

PARISH PROFILE 2011

# St. Stephen's Episcopal Church



***Striving to be Christ for One Another,  
and the World!***

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St. Stephen's is a vibrant, active, and welcoming community  
in the heart of Southern California's beautiful  
Santa Clarita Valley

## VISION

Our vision is to be Christ for each other  
and for the world.

## MISSION

Our mission is to be  
a loving and inclusive community,  
restoring people to unity  
with God and each other  
in Christ through prayer and worship.

We are called to  
proclaim the Good News  
and Jesus Christ  
to all people  
and to work, pray and give  
for the fulfillment of God's realm.

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## **Introduction**

St. Stephen's Episcopal Church in Santa Clarita, California is searching for a new rector. Admitted to parish status in December 2009 after 46 years as a mission congregation, it has had four vicars, most recently, the Rev. Canon Lynn Jay, who has served since 1984 and became its first rector. She will retire July 31, 2011. The congregation experiences this as a time of loss as well as an opportunity for growth and embraces it as a period not only of transition, but of transformation. This document has been produced after careful consultation with the parish community through conversations, focus group meetings, and congregational surveys. Its purpose is to express the personality of St. Stephen's as a community, and to allow prospective candidates for the position to learn who we are today and where we want to be tomorrow.

## **Who We Are**

St. Stephen's Episcopal Church is located in the heart of the Santa Clarita Valley, about 30 miles northwest of Los Angeles, nestled between the well-established residential neighborhoods of Valencia and Newhall ( <http://www.scvchamber.com/demographics/> ). St. Stephen's was established as a mission in 1963 and attained parish status in a joyful celebration at diocesan convention in December 2009. We currently have 654 communicants (adult and youth) in good standing from 253 households situated in all areas of the Santa Clarita Valley and beyond. Our average Sunday attendance is 189.

We are a vibrant faith-based community with Christ as our foundation. From that foundation flows a spring of giving, learning, growth, sharing, service and love. St. Stephen's takes pride in being a diverse and welcoming congregation, which strives to be inclusive of all. The table we set is the Lord's—all are welcome to partake.

St. Stephen's encompasses a wonderful mix of ages. We have an active seniors' group and flourishing programs for youth and children. Throughout the year we offer numerous Christian formation opportunities for all ages as well as many social activities designed for adults, children and families.

St. Stephen's has always played a vital role in outreach programs for the Santa Clarita Valley and the wider community. St. Stephen's provides support to food pantries, the homeless shelter and AIDS patients. We encourage environmental awareness and giving to those in need worldwide.

# Leadership

The leadership of St. Stephen's consists of a wonderful team of clergy, staff, and laity.

## Full-Time Clergy:

The Rev. Canon Lynn Jay	Rector
The Rev. Susan Bek	Curate

## Other Clergy:

The Rev Richard Belliss	Retired Associate
The Rev. Dr. Cynthia Jew	Assisting

## Staff:

Tracy Stapp	Office Administrator
Rey Belty	Sexton
Judy M. Baity	Music Director
Marilyn Pisa	Volunteer Treasurer

## Vestry:

Dave Melton	Senior Warden
Ron Kraut	Junior Warden/ Clerk & Historian
Elaine Campbell	Major Events Coordinator
Maureen Leatherberry	Fellowship
Mary Mercogliano	Outreach Ministries
Harriet Miles	Adult Formation
Tom Reilly	Facilities
Wendy Rickman	Business Administration
Barbara Schulman	Membership Development
Joanie Stanzione	Support Ministries
Barbara Wampole	Stewardship of the Environment
Dave Warburton	Communications
Mark Young	Stewardship

## Preschool Director:

Mary Mercogliano	Director
Jennifer Potter	Administrative Assistant

# St. Stephen's Church – a Brief History

Early in 1961 the seed for St. Stephen's Episcopal Church was planted when 30 prospective members from the Newhall, Saugus and Castaic areas, who had been driving to St. Simon's Episcopal Church in the San Fernando Valley, met in the living room of Walt and Joyce Wayman to discuss the possibility of forming an Episcopal church in the Santa Clarita Valley.

From 1962 until early 1965 services were held in the basement of the Newhall Presbyterian Church on Newhall Avenue. The first service was Palm Sunday of 1962 with The Rev. Thomas Marshall, Rural Dean celebrating. The Rev. Orrin Knox became the supply priest, celebrating the first Christmas Eve midnight mass later that year. In 1965 St. Stephen's relocated to the Seventh Day Adventist Church on Newhall Avenue, the current location of Queen of Angels Catholic Church. This location had so little space that Sunday school classes were held in one small room in the church, in members' homes nearby, and even in the backs of station wagons. The Altar Guild performed its duties from the one bathroom in the church. By this time The Rev. Keith Landis had been appointed the congregation's priest.

In 1967 the Foursquare Church at 13<sup>th</sup> and Spruce in Newhall became St. Stephen's home. In 1968 construction began at our current location on Orchard Village Road. We remained in the Foursquare Church until September 21, 1969 when we held our first service in the building now known as Spurling Hall.

The parish hall/church and classrooms were dedicated on October 10, 1969. We took great pride in our new church and were eager to install sprinkler lines, build fences, plant trees and lay sod—home at last! Since our location was directly behind a shopping center, The Rev. Minter, our second priest, wanted St. Stephen's to be known as the "Church in the Market Place." Shoppers were encouraged to come to church, have coffee, rest their feet and share conversation.

