

# Stewardship 2024

## FORWARD IN FAITH

Honoring Our Past, Building Our Future



Beloved,

Grace and peace be with you!

What a joy and privilege to share the ministry of the Gospel with you. It is humbling to me that you reading this letter, yes *you*, have in some way been *blessed* by St. Mark's in its 75-year history in Palo Alto!

As I have started meeting more of you, your stories have inspired my faith and hope for this season of transition. I heard a recent exchange among parishioners that crystallized this for me. There is a parishioner going through some health issues who had lost a spouse and other family members due to illness over the past year. While kids are relatively close by, *it really is this St. Mark's community that has pulled me through*, they said.

There is a good, good Spirit in this place, and it spreads through you: your presence, your gifts, your sharing, your serving. People encounter blessing and good news at St. Mark's because of you. As we look to 2024, *you* are the key ingredient for our season of transition. This is the time for us all as a community to pull through by stepping up to the calling of generosity and blessing.

This calling is embedded in our pledge campaign theme **Forward in Faith: Honoring Our Past, Building Our Future**. You, the faithful of St. Mark's, join countless generations stretching back to God's first invitation to Abraham to leave his home and start a journey of blessing toward God's preferred future for him and his offspring. Transition reminds us that our calling is forward in God's preferred future for us and for St. Mark's.

Since accepting this call over the summer, I have been continually inspired to say *yes* to St. Mark's and to you. My first Sunday when we ventured up the Mount of Transfiguration in our Gospel reading, I was inspired to say *yes*. At the Community Faire and Jazz Eucharist, I was inspired to say *yes*. When Bishop Marc came for his final visit to confirm and receive, I was inspired to say *yes*. When I saw the joy on your faces as you brought forward your beloved animals for a blessing, I was inspired to say *yes*.

Beloved, the invitation in this season of transition is to join God on this journey by *saying yes* to you and to each other! I'm asking you to join me in committing generously to St. Mark's through faithful giving and serving. Together we can move **Forward in Faith** and ensure St. Mark's is a community of blessing not just for 2024, not just for another 75 years, but for God's preferred future for us all.

Yours,

Nick+



**saint mark's**  
episcopal church

# Giving with Gratitude

## Supports Outreach, Worship, Programs, and Staff

Your pledge will strengthen the spiritual growth of all who are a part of St. Mark's and help us nourish the needs of others in the name of Christ's love. We now give 100% of Sunday loose cash or "plate" offerings to outreach.

Every pledge supports our budget and the good people who lead us in our worship, our educational programs, and our outreach efforts.

Therefore, our main focus of this campaign is to sustain the necessary support for our staff (2.9% cost of living increase) so that vibrant parish ministries continue to lead us to love others and seek justice.

A pledge to St. Mark's is an intentional sign of your commitment. Your pledge allows us to create a fiscally responsible budget and reach our goals.



## Steps Toward Faithful Giving

Please feel free to contact any of our Clergy, Vestry, or Stewardship Commission members who will be happy to tell you more about our understanding of faithful giving and our hopes for the coming year. In addition, one of our parishioners will contact you prior to Pledge Sunday (Oct 22) and can address any questions, challenges or concerns you may have.

### Set aside time to pray

Consider your gratitude to God for the blessings in your own life and your hope for the future. What proportion of your gifts and treasure will you give to support St. Mark's this upcoming year?

### Attend the Stewardship Event

Join us at 10:00 am on October 22nd [in person](#) or livestreamed for a service plus Stewardship Brunch! During this special event, we'll look at our goals for the coming year and your support.

### Return your pledge (in person or online)

Beginning "Pledge Sunday," Oct. 22nd through Sunday Dec. 3rd, submit your forms online, or complete a paper form and mail it to the church (please see back cover for more information about online pledging options).

**Join us Sunday, October 22 at 10am  
in person or via livestream for our service  
plus Stewardship Brunch outside on the patio!**

# Guide to Faithful Service

Consider a ministry commitment that matches your gifts and nourishes your spirit! Here are some of the possibilities:

## Adult Formation

Offering programs, groups, and gatherings for spiritual growth.

## Agape

Providing coffee and food for fellowship time after Sunday services.

## Altar Guild

Preparing our sacred worship space for all services.

## Becoming Beloved Community

Engaging transformative education and action to address racial justice.

