



*Annual
Report
of the
Congregation*

Bethel Lutheran Church
January 25, 2004

"...that Christ may dwell in your hearts through faith..."

*Ken Anderson, Transition Lead Pastor
Rick Sherrill, Pastor of Congregational Life
Ken Bancroft, Pastor of Care & Visitation*

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Minutes of the June 8, 2003 Congregational Meeting

Bethel Lutheran Church, Cupertino, California

Minutes recorded by Davis Fields

Opening: Meeting called to order at 1:08pm. Pastor Jim provided a devotion on the topic of change, based on Romans 12:1-2.

Quorum: 101 members signed in for the meeting. (79 people were sufficient for a quorum.)

Minutes: Motion made and seconded to approve the minutes of the January 26, 2003 congregational meeting. Minutes approved.

Stewardship report: Peter Marshall gave a report on the results of our stewardship efforts. The economy is an obvious challenge, and we've also had people retire and/or leave the area during the last year. Right now we have on hand pledges for about \$742k, which appears consistent with our proposed budget. As of today, \$68,000 has been pledged toward the Visual Connection effort, and Peter is following up with the people who pledged but have not yet provided their gifts.

School report: School board president Jack Wedgwood made a school overview and budget presentation. He asked Alice Isaacson, school board member and school parent, to review the playground renovations now underway. She described how the preschool and elementary play structures are being replaced, in order to meet new safety requirements and provide the best play experiences for our school and church children. Two grants from the Packard Foundation made it possible to do this work without spending parents' tuition money. The equipment we replaced is going to a playground in Mexicali, Mexico.

Jack presented a school budget for the new fiscal year, showing income of \$1,720k and expenses of \$1,719k (with a surplus of \$584, this is essentially a break-even budget). As always, the budget assumes a certain level of enrollment, but so far our enrollment status is good. If it falls short by the time school begins, the school board will revisit and possibly revise its budget. The proposed budget includes funds for modest raises for our teachers and staff, but these will not be granted until enrollment is final. A motion to accept the school budget was made, seconded and passed by a vote of hands. Jack thanked the school board, including Sam Sudarsanam, Alice Isaacson, Ordetta Hovland, Bill Howard, Ted Yanak (recently retired from the school board) and Yvonne Waters.

President's report: Mark Evashenk discussed our financial situation, and the steps our leaders, ministry and staff have been taking to deal with continued economic weakness. He introduced the proposed budget for the fiscal year beginning on July 1 (the 2003-2004 fiscal year).

Financial report: Euo started with a projection for the current fiscal year, with projected income of \$845k, expenses of \$871k, resulting in an operating deficit of \$26k. May giving was especially weak, so the year-end situation is less favorable than recent projections had shown. There are still three Sundays during which giving could improve before the fiscal year ends.

For the 2003-2004 budget, he described several categories in which staff expenses are increasing, and others in which hours have been decreased. The total staff expense in the new budget is \$661k (flat from 2002-2003) and the total expenses are \$866k. With giving projected at \$852k, this budget requires (and includes) drawing \$14k from our reserves during this year.

He then described the capital projects we want to undertake in order to support our mission, including Visual Connection (projection capability for our sanctuary), sanctuary lighting, the Welcome Zone initiative and much-needed repairs to our parking lot. These costs add up to about \$308k. He outlined a proposal to refinance our current first mortgage, while at the same time increasing the loan amount in order to pay for prompt completion of the capital projects listed above. Our current mortgage has a monthly payment of \$3500. By refinancing at current rates and taking \$250k of cash out, our monthly mortgage payment would increase to about \$4400. The \$250k, minus some loan fees, added to about \$66k already pledged toward Visual Connection, brings us almost exactly to the project cost total shown above.

Motions: Mark presented two motions to the congregation for approval, one to refinance our mortgage as outlined above, and one to approve the proposed 2003-2004 budget. After two change motions were proposed and passed by the congregation, including one from Jack Wedgwood to change the loan increase amount from \$250k to \$400k, the motions read as follows:

Motion #1

To authorize the Council to refinance our existing loan and to increase by \$400k our current first mortgage for the purpose of proceeding immediately with capital projects to include: Visual Connection, Sanctuary Lighting, Welcome Zone, parking lot repairs, and other maintenance projects as deemed necessary.

Motion #2

The Council unanimously recommends a budget with an expense plan of \$866k, an income plan of \$850k, with a goal not to let the unrestricted cash balance fall below \$50k, and a budget review in January of 2004.

(The wording of these motions comes directly from the on-screen text that was modified during the meeting.)

The vote on the refinance/project motion was 53 yes, 45 no, 1 abstain. The motion to approve the 2003-2004 budget was passed unanimously by hand vote.

Constitution update: Dietrich Kuhlmann reported on recent updates to our constitution, bylaw and continuing resolutions documents. Minor updates were made since approval of the documents at the January congregational meeting. By unanimous hand vote, the congregation ratified the final documents.

Closing prayer by Pastor Jim.

Meeting adjourned at 3:22 pm.