The vicars of St. Stephen's:

The Rev. Keith Landis 1963 – 1965

The Rev. Russell Minter 1966 – 1973

The Rev. Jim Seipel 1974 – 1984

The Rev. Canon Lynn Jay 1984 – 2009, Rector 2009-2011

We have a strong tradition of offering discernment and support to those who hear a calling to holy orders. The Reverends Ann Tumilty, Steve Dean, Rick Byrum, Susan Bek, and Cynthia Jew, all were members who discerned their callings while at St. Stephen's. Numerous study year students have also trained and served here.

Through the years St. Stephen's has become a vital part of the Santa Clarita Valley. In the past, we provided a temporary home for Temple Beth Ami, Temple Or Emet, and at present share our facility with an emerging ELCA congregation. Living Faith Lutheran Church worships here on Sunday evenings. We have been instrumental in creating and supporting numerous communitywide outreach programs:

- **St. Stephen's Preschool** was established in 1969 and provides a warm God-centered atmosphere in which over 200 young children are encouraged to discover the joys of learning about themselves, about God's world around them and about their place in that world. The preschool has a staff of 23 part time teachers and assistant teachers.
- In 2010 St. Stephen's joined **Family Promise of Santa Clarita Valley** a nonprofit, nondenominational national organization committed to helping recently homeless families achieve housing and independence. As one of 13 host congregations we provide shelter and meals to families for one week every three months.
- St. Stephen's supports two local food pantries. **Santa Clarita Valley Food Pantry** was established in 1986 as a volunteer effort by members of St. Stephen's and the wider community operating out of a small building located in the parking lot of the St. Stephen's campus. It relocated in 1992 to its current, larger facility on Railroad Avenue in Newhall and continues to provide supplemental food to hundreds of local residents in need. St. Stephen's also supports the ELCA **Church of Hope Food Pantry**.
- **SCV Interfaith Council** was formed in 1990 by The Rev. Lynn Jay of St. Stephen's and The Rev. Sharon Rhodes-Wickett, of Santa Clarita United Methodist Church in Saugus as a model of religious unity.
- Every year since 1997 with the aid of the City of Santa Clarita, the Interfaith Council, local churches and community members, the **Santa Clarita Community Development Corporation (SCCDC)** has operated an emergency winter shelter from December to March. Members of St. Stephen's contribute each winter with many hours of service as volunteers at the shelter, as well as with monetary and in-kind donations.
- In 1994 we sold our unused baseball field to Southern California Presbyterian Homes to build affordable HUD senior housing, now called **Canterbury Village**.

St. Stephen's has enjoyed periods of substantial growth, occasions of great celebration, and has overcome a few serious challenges. Time and again this congregation has shown their commitment to walking in faith and working as a community while striving to be Christ for one another and the world.

The **1994** earthquake shook our valley early on the morning of January 17. It damaged local roads and buildings, including members' homes and our parish hall/church. Members pulled together to support one another and their neighbors. Due to earthquake damage we could not use the parish hall/church for several months. Starting the first Sunday after the earthquake we held services in our preschool building and courtyard. The congregation banded together to share tears, fellowship and prayers.

In **1995** after years of planning, a successful building fund campaign and the completed sale of our baseball field (where Canterbury Village is now located) we were able to break ground for our new sanctuary. It was an exciting time of growth and building. We moved into the sanctuary on **April 5, 1996**. The first service held there was a community

ecumenical Good Friday Service. That spring and early summer we enjoyed our new facilities. However, in **August of 1996** it was determined that our new sanctuary had multiple engineering flaws and was not structurally sound. The Bishop's Committee voted unanimously to vacate the building immediately. Over the next year we negotiated with lawyers, engineers, architects and builders. After all parties came to an agreement and with the extraordinary financial support from the diocese, we were able to start reconstruction in **1998**. However this reconstruction added an unplanned burden of \$406,800 to our debt-load. Our newly rebuilt sanctuary, sacristies and memorial garden were rededicated on January 10, 1999 by Bishop Diocesan, The Rt. Rev. Frederick H. Borsch, PhD. Through good stewardship and faithful giving the community has since reduced our debt to less than \$123,000 while maintaining responsible cash reserves.

# Worship, Liturgy and Spiritual Ministries

## Sunday Worship

We currently offer two Sunday services: 7:45 a.m. and 10:00 a.m.

**Music** - Both services have organ and piano accompaniment. The adult choir sings at the 10:00 a.m. service. Our children's choir sings monthly during the school year, and our contemporary music group, the Stones, performs once a month. In addition we have a chime choir comprised of youth and adults who present songs seasonally. Our music is a mixture of styles. Our hymns come from the *1982 Hymnal, Lift Every Voice and Sing* (LEVAS), *Wonder, Love, and Praise*, and additional sources.

**Liturgy** - We use Rite II and various supplemental liturgical texts from *Enriching Our Worship* throughout the year. The language of the liturgy has been expanded to be more inclusive. We also use an alternative source for the reading of the psalm, *The St. Helena Psalter*. Most gender references for God have been eliminated, and Eucharistic Prayer C acknowledges "Abraham and Sarah, Isaac and Rebecca, Jacob, Leah and Rachel." The prayer of consecration states that the blood "is poured out for you and for all for the forgiveness of sins." Incense is used for High Holy Days. The congregation gains from an instructed Eucharist two to three times a year. Once a year, in honor of St. Francis, we celebrate a blessing of the animals.

**Participation of the Laity** - Sunday worship at both services includes participation of many lay members. We currently have 10 Masters of Ceremony, 35 Readers and 20 Lay Eucharistic Ministers. We have approximately 20 acolytes, ages 7-21; 18 ushers, and 20 greeters.