## Bible Study

Delving into our sacred Scriptures together.

## Book Clubs

Talking about books and faith.

## Buildings & Grounds Commission

Maintaining our physical space for all who gather.

## Children & Family Commission

Fostering opportunities for spiritual growth for children and families.

## Choir / Music

Offering vocal and instrumental music for our services.

## Contemplative Prayer

Offering opportunities for contemplation, especially Centering Prayer.

## Counters

Being faithful stewards of the monies offered on Sunday mornings.

## Daily Prayers

Participating in a cycle of daily prayer for members of the parish.

## Deanery/Diocesan Delegates

Representing the parish in diocesan and national church governance.

## Emergency Preparation

Ensuring plans and policies are in place in the event of an emergency.

## Finance Commission

Overseeing the management of parish finances.

## Food Closet

Supporting the ministry of All Saints food pantry with nonperishables.

## Flowers

Creating floral arrangements for Sunday services.

## Greeters

Welcoming and orienting people on Sunday mornings.

## Inreach Ministry

Helping those in the parish when in special need (meals and rides).

## Lectors

Proclaiming scripture readings during our Sunday morning liturgy.

## Liturgical Arts Guild

Creating seasonal art installations that beautify our sacred space.

## Membership Commission

Inviting and welcoming new members into our parish life.

## Men's Commission

Creating and coordinating opportunities for spiritual growth for men.

## Office Volunteers

Helping with administrative tasks in the church office.

## Online Daily Prayer

Praying compline weekday evenings and noonday prayer Wednesdays.

## Outreach

Helping the community serve and minister with those in special need.

## Planned Giving

Coordinating financial gifts for ongoing stability.

## Stewardship Commission

Encouraging gratitude and generosity in sharing time, talent, & treasure.

## Techs

Supporting Sunday livestreaming and other technological connection.

## Women's Commission

Offering time and space for spiritual growth for women.

## Young & Youngish Adults Group

Meeting together for connection and spiritual support of young adults.

## Youth Ministry (Teens)

Cultivating opportunities for spiritual growth for and with teenagers.





# Strengthen Our Ministry

Help us maintain the financial stability of St. Mark's and strengthen our future ministry as a community of faith. We know this is a difficult time for many. If you are able to increase your pledge, you will be a balance to those who cannot. We have made budget adjustments so our budgeted pledged income is limited to a 3% increase in 2023. Present annual pledges to St. Mark's range from \$25 to \$33,000. The average pledge is \$4,337.00 per year (\$83.50 per week). **If all our new members become pledging members, and each present pledger considers giving based on their ability, we will succeed!**

## What is a pledge?

It is a spiritual commitment, discerned through prayerful consideration of the gifts we have been given – our health, our intellect, our energy, our circumstances, our family & friends, our education, and all of the areas where our lives have been blessed. The consideration of amount begins from what you know about your present situation; if circumstances change, a pledge can be increased or decreased. Pledges guide the Vestry in planning and managing the annual budget. Pledges are your financial commitments to to fund the ministries that enrich us all, to our staff, and to maintain our beautiful campus.

## How much do I pledge and how do I decide?

In the Bible, the "tithe" is a specific obligation to give back to God the first tenth of the seasonal harvest. While 10% may feel intimidating, we urge each member to consider giving an amount that is personally challenging and sacrificial. St. Mark's is a more significant presence in your life when you have meaningfully given of yourself through financial and service commitments. No matter what you pledge to St. Marks, you are a welcome and cherished part of our family.





# Personal Worksheet

A guide to help discern the proportion of your own pledge

Last year my gift to the church was:

Last year my income was:

Looking at the guide to faithful giving chart, the percentage of my gift last year was:

After prayer and reflection I will increase this percentage by:

The amount I will pledge for giving for next year is:



## Guide to Faithful Giving

Guide to Faithful Giving							
Pre-Tax Annual Income	2%	4%	6%	8%	10% - Tithe	12%	15%
	Year [Mo.]	Year [Mo.]	Year [Mo.]	Year [Mo.]	Year [Mo.]	Year [Mo.]	Year [Mo.]
\$ 30,000	\$600 [\$50]	\$1,200 [\$100]	\$1,800 [\$150]	\$2,400 [\$200]	\$3,000 [\$250]		
\$ 50,000	\$1,000 [83]	\$2,000 [\$167]	\$3,000 [\$250]	\$4,000 [\$333]	\$5,000 [\$417]	\$6,000 [\$500]	
\$ 75,000	\$1,500 [\$125]	\$3,000 [\$250]	\$4,500 [\$375]	\$6,000 [\$500]	\$7,500 [\$625]	\$9,000 [\$750]	\$11,250 [\$938]
\$ 100,000	\$2,000 [\$167]	\$4,000 [\$333]	\$6,000 [\$500]	\$8,000 [\$667]	\$10,000 [\$833]	\$12,000 [\$1,000]	\$15,000 [\$1,250]
\$ 200,000		\$8,000 [\$667]	\$12,000 [\$1,000]	\$16,000 [\$1,333]	\$20,000 [\$1,667]	\$24,000 [\$2,000]	\$30,000 [\$2,500]
\$ 400,000			\$24,000 [\$2,000]	\$32,000 [\$2,667]	\$40,000 [\$3,333]	\$48,000 [\$4,000]	\$60,000 [\$5,000]



# Budget Overview

	2022 Actual	2023 Budget	2024 Budget
<b>Revenue</b>	\$	\$	\$
Pledged Giving	719,609	728,300	738,600
Non Pledge Gifts & Memorials	29,329	16,500	7,000
Space Use Fees	85,605	65,000	90,000
Rental of Church Units	32,000	32,400	33,600
Interest & Dividends	1,681	4,000	32,000
<b>Total Revenue</b>	868,224	846,200	901,200
<b>Expense</b>			
Personnel	493,613	589,240	612,104
Diocesan Assessment	108,993	109,800	118,312
Property	113,535	93,200	106,024
Administration	37,133	31,800	36,200
Christian Formation	4,870	6,000	6,000
Membership	249	1,800	1,800
Worship	7,541	8,060	14,260
Communications	4,505	5,300	5,500
Stewardship	832	1,000	1,000
<b>Total Expense</b>	771,271	846,200	901,200
<b>Excess Revenue over Expense</b>	96,953	-	-



