activities of the Environmental Stewardship Committee (ESC):
 - a. Pill bottle collection
 - b. Recycling for the church
 - c. Herb cooking classes
 - d. Continue to support fair trade practices by selling Equal Exchange products in parish
 - e. ESC is exploring another Fair Trade Festival with Ten Thousand Villages gifts and Equal Exchange coffee and chocolate, possibly at the same time as Lewistown's Art Festival in the spring of 2014
- 8) Perform liturgical duties of deacon in Sunday worship
- 9) Preach approximately once per month in Sunday worship

An important initiative for 2013 was planning and co presenting workshops on Safeguarding God's Children and Safeguarding God's People. Vestry members, custodial staff and other interested parishioners attended.

An initiative which is in the planning stages is Crockpot Cooking Classes for guests of Mother Hubbard's Cupboard (MHC). We will be providing classes in February, 2014 to teach introductory cooking skills and ways to create tasty dishes from items received from the food bank. This initiative is supported by a grant from Highmark.

Respectfully submitted,

Loretta L. Collins

Deacon

Christian Formation Report

Beginning on the First Sunday of Lent (February 24th), St. Mark's embarked on an exciting new endeavor in the area of Christian formation and education: a whole parish Church School. Most people are acquainted with a traditional "Sunday School." This effort has some of the same characteristics (like meeting on Sunday morning) but that is about where the similarity ends. St. Mark's Church School began to employ a deep and meaningful curriculum, *Feasting on the Word*, which attempts to guide the entire parish, young and old, into a deeper understanding of the Sunday readings about to be proclaimed in our liturgy. The curriculum seeks to bring the Sunday readings in deep relief with our everyday life. Every level is engaged in some form of age appropriate reflection on the Word of God as it is proclaimed in the liturgy to follow. Attendance in the adult section has



ranged from 8 to 19 and the grade school division from 2-6. Father Zwifka leads the study for the adults in the parish hall, while Mrs. Deb Vaughn and Deacon Loretta Collins guide the younger crowd. We are happy to announce that beginning in February and "Tweens" group will begin to meet regularly with Deacon Loretta. We are looking for youngsters to join our own children in discovering the meaning of the Word for themselves. *Be sure to invite families with children that you know to join us to experience this new approach.*

For a second year, Deacon Loretta led a Lenten soup and discussion series that sought to create spiritual solidarity among the women of our parish.

During the Advent season (December 2013), Father Zwifka presented a "brown bag bible study" at the Thursday noon hour that focused on *The Infancy Narratives*, those portions of the gospels of Matthew and Luke that are the basis of our Advent, Christmas, and Epiphany seasons.

As part of our responsibility to create a *Safe Church* environment, St. Mark's offered training in *Safeguarding God's Children*

and *Safeguarding God's People*—the diocesan programs designed to train clergy and lay volunteers in matters of proper relationships among the leaders, ministers, and parishioners. Elements of these programs are required for *all* regular volunteers at St. Mark's, especially those who have access to Church property and buildings.



Just before Christmas, Zanaica Kaler was admitted to Holy Communion for the first time having completed a catechetical program with Deacon Loretta on the nature and importance of the Eucharist.

Special training was offered for acolytes of all ages and lectors are regularly provided with background material on the readings assigned to them all to enhance and deepen our worship experience.

As all of us are called to "know, to show, to grow in Christ, please take advantage of the increasing number of opportunities to participate in our formation programs at St. Mark's.

Submitted by Father Zwifka

Annual Meeting Agenda



The AGENDA for the ANNUAL MEETING
ST. MARK'S EPISCOPAL CHURCH
Sunday, January 26, 2014, 10:45 AM
St. Mark's Parish Hall
21 South Main Street
Lewistown, PA

- Opening Prayer
- Remembrance of the Departed

Since the last Annual Meeting, the following faithful servants were laid to rest

+ Sandy Briar	February 18, 2013
+ The Reverend Ronald Lynch	June 21, 2013
+ Dr. Robert Banks	June 27, 2013
+ William Goss, Jr.	August 11, 2013
+ Donna Harden	August 19, 2013
+ Lois Flood	October 6, 2013