The congregation enjoys a wonderful time of fellowship during the coffee hour after each service in Spurling Hall. We invite and encourage newcomers to join us during this time.

The children who participate in our toddler program, Kinder Chapel and Children's Chapel join their families in the sanctuary when it is time for the Eucharist. All are welcome to receive communion. Each week our bulletin includes the invitation "Whoever you are and wherever you find yourself on the journey of faith, you are welcome at this table to receive the bread and wine made holy."

Preparation for the services is done on a weekly basis by the clergy, music director and altar guild. Representatives from the altar guild, acolytes, music ministry, ushers and worship leaders meet seasonally with the clergy for planning.

## Weekday Services

In addition to our Sunday services we celebrate Holy Eucharist (without music) on Wednesday at 6:00 a.m. (followed by breakfast) and Thursday at 9:00 a.m. (followed by Adult Study). These services follow *Lesser Feasts and Fasts and Holy Women, Holy Men* and include a wonderful snippet of church history.

## **St. Stephen's has many other vital lay-led ministries:**

**Holy Mackerels** offers assistance to the priests at funerals and memorial services.

**Centering Prayer** meets monthly.

**Women at the Well** chapter of Daughters of the King meet regularly; serve at receptions after funerals; staff our bookstore on Sunday mornings.

**Order of St. Luke the Physician** offers prayers for healing, laying on of hands and anointing during the Eucharist on 2<sup>nd</sup> and 4<sup>th</sup> Sundays.

**Prayer Chain** has 37 members who pray daily in response to requests submitted to the church.

## **Our recent Focus Groups on Worship, Liturgy, and Music show:**

- The congregation's comfort with the variety of service elements we now experience, from Eucharistic prayers to musical styles. Some suggested even more variety and would invite...
  - an occasional chanted Eucharist
  - more liturgical drama like the Readers' Theatre we enjoyed last Fall
  - more frequent singing of canticles and psalms
  - occasional use of the New Zealand Prayer Book
- The congregation enjoys the participation of children in worship and would welcome their singing and serving even more often.
- Some would like to see an evening service added with a variety of liturgies including Taize, Evensong, and Evening Prayer.
- Some of our older parishioners think they would enjoy using Rite I on occasion and incorporating more daily offices.

**These groups expressed the hope that our new rector would be comfortable continuing the tradition of variety in worship and bring to us a strong love of music and liturgy.**

# Christian Formation - Adult Education

The community of St. Stephen's views Christian Formation as more than simply the passing along of knowledge; rather it is to equip us in our mission to be Christ for one another and the world. We appreciate programs and events which help us to: discover how to live and teach the Christian faith; stir in us a desire to serve one another and the world; and provide an opportunity for Christian fellowship.

**Special Events and Classes in Adult Formation** - During the past year St. Stephen's Adult Christian Formation included:

- A five-week series, "**Contemplative Living—Spiritual Practices**"
- Concurrent studies of the life and teachings of Jesus, through **the Gospel of St. John** and through discussions of *The Faces of Jesus*
- **Social Justice November** - the designation of the month of November for topics related to Social Justice.
- In 2011, we will offer two Lenten Study programs...
  - A series based on the book, One Book, One Parish, One Vision: Christianity for the Rest of Us by Diana Butler Bass.
  - A Friday evening meatless supper followed by Stations of the Cross (offered in a variety of modalities including traditional walking and reading, artistic expressions, and media enhanced experiences.)

## Ongoing Adult Education Ministries

- **Education for Ministry** – EFM has been offered at St. Stephen's for fifteen years. Over 25 people have completed this four-year program and gone on to serve our community in various aspects of lay leadership in the church. Our current group includes eleven students and two mentors.
- **Via Media** ("the middle way") - An eight-week adult Christian education program used as the basis for adult confirmation.
- **Thursday Morning Adult Study** - A weekly meeting of adults who study and discuss various books of the Bible and books about scripture and theology.
- **Sunday Gospel Study** – A Sunday 9:00 a.m. meeting to discuss the Gospel of the day.
- **St. Stephen's Bookstore** - Provides easy access to books and gifts that enhance our religious studies.

**Our recent Focus Groups on Adult Christian Formation show:**

- Broad enthusiasm for current programs
- A desire to enthusiastically pursue the following goals
  - Add studies promoting deeper understanding of other faith traditions and practices.
  - Provide opportunities for the community to participate in theological reflection exercises similar to those in EFM.
  - Incorporate the Living the Questions DVD series into our adult studies curricula.
  - Continue to offer programs on contemplative living and spiritual practices.
  - Undertake a study and discussion series on the Nicene Creed.

**These groups expressed the hope that our new rector will lead and participate in this vital ministry while supporting and valuing the effectiveness of our ongoing lay leadership and bring to us a well-spring of ideas to continue our spiritual exploration.**

# Christian Formation - Youth & Children's Ministries

St. Stephen's is a welcoming congregation with a strong and vibrant program for youth, children, and families.

**Sunday School** is offered for children in preschool through twelfth grades every week at 9:00 a.m. The goal of St. Stephen's Sunday School is to help our children learn and grow in the knowledge and love of God. Our programs are very inclusive and welcome children with a variety of special needs.

**Curriculum:** Our Primary Program (preschool through grade 6) currently uses a lectionary-based curriculum, Living the Good News.