# Stewardship Budget Details

2024 Draft Stewardship Budget		2023	2023	2023	2024	Change 24	Notes 2024 Draft Budget
		Actual	Actual	Actual	Draft Budget	Budget over	
			Budget	Budget		23 Budget	
REVENUE							SALY = same as last year
1	Worship Offering						
1	Pledged Gifts	716,804	707,100	726,300	738,800	10,300	increase of 1.4%
2	Non Pledge Gifts	16,884	11,000	11,000	4,900	(7,000)	
3	Weddings and Memorials	12,343	6,600	6,600	3,900	(2,600)	
4	Space Use Fees	66,604	41,200	66,000	60,000	6,000	slight increase in use
6	Office Apartment Rental	32,000	31,200	32,400	33,800	1,300	\$2000 x12
	884 Colorado				12,000	12,000	div. at 11/month
9	Interest & Dividends	1,651	600	4,000	20,000	16,000	higher rates/ more funds
7	Total Revenue	836,284	795,699	895,300	941,300	36,000	increase of 3.6%
EXPENSES							
Personnel							
6	Rectors Salary	126,673	127,140	126,000	117,240	(20,810)	Interim rector
9	Associate Rector Salary	76,094	60,200	66,623	102,000	6,477	2.6% COLA
10	Administration Salaries	62,602	67,000	74,691	70,999	(3,692)	
11	Program Coordinators Salaries	36,048	36,000	44,694	40,399	(18,101)	2.6% COLA : add 1 time
12	Music Director Salary	48,140	48,000	48,000	43,712	6,682	2.6% COLA
13	Organist salary	2,600	10,000	10,000	7,800	(2,000)	
14	Section Leader	12,064	12,200	12,200	12,884	364	2.6% COLA
16	Nurses/Preschool Care	-	3,600	3,600	3,600	-	
16	Section Salary	6,620	23,620	23,617	26,399	741	2.6% COLA
17	Tech Support	11,189	13,000	14,400	16,200	600	
18	Clergy Pension and Benefits	92,173	91,600	97,634	109,739	11,099	
19	Lay Staff Pension and Benefits	20,657	19,200	21,124	26,709	6,653	
20	Supply Clergy	800	800	800	2,600	2,000	depends for visiting clergy
22	Worship Compensation	-	2,000	1,000	1,900	-	
23	Worship Assessment	106,889	112,800	106,800	116,312	6,612	
Property							
24	Utilities	48,631	36,000	63,000	43,900	(10,000)	
26	Insurance	20,300	20,000	22,000	22,608	608	SALY plus 4%
27	Landscaping Service	11,664	9,600	10,700	12,819	2,119	SALY plus 5%
28	Janitorial	16,223	-	2,000	2,000	-	offset w/ Section salary
29	Building & Grounds	10,000	10,000	10,000	10,000	-	
30	Taxes	2,661	2,600	2,600	2,800	100	
31	Supplies/Janitorial	1,334	3,600	4,000	3,900	(1,000)	based on 23 actual
Administrative							
33	Lease Cooler	9,232	10,000	7,100	7,200	100	
34	Office Supplies	1,974	2,000	2,000	2,000	-	
36	Telephone	6,144	6,600	7,000	7,200	200	
36	Administrative Fees	4,372	6,000	4,600	6,000	1,600	
37	Postage	764	1,000	1,000	800	(200)	based on 23 actual
39	Travel	-	1,200	1,200	1,800	300	
40	Continuing Education	6,173	3,000	3,000	4,800	1,800	
41	Yeast/Leavening	4,462	2,000	3,000	4,900	1,000	proof development
42	Sabbatical Reserve	3,000	3,000	3,000	3,000	-	
Christian Formation							
43	Children's Christian Formation	1,660	3,600	3,600	3,600	-	
44	Adult Christian Formation	1,666	1,200	1,200	1,200	-	
46	Youth Ministry	1,121	1,200	1,200	1,200	-	
Miscellaneous							
48	Advertising	-	1,200	1,200	1,200	-	
49	Membership	249	-	600	600	-	
Variable							
50	Worship and Special Event	2,214	3,200	3,200	3,200	100	
51	Music and Organ Maintenance	3,142	2,400	2,400	7,900	6,600	add Organ Maintenance
52	Altar Cloth	704	1,200	1,200	1,200	200	
53	Assess Stipends	1,361	1,200	1,200	1,800	400	
Communications							
54	Software	3,660	4,400	6,000	6,000	-	
56	Video/Computer/Media	648	300	300	800	200	
57	Internet/Website	632	1,000	1,000	1,000	-	
59	Total Expenses	771,371	796,699	895,324	941,399	36,079	
BUDGETED REVENUE OVER EXPENSES		65,013	-	-	60	69	



# Staff

INTERIM RECTOR: The Rev. Nick Roosevelt  
ASSOCIATE RECTOR: The Rev. Nancy Ross  
DIRECTOR OF MUSIC: Matthew Burt  
MINISTER OF LIFELONG FORMATION: Debie Thomas  
CHILDREN AND YOUTH MINISTER: Lily Dodge  
ASSISTING CLERGY:  
The Rev. Prof. Rebecca Lyman, The Rev. Liz Milner  
COMMUNICATIONS AND OPERATIONS MANAGER: Wenjing Li  
SEXTON: Olegário Neves  
TECHNICAL PRODUCERS: Clare Antonow, Jonathan Guillen  
TREASURER: Susan Pines

# Vestry

Suzanne Bell, *senior warden*  
Margalynne Armstrong and Romain Kang, *junior wardens*  
Randy Smith, *children, youth, family liaison*  
Andrew Bridges, *stewardship liaison*  
Alex Dillard, *adult formation liaison*  
Jonathan Luk, *finance liaison*  
Kathy Gillam, *adult formation liaison*  
Lena Kuhar, *outreach liaison*  
Brie Linkenhoker, *children, youth, family liaison*  
Cheryl Miller, *membership liaison*  
Crystal Larsen, *buildings and grounds liaison*



## You Can Submit and Pay Your Pledge Online!

To create your 2024 pledge to St. Mark's online, go to [saint-marks.com](http://saint-marks.com), click on Give, then click on "Make An Annual Pledge to St. Mark's". Direct link: <http://tiny.cc/pledge24>

To set up one-time or recurring Pledge payments online, go to [saint-marks.com](http://saint-marks.com), click on Give, then click on Tithely or PayPal.

Or, open the camera on your smart phone or ipad, aim your camera at the following QR Code, and you will go directly to the Give page on [saint-marks.com](http://saint-marks.com)!