- Approval of Minutes of Annual Meeting 2012 (*see page opposite*)
- Reception of Written Reports by title
- Comments on Reports
- Follow-up on Appreciative Inquiry at 2012 Annual Meeting: Adoption of vision statement (*see page opposite*)
- Presentation and Discussion of the Budget for Fiscal Year 2014
 - Submission of Budget for Vestry Final Approval
- Proposed changes to by-laws
 - MOTION: BE IT RESOLVED that Section 2.1 of the 1989 by-laws be amended as follows:
“Membership of the corporation shall consist of those persons who are confirmed . . .” **be changed to**
“Membership of the corporation shall consist of those persons named as baptized members and are beyond their 16th birthday . . .”
BE IT FURTHER RESOLVED that all references to “confirmed members” in the 1989 by-laws reflect this change.
 - MOTION: BE IT RESOLVED that Section 3.3 of the 1989 by-laws be amended as follows:
“The Vestry shall consist of twelve (12) members of adult age; four (4) such vestrypersons shall be elected each year so that no more than one-third of the vestrypersons terms shall expire . . . In any one year . . .” **be changed to** “The Vestry shall consist of seven (7) persons of adult age, one of which may be no younger than 16 years of age; vestrypersons shall be elected in cycle where 2 persons shall be elected for each of two years, followed by one year when 3 persons are elected in such manner as no more than three (3) vestrypersons’ terms expire in any one year. *Beginning in the year in which this amendment is approved. . .*”
 - MOTION: BE IT RESOLVED that Section 4.1 of the 1989 by-laws be amended as follows:
“Five (5) or more members of the Vestry shall constitute a quorum.” **be changed to** “Four (4) or more members of Vestry shall constitute a quorum.”
- Elections for Vestry
- Elections for Delegates to Diocesan Convention
- Acknowledgements
- Doxology and Benediction
- Adjournment

Minutes of the 2012 Annual Meeting of St. Mark's Episcopal Church

St. Mark's Episcopal Church of Lewistown, PA held their Annual Meeting with 32 people attending. Fr. David Zwifka called the meeting to order at 10:45 a.m. and offered an opening prayer.

- ◆ A moment of silence and a short prayer were offered as part of the Remembrance of the Departed. The following persons were remembered: Barbara Bitner, Blanche Stoichovy and Doris E. Teenie.
- ◆ Tony Hatfield-Nicholson made a motion to approve the minutes of the 2012 Annual Meeting as submitted by the Clerk of Vestry. Jane Smith seconded the motion. Motion carried.
- ◆ The written reports included in Annual Report were then reviewed. Upon a motion made by Jeff Wilson and seconded by Fred McKinley all reports were accepted as printed in the Annual Report. Motion carried.
- ◆ Fr. David then summarized the condition of the Church building. The following items were included in this summary:
 - The basement is now being used by Nazario's Martial Arts
 - The windows in altar area have now been repaired, refurbished and reinstalled by Epiphany Studios
- ◆ Senior Warden, Blair Hannon, then extended his appreciation to all who work at St. Mark's to keep it a viable asset to our Church Family and Community.
- ◆ The Budget for 2013 was then presented to the parishioners. It was noted that the pledges for 2013 are down a bit from previous years due to deaths of a few pledging members and also the fact that a few families have relocated. Grants from the Diocese have assisted us in keeping afloat as well as using part of our Investment Income. There is a unique formula used to dictate how much of our Investment Income we can use annually. It is the hope of the Investment Committee and Finance Committee that we will only be using this income source for a period of no longer than 4-5 years. Jane Smith made a motion to accept the budget as presented. Ralph Bitner seconded the motion. Motion unanimously carried.
- ◆ It was reported by Fr. David that James Xanthopoulos recently resigned from his position as Junior Warden and Vestry for personal reasons. The Vestry had consequently appointed Fred McKinley as Junior Warden.
- ◆ Without opposition, the Chair directed the Secretary to cast one vote for Fred McKinley as a Vestry member to fill the unexpired term for James Xanthopoulos.
- ◆ The meeting was then turned over to Canon Robyn Szoke-Coolidge from the Diocese to conduct an Appreciative Inquiry about Mission and Ministry of St. Mark's Church. After breaking into small groups, parishioners shared with one another their "best stories" of St. Mark's and their wishes for St. Mark's. These wishes will be given to the Vestry, which will recognize the wishes, recategorize the wishes and plan accordingly so that these wishes may become reality.
- ◆ Before adjournment of the meeting at 12:05 p.m., Elta Lauver recognized the devoted work of Fr. David and Deacon Loretta Collins. Canon Robyn Szoke-Coolidge offered the closing prayer.

Joyce M. Hart
Clerk of the Vestry

Proposed Vision Statement

The purpose of a vision statement differs slightly from what we understand as a mission statement. A Vision statement outlines WHERE you want to be; it communicates both the purpose and values of our parish. On the other hand, a mission statement talks about HOW we will get to what we want to be. Logically, then, it is important for us to start with our VISION.

A vision statement talks about our future, of what we will be some years from now. It should inspire us to be our best and shapes our understanding of why we do what we do.