Our Youth Group program (grades 7-12) also uses the Living the Good News curriculum. This program is enriched by other resources including, My Faith, My Life, and various music and media resources such as videos by Fr. Matthew Moretz.

**Chapel Programs** are offered at 10:00 a.m.

- **Kinder Chapel** provides a Sunday worship service, Gospel lesson, snack, and craft or creative play experience designed for children in Pre-K, Kindergarten and first grades.
- **Children's Chapel** provides a media-enriched Sunday worship service, Gospel lesson, sermon, snack, and activity designed for children in grades 2-6.
- **Toddler/Preschool Program** is operated by paid staff and supported by parents who assist on a rotating schedule. This program is open during the 10:00 a.m. worship service. This program offers a play experience for children old enough to leave the nursery through pre-kindergarten age.
- **Nursery** The nursery is operated by paid staff, and is open from 7:45 a.m. to the end of the 10:00 a.m. service. It is set up for infants and young toddlers.

**Youth Group Evenings and Events** – In addition to meeting on Sunday mornings for Sunday School, our Youth Group meets in the evening on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays for game nights, movie nights, Evening Prayer, and special events. Two ceremonies which honor our young people as they celebrate their 13<sup>th</sup> birthdays are offered each year; one in the Spring and one in the Fall. At the end of each year we honor our high school graduates with the presentation of a Bible. Other Youth Group activities include beach trips, snow trips, camping adventures and other exciting activities.

**Special Events for Children and Families** – We enjoy activities such as: BBQ with giant water slide; the Back-to-School Bash with giant slip 'n slide; Shrove Tuesday Pancake Supper and Mardi Gras Party; Blessing of the Animals service; a special hands-on Christmas Eve service for young children; a Christmas Eve service for families; carnival games; popsicle parties on the playground; Vacation Bible School; and more.

### **Our recent Focus Groups on Youth & Children's Ministries show:**

- The congregation's strong desire to keep Youth & Children's ministries a high priority
- There is recognition of the value of continually renewing and refreshing our programs.
- The desire for more parenting programs and support groups for families, especially those dealing with special needs.
- The congregation enjoys the youth & children's participation in worship services (children's choir, acolytes, children reading, dramatic presentations, youth sermons, etc.) and many would like to involve them even more often.
- A desire for more outreach programs, and community service projects for youth and families.
- We want to promote connectedness through new media while also educating about internet and social media safety.
- A need to enhance our youth program in order to promote more regular attendance at youth group meetings.
- As our director of Youth & Children's Ministries assumes her new ordained calling as our Curate, we need to engage laity to support and expand this ministry.

**These groups expressed the hope that our new rector will share our love of youth and children, promote this ministry for the growth and betterment of our parish, and foster the adoption of new forms of communication such as social networking.**

# Support and Outreach Ministries

**Support Ministries** encompasses all we do to help members of St. Stephen's in times of need. Parishioners provide meals when the main meal provider is incapacitated due to a new baby, medical problems or other circumstances. We also provide transportation to medical appointments and childcare in emergency situations.

**Outreach Ministries** encompasses all that we do for those outside our parish family. In addition to the regular outreach ministries described below we provide occasional assistance to people in need.

**AIDS Lunch** - Since 2001, we have partnered each month with a local Lutheran congregation to provide lunch, snacks, personal hygiene items and small toys for children to AIDS patients at two outpatient clinics at USC County General Hospital.

**Alternative Gift Fair** - Since 2008, when St. Stephen's hosted the first Santa Clarita Valley Alternative Gift Fair, we have raised more than \$26,000 to benefit local and global nonprofit organizations.

**Angel Interfaith Network** - AIN has been an outreach ministry of St. Stephen's for nearly 13 years. In partnership with USC+LAC General Hospital, AIN assists patients and their families dealing with the trauma of hospitalization. Parishioners and our preschool parents have been most generous with donations of gently used or "like new" furniture (cribs, high chairs, car seats, youth beds, etc.), as well as infants' and children's toiletries, clothing, shoes, books, and other basic needs.

**Angel Tree** - Angel Tree is a national program run by Prison Fellowship Ministries. St. Stephen's parishioners provide Christmas gifts for children of California prisoners.

**Ark Project** - A Backyard Wildlife program.

**Blood Drives** - St. Stephens' semi-annual blood drive is operated by UCLA.

**Community Garden** - A group of people who love to dig in the dirt tends our plot at Central Park and uses the produce they grow to help and support the wider community.

**CROP Walk** - A community-wide event coordinated by the Interfaith Council through Church World Services in order to help alleviate world hunger. Twenty-five percent of the monies raised in Santa Clarita go to our two local food pantries and the SCV Homeless Shelter.

**Episcopal Relief and Development** - St. Stephen's assists ERD with yearly contributions and special collections at the time of disasters. In response to the request of our Presiding Bishop, we donate 0.7% of our pledge and plate to ERD.

**Family Promise** – We are one of 13 host congregations committed to helping recently homeless families achieve housing and independence by providing shelter and meals for one week every three months.

**Hillsides** - Founded in 1913, Hillsides offers to neglected, abused or mistreated children a loving and safe place to live. It is an official institution of the Diocese of Los Angeles. St. Stephen's parishioners support Hillsides through monetary donations and special drives.

**Homeless Shelter** - St. Stephen's actively supports the Santa Clarita Community Development Corporation which operates an emergency winter shelter from December to March.

**Local Food Pantries** – St. Stephen's supports both the SCV Food Pantry and the Church of Hope Food Pantry.

**Project Share the Grace** - St. Stephen's program to provide local underprivileged children with books and school supplies.

**Recycling** - We have recycling containers throughout the campus.

**SCV Human Relations Forum** - This is a city-sponsored group, founded in 1994, that encourages positive attitudes about diversity, culture and ethnicity. Our clergy participate in this forum alongside community leaders and members.

**United Thank Offering** - UTO boxes are distributed by the St. Stephen's Chapter of the Daughters of the King. Children are encouraged to participate.

**Used Eyeglasses Ministry** - Used eyewear (prescription and nonprescription eyeglasses, frames, lenses, sunglasses and cases) is collected and taken to a local optometrist who partners with the Lion's Club which arranges to have them repaired and refurbished to provide free eyewear around the world.

**Our recent Focus Groups on Support and Outreach Ministries show:**

- The congregation has a passionate commitment to our present support and outreach ministries.
- A need to continue finding ways to engage the congregation in outreach projects and activities. The following were suggested:
  - Frequent reminders of these ministries in our monthly newsletter
  - Personal invitations for people to participate
  - Provide lists of things needed to support each ministry
  - Highlighting one ministry each month in the announcements during Sunday services.

**These groups expressed the hope that our new rector will guide us in periodically reevaluating changing needs and priorities while empowering us to see and better meet the needs of one another and the world.**

# St. Stephen's Preschool

First opening its doors in 1969 as a ministry of St. Stephen's Episcopal Church, the preschool offers a traditional half-day preschool program for 2 – 5 year olds. Classes meet 2, 3, or 5 days per week, depending on the age of the children. We also offer a 1-morning per week Parent Toddler program.

St. Stephen's welcomes all children regardless of religion, race, national origin, ancestry or family configuration. Basic Judeo-Christian values of love, acceptance, and inclusiveness are lived out by everyone at the preschool.

**Enrollment** - St. Stephen's Preschool is a continuing ministry of the church which touches the lives of over 200 children and their families, as well as its 23 staff members. A seven-week Summer School program serves approximately ninety children in a three-day a week program.

**Spiritual Development** - Children, teachers and some parents enjoy monthly chapel time and classroom visits from our chaplain, The Rev. Susan Bek. Children are led to see themselves as a valued part of God's created world. As a part of that world, they are encouraged to act in a considerate and loving manner toward all of creation.

# Fellowship and Special Events

As a community of faith we are bound together not only by worship, but by social events that bring parishioners together in fellowship.

In the past year we have enjoyed the following events:

- Chili Cook-off
- Pentecost Picnic
- Halloween Party
- Men's and Women's fellowship activities and weekends
- Summer Luau Fundraiser
- Easter Eve Break-the-Fast Champagne and Chocolate (following the Great Vigil)
- Family Game Nights
- Ordination receptions
- Crock Pot Supper
- Tapas and Sangria Reception following Evensong service
- Bunko Nights
- Fall Festival
- Sages (seniors group) monthly luncheons
- Saturday hikes
- Community Garden

St. Stephen's biggest fundraiser, the biennial Black and White Auction, has been hugely successful in the past and is scheduled again this spring.

## **Our recent Focus Groups on Support and Outreach Ministries show:**

- General enthusiasm for the number and variety of events offered.
- The need to recruit more people to participate in helping to put on the events.
- The suggestion that we improve and expand the ways the we promote such events.

**These groups expressed the hope that our new rector will recognize the importance of this ministry while bringing to us new ideas and enthusiastically participating in the fellowship and special events at St. Stephen's.**

# Growth and Membership

We celebrate Christ's message of love and acceptance as a precious gift to be shared with newcomers, visitors, and our surrounding community.

**Greeters** - On Sunday mornings our greeters welcome everyone. They also help direct and answer questions from visitors and newcomers. The greeters' goal is to help the visitor feel comfortable and at ease with our liturgy and welcomed at our fellowship hour after the service.