Looking over the material that was gathered at the last annual meeting and after extensive discussions at vestry about both the WHERE and the HOW, this annual meeting is asked to affirm the following VISION STATEMENT:

***St. Mark's strives to be a Spirit-filled, multi-generational,
community-focused faith community in the Episcopal tradition.***

- ***Spirit-filled:*** to be led and empowered by the Spirit by our mutual in-dwelling with Christ.
- ***Multi-generational:*** to recognize that younger and older members must be brought together for instruction, faith formation and prayer. Older members model faith life for the younger ones, and the younger ones inspire the older members.
- ***Community-focused:*** to live fully for others within the parish and in the community in which we live, work, learn, and play.
- ***Faith community:*** to recognize that our unique calling is grounded in our trust in God and that all that we have and do comes from and gives glory to God.
- ***Episcopal tradition:*** to build upon the foundation of our ancestors in matters of worship, spirituality, mission and ministry.

Understanding Fund of \$1050.

An important element of Parishioners’ Outreach is our ability to make referrals to other partners and agencies that can assist those in crisis: LIHEAP (state sponsored fuel assistance), PCAP (assistance with costs of electric service), Shelter Services (housing), Career Link (employment), Council of Hopes, Salvation Army, Goodwill and Shelter Services Thrift Shops, Dollar Energy, and more.

-- Submitted by Elta Lauver, Chair

Environmental Stewardship

The committee continues to work on, the following on-going projects:

- Creating and maintaining a small community garden for fresh produce.
- Raising awareness of fair trade and sustainably-farmed products and why they are important (e.g., ongoing sales of fair-trade products).
- Collecting pill bottles to underwrite Third World medical facilities to contain individual distribution of bulk medications for children with HIV/AIDS or cancer.
- Recycling glass, aluminum, tin cans, plastic bottles, papers, newspapers and Styrofoam.
- Annual Earth Day celebration, which this year featured a presentation on Native American spirituality and its relationship to our Christian way of thinking about the environment.

Folks of A Seasoned Age

Folks of A Seasoned Age describes persons who are the focus of our concern: individuals who no longer have the concerns of early and mid-life but who are not ready to identify as “senior citizens.” To borrow a phrase from the *Next Avenue* project of National Public Radio, the ministry represents a place where “grown-ups keep on growing.”

Among the several activities in 2013 were:

- “Ask A Lawyer” featured Mr. Joe Sikorsky, Esq. and Fr. David Zwifka who discussed various legal issues of importance to those in transition like wills, powers of attorney, and medical directives.
- “Cooking with Herbs” featured a hands on presentation by Nancy Laub on how to use herbs to enhance our efforts in the kitchen.
- “Investing in A Volatile Environment” featured Mr. Wade Curry, who talked about the various ways in which those 50+ can use the markets to their best financial advantage and discussed factors that should be considered when making financial decisions.
- Weekly exercise classes where everyone is encouraged to move at his or her own pace.
- A holiday craft workshop that was regrettably cancelled because of inclement weather.

-- Submitted by Jackie Leight, Chair

Parish Leadership & Staff

VESTRY

The parish acknowledges and is grateful for the commitments of time and energy that Vestry membership require. These feelings are deepened when considering the important role of leadership exercised by the Vestry in 2013. As the parish’s “Board of Directors,” the Vestry exercises responsibility for all areas of the parish’s life in collaboration with the rector, our pastor.

Blair Hannon *Senior Warden*
 Fred McKinley *Junior Warden*
 Elta Lauver *Treasurer*
 Joyce Hart *Clerk*
 Tony Hatfield-Nicholson
 Jackie Leight
 Deb Vaughn
 Jeff Wilson
 John Xanthopoulos

Bishop — *The Rt. Rev. Nathan D. Baxter*
 Rector— *The Rev. Dr. David A. Zwifka*
 Deacon — *The Rev. Loretta Collins*
 Senior Warden — *Blair Hannon*
 Junior/Property Warden — *Fred McKinley*
 Christian Formation — *Rev. Dr. David Zwifka*
 Altar Guild — *Carey Anne Harpster*
 Director of Music — *Joyce Hart*
 Communications — *John Xanthopoulos*
 Folks of A Seasoned Age—*Jackie Leight*
 Finance — *Jeff Wilson*

Investment — *Bob Welham/Bob Wilson*
 Master of Acolytes — *Blair Hannon*
 Ministry to Sick & Homebound — *Rev. Loretta Collins*
 Mother Hubbard’s Cupboard — *Elta Lauver*
 Parish Outreach — *Elta Lauver*
 Breaking Bread Together — *Jackie Leight*
 Sexton — *James Cherry*
 Housekeeper — *Charles “Eddie” Specht*