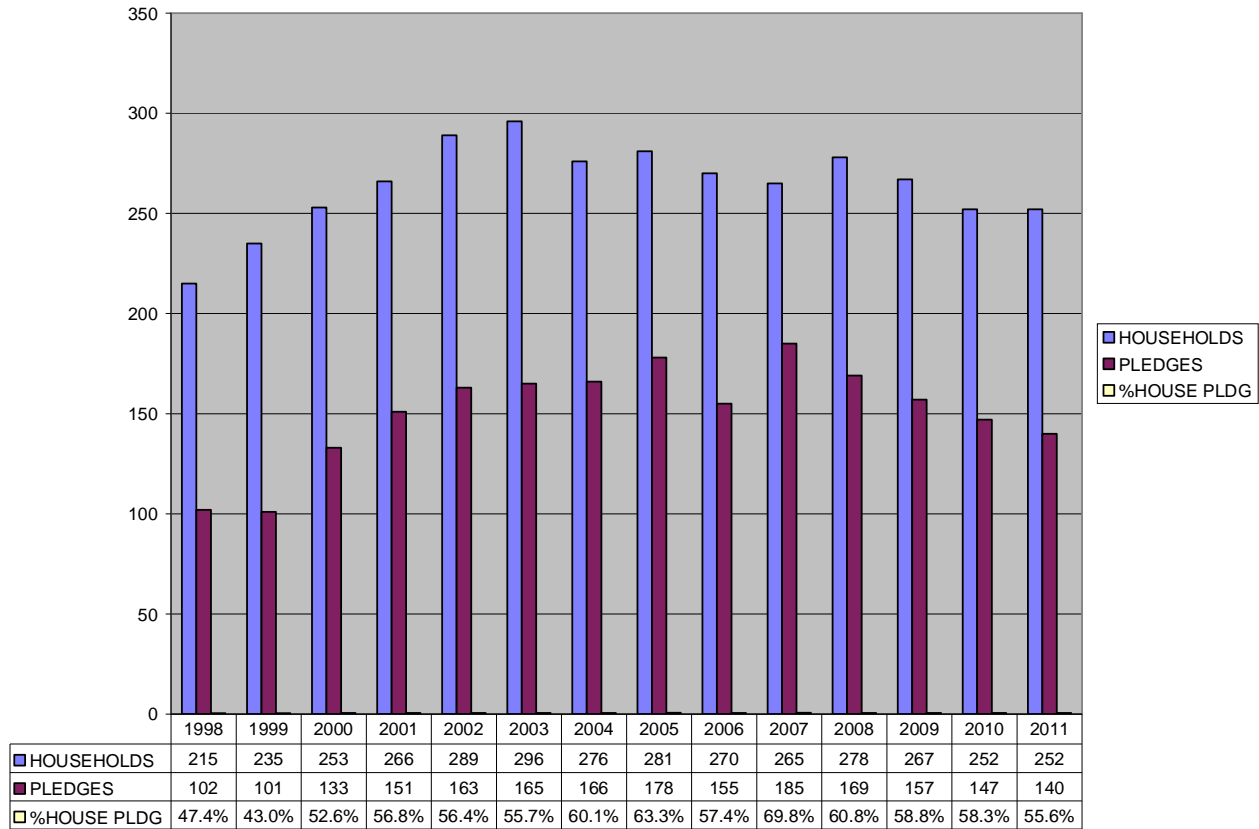
**Newcomer Classes** - Our newcomers' orientation classes help new members make their initial connections within the congregation. The four-week newcomer orientation is held three to four times a year.

## **Our recent Focus Groups on Growth and Membership show:**

- The need for increased advertising and promotion including...
  - use of social networking like Facebook and Twitter
  - advertising which focuses on the warm, inclusive nature of St. Stephen's
  - enhancement of our website
  - more promotion of our activities in the wider community
  - sign or easel in narthex listing upcoming events/activities
  
- Collection and better use of feedback and statistics: What attracts people to St. Stephen's? Why do they stay? Why do they leave?

**These groups expressed the hope that our new rector will lead us as we strive to: attract and incorporate new members, greatly expand the use of social media and emerging technologies for connecting, communicating, and sharing amongst our congregants; and help us to reach our goal of becoming a program size church.**

## Households and Pledges



## St. Stephen's Members

YEAR	BAPTIZED	NOT BAPTIZED	TOTAL
2010	654	35	689
2009	736	55	791
2008	725	52	777
2007	701	64	765
2006	800	60	860
2005	778	82	860
2004	750	79	829
2003	803	69	872
2002	754	69	823
2001	668	85	753
2000	602	90	692

# Stewardship and Fund Development

For the majority of St. Stephen's members, stewardship means an annual campaign in the fall to gather financial pledges for the coming year. However, our members truly give more than just financially. They give of their time and talent as well as their treasure by volunteering in our programs and helping out with many outreach and support ministries.

Stewardship, when defined as the financial support of St. Stephen's, is vital for our operations and the continuation and growth of our many programs and ministries. Fall pledges are critical to the planning for the upcoming year.

In 2011:

- 140 of our 253 households have a pledge (56%)
- The average pledge is \$1,978/household

## PROJECTED SOURCES OF INCOME FOR 2011:

Pledge Payments	\$248,490	55.6%
Plate Donations	\$ 32,000	7.2%
St. Stephen's Preschool	\$116,131	26.0%
Fundraisers	\$ 22,000	4.9%
Facility Use Donations	\$ 26,840	6.0%
Debt Retirement Donations	\$ 1,404	0.3%
<b>TOTAL</b>	<b>\$446,865</b>	<b>100%</b>

## COMPARISON OF MEMBER HOUSEHOLDS AND PLEDGES

YEAR	HOUSEHOLDS	CHANGE	PLEDGED	CHANGE
2005	281	+1.8%	\$292,661	+1.3%
2006	270	- 3.9%	\$291,147	- 0.5%
2007	265	- 1.9%	\$296,056	+1.7%
2008	278	+4.9%	\$301,245	+1.8%
2009	267	-3.9%	\$306,938	+1.9%
2010	253	-5.6%	\$290,733	-5.3%
2011	253	0%	\$276,948	-4.7%

In the past six years 56-70% of the households pledged and 90-93% of the amount pledged was collected. Even with the recent downturn in the economy, the members who have pledged have been very faithful in keeping up with their payments. The congregation is very proud that we have been able to hire a full time curate.

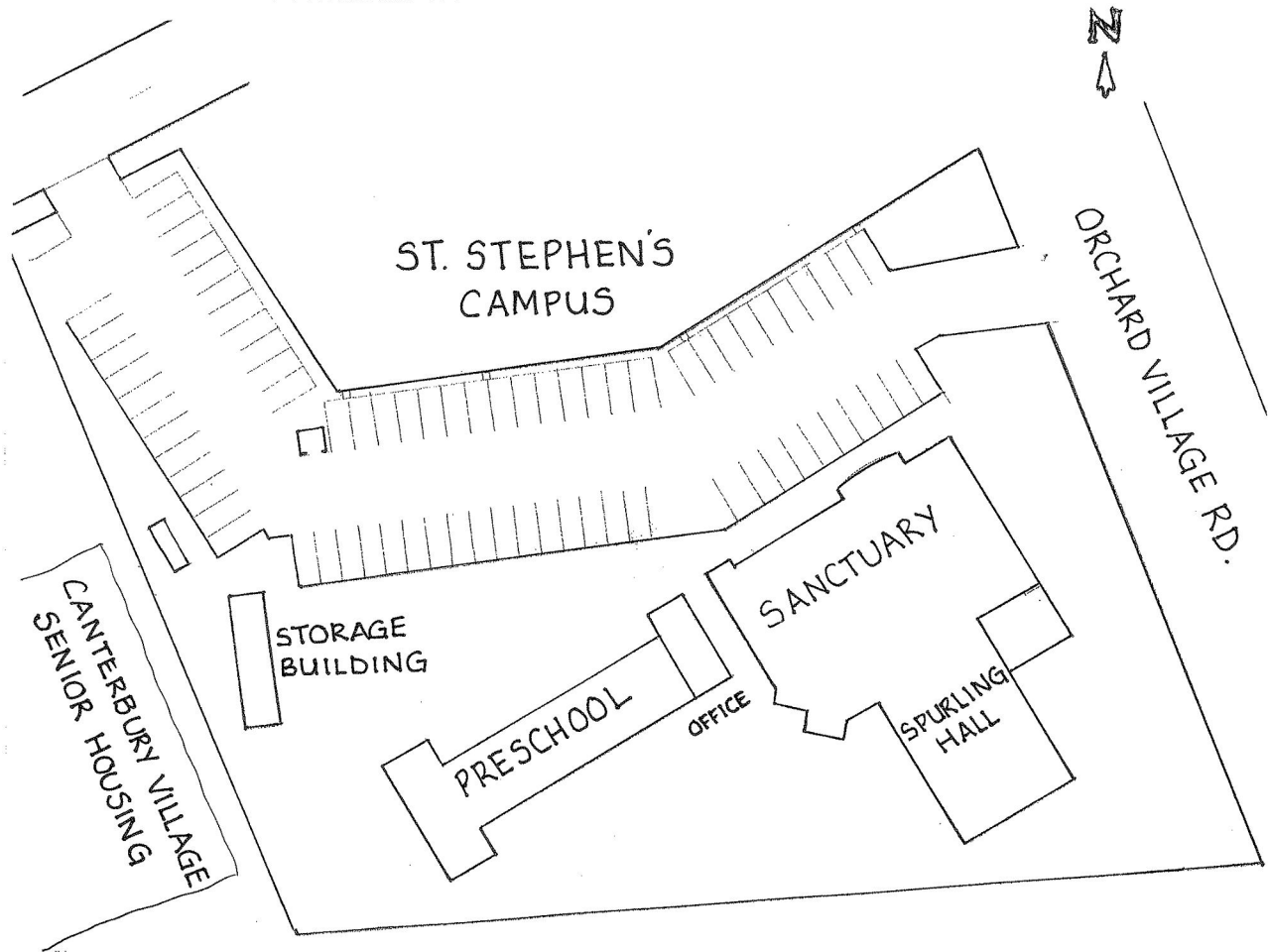
Over the years we have employed a variety of approaches to stewardship. Our hope is that the new rector will lead us to expanded and more productive models of stewardship.

Since becoming a parish we have become dependant on Preschool funds to meet our increased Mission Share Fund pledge. Our challenge is to increase pledges so that the church is not dependent on the Preschool for this extra funding.

ST. STEPHEN'S EPISCOPAL CHURCH SUMMARY OF 2011 BUDGET							
Notes	line	CATEGORY	TYPE ITEM	2009 ACTUAL	2010 BUDGET	2010 ACTUAL	2011 BUDGET
		<b>INCOME</b>					
	1	Pledge	members commitment to give	290,185	255,524	268,954	248,490
	2	Plate	other donations	37,298	34,000	38,080	32,000
	3	Parish Organizations	Preschool building use	78,002	53,700	50,400	50,400
	4	Other Income	outside organizations, fund raisers (Black & White Auction), interest	50,016	21,575	38,089	48,924
	5	Designated Income	from Preschool: 60% of sexton compensation; 25% of Asst. Priest compensation; insurance & debt payments	70,166	55,546	58,818	67,135
	6		<b>Total Income</b>	<b>525,668</b>	<b>420,345</b>	<b>454,342</b>	<b>446,949</b>
	7		<b>FROM DESIGNATED ACCOUNTS</b>	<b>73,477</b>	<b>0</b>	<b>25,674</b>	<b>0</b>
	8		<b>FROM RESERVES</b>	<b>0</b>	<b>0</b>	<b>17,000</b>	<b>0</b>
	9		<b>TOTAL INCOME</b>	<b>599,145</b>	<b>420,345</b>	<b>497,016</b>	<b>446,949</b>
		<b>EXPENSES</b>					
		<b>Salaries &amp; Benefits</b>					
(1)	10	Salaries	Priest, Staff and Sunday School	215,550	218,103	220,750	237,029
	11	Benefits	FICA, Pension, Med Ins, Disability Ins, Unemployment Ins, Workers comp	46,026	48,483	48,804	55,188
	12		<b>Total Salaries &amp; Benefits</b>	<b>261,576</b>	<b>266,586</b>	<b>269,554</b>	<b>292,217</b>
		<b>Outside the Parish</b>					
(4)	13	Diocese-Mission Share	10% Normal Operating Income 2011	31,570	43,776	43,776	37,981
	14	Diocese	Theological Ed	6,314	2,880	2,880	2,800
	15	National Church - ERD (0.7% p&p)	Millennium Development Goals (MDG)	2,210	2,016	2,016	1,960
	16	Local Outreach	Outreach & Discretionary Acct.	4,687	3,980	3,369	5,200
	17		<b>Total Outside the Parish</b>	<b>44,781</b>	<b>52,652</b>	<b>52,041</b>	<b>47,941</b>
		<b>Facilities Related</b>					
	18	Debt Service	loans	90,363	1,404	17,859	8,404
	19	General Maintenance		37,875	20,866	37,023	23,430
(2)	20	Insurance	Property & Liability	12,863	13,000	9,497	11,289
	21	Utilities		21,012	21,128	21,906	22,406
	22		<b>Total Facilities</b>	<b>162,112</b>	<b>56,398</b>	<b>86,284</b>	<b>65,529</b>
		<b>Parish Operations &amp; Programs</b>					
	23	Office & Operations	Operating Expenses	20,549	20,689	19,359	21,389
	24	Worship & Other Programs		5,799	4,723	4,291	3,723
	25	Christian Education	Sunday School, Adult Ed	2,911	3,400	4,080	3,600
	26	Clergy Sabbatical Expense		2,000	0	0	0
(3)	27	Search Expense		0	0	240	12,550
	28	Designated Expenses		15,124	15,896	14,820	0
	29		<b>Total operations</b>	<b>46,382</b>	<b>44,708</b>	<b>42,790</b>	<b>41,262</b>
	30		<b>Expenses</b>	<b>514,851</b>	<b>420,345</b>	<b>450,668</b>	<b>446,949</b>
	31		<b>TO DESIGNATED ACCOUNTS</b>	<b>71,231</b>	<b>0</b>	<b>20,847</b>	<b>0</b>
	32		<b>TO RESERVES</b>	<b>12,000</b>	<b>0</b>	<b>23,000</b>	<b>0</b>
	33		<b>TOTAL EXPENSES</b>	<b>598,082</b>	<b>420,345</b>	<b>494,516</b>	<b>446,949</b>
	34		<b>INCOME MINUS EXPENSE</b>	<b>1,063</b>	<b>0</b>	<b>2,500</b>	<b>0</b>
	35		<b>Bank Account Balance</b>	<b>44,555</b>		<b>47,056</b>	
	36		<b>Reserve Account Balance</b>	<b>54,000</b>		<b>60,000</b>	
<b>NOTES for 2011 budget</b>							
(1) SALARIES: 2% raise for Office Mgr, Sexton, Music Dir							
Pay for current rector 7 months, new rector 4 months, supply 1 month							
Added Assistant Priest							
(2) Property/Liability and Workers Comp insurance has been changed to Church Insurance (Episcopal Church Pension Fund)							
(3) Search Expense includes \$7,000 for Search Committee travel, etc & \$5,550 for relocation for new rector							
(4) MSF payment lowered to 10% NOI. The 2% reduction provided money for the Search Committee							
In January we sent a check for \$3,691 to the Diocese as a supplement to the budgeted MSF.							
The funds came from 2 elderly members who died and left us money. This brings MSF to 11% of NOI.							

# Facilities and Campus Development

The St. Stephen's campus sits on over 2 acres with three main buildings: the **sanctuary** (1998), **parish hall** (1969) and **office/school building** (1969). St. Stephen's does not own a rectory.



Our campus is used on a regular basis by the following outside groups:

- Living Faith Lutheran Church
- Vanguard University
- AA Groups
- Sierra Club
- Boy Scout Committees
- PFLAG
- Superkick Taekwondo

And at times by:

- UCLA for Blood Drives
- Safe Rides
- Destination Science (summers)
- AAUW
- Girl Scout Events

**Cleaning, maintenance and repairs** for the campus and buildings are provided by our sexton, a contract landscape service, and church volunteers on work days.

In 2005 we had a **feasibility study** done in order to explore our options for adding more square footage for a larger parish hall, additional meeting rooms, new office space and expansion of the preschool. The feasibility study helped us realize that we have limited space for building growth and the required additional parking. However, in working with the city it was determined that by maintaining the original parish hall footprint and with a creative design and proper funding we can improve and even expand our original buildings that were built in 1969.

**Our recent Focus Groups on Facilities and Campus Development show:**

- Buildings and grounds look very nice and that repairs and upgrades continue to be taken care of efficiently.
- Work days are a great idea, though scheduled days and types of work needed should be publicized well in advance so people will know what tools to bring, if necessary.
- More meeting spaces are needed, with better privacy. Moving a portable building onto the grounds for informal meetings was suggested.

**These groups expressed the hope that our new rector will be diligent in assuring the upkeep of this beautiful facility of which we are so proud. The rector will also need to shepherd the growth and development of our facilities and grounds in furtherance of our mission to be Christ for one another and the world.**

## Campus Pictures



MEMORIAL GARDEN WALL & SANCTUARY



SANCTUARY INTERIOR



CHOIR



THE REV. CANON LYNN JAY PEACE CHAPEL



MEMORIAL GARDEN



COURTYARD & SCHOOL BUILDING



PARISH HALL UPSTAIRS (LOUNGE)



LOUNGE INTERIOR



PARISH HALL



PARISH HALL FOUNTAIN GARDEN



PRESCHOOL CLASS ROOM



PRESCHOOL PLAYGROUND