Transition Pastor's Annual Report: January 2004

In his first letter, Paul tells the Christians of Corinth: ⁴ *I give thanks to my God always for you because of the grace of God that has been given you in Christ Jesus,* ⁵ *for in every way you have been enriched in him, in speech and knowledge of every kind--* ⁶ *just as the testimony of Christ has been strengthened among you--* ⁷ *so that you are not lacking in any spiritual gift as you wait for the revealing of our Lord Jesus Christ.* ⁸ *He will also strengthen you to the end, so that you may be blameless on the day of our Lord Jesus Christ.* ⁹ *God is faithful; by him you were called into the fellowship of his Son, Jesus Christ our Lord.* ¹⁰ *Now I appeal to you, brothers and sisters, by the name of our Lord Jesus Christ, that all of you be in agreement and that there be no divisions among you, but that you be united in the same mind and the same purpose.*

My wife, Rosie and I have greatly appreciated the love we have received here among our new Bethel family. Your support and graciousness has been important to us. Thank you! I have been blessed!

I have enjoyed getting to know and working with our music, office and support staff. Thank you to all of the volunteers who have worked hard and accomplished much. A special thank you to the other members of the program team; Pastor Rick, Pastor Ken, Tom and Norita, Kaye, and Laura, you have been a joy to work with. Thank you to Yvonne and School staff who have accomplished so much with the students and families teaching about Jesus.

Brief highlights since coming on board December 15, 2003:

- The Christmas Eve and Day Services were very special times of joy.
- Working with the lay leaders on Council and in various ministries.
- Working with Chuck Couchman, sharing the teaching ministry of Crossways.
- Working with Pastor Ken Bancroft supporting our Stephen Ministry.

Looking Ahead:

Over the coming months, I will be placing special emphasis in two areas:

- This spring, I will be leading a special stewardship program, including cottage meetings. Cottage meetings are a small gathering of 8-12 members in a home, for the purpose of learning about what stewardship is, and how we can respond to God's blessings. Also, there will be an opportunity to share about the financial goals for next year, and gathering feedback from the members of Bethel.
- Working to expand the cadre of persons who are lay leaders.

Thank you to the Staff, the Leaders, The People of Bethel Lutheran – your faith and commitment are a blessing!

Pastor Ken Anderson

2003 Annual Report – Pastor Rick Sherrill

“But this is the Lord’s reply: I would no more reject my people than I would change my laws of night and day, of earth and sky.” Jeremiah 33:25

The bottom line of Christianity is simply that God is faithful to us. Even when we decide to go our own way, he never rejects us. Even when we don’t know which way to go, he continues to point the way. Everything in our life can change – our jobs, our houses, our friends, our churches, even our health – but God never does. He loves us from our first breath to our last.

This truth has been immensely comforting to me as 2003 unfolded. This past year we have made tough decisions about our budget, refinanced our mortgage, undertaken ambitious renovation projects, learned how to use video in our sanctuary, continued the process of revamping our children’s and youth ministry and waved goodbye to our lead pastor. Through it all we have worked hard to be a more welcoming community.

Bethel’s greatest strength is also our greatest weakness. We care for one another so well that we have a tendency to become closed off to new people. My heart has been warmed numerous times in the past year when many of you have taken the initiative to invite and welcome new people to Bethel. In 2004 we will welcome a new lead pastor and many more new people. I urge you to open your homes, your hearts and your lives to them. We are in transition, but God remains faithful.

Here are my highlights of 2003:

- 40 sermons composed (28 preaching Sundays, 6 special services, 2 Wednesday Night Worships, 2 memorial services) – a total of 85 preaching opportunities
- Transition of confirmation/Junior High ministry into an integrated ministry
- Creation and implementation of Wednesday Night Youth Worship (with Tom Hoegel & Katlynn Hoegel)
- The beginning of the Visual Connection era and the stark realization that we have much to learn
- A high rate of growth in our children’s ministry, including a revamped 4th-6th grade program
- A wonderfully successful Vacation Bible School reaching over 175 kids and 45 adults/teenage workers
- Creation and implementation of the 1st annual Renewal of Marriage Vows Worship Service and Valentine’s Day Dinner
- Led 18 Junior High students and 3 adults on the Rock-N-Water summer camp
- Creation and leadership of worship services for Ash Wednesday, Maundy Thursday, Good Friday, Thanksgiving Day and Christmas Eve
- Planned and led 2 junior high weekend retreats
- An increased emphasis on school/church relations including numerous classroom visits
- Development and implementation of worship information protocol
- Provided increased support to the nominating committee, the church council and the executive committee during this time of transition

I am deeply thankful to Bethel for the support you have given me in 2003. Your kind words and definitive actions have helped keep our momentum going. I am especially thankful to the church council for making the bold decision to move forward with our welcome zone projects in the midst of Pastor Jim’s departure.

Here are some of my goals for 2004:

- Work with the Vacation Bible School leadership team to reorganize this year’s experience to include an upgraded 4-6th grade program led by a team from Mt. Cross
- Create a baptism information packet and an upgraded process for baptism counseling sessions
- Create an integrated wedding packet and upgrade Bethel’s profile in the community as a wedding destination so as to increase our ministry to younger people
- Begin to plan for a 3-week mission to Africa in the summer of 2005
- Create a junior high youth committee to help plan and lead events
- Continue to tweak our junior high ministry and 9th grade confirmation program
- Visit every Bethel School classroom at least 2 times
- Lead over 25 students on the Rock-N-Water summer camp
- Help plan and lead the “40 Days of Purpose” program in October and November
- Move Bethel to become a “teaching center” for the use of visuals in worship
- Welcome a new lead pastor and ease the transition to a new era at Bethel

Here’s to a year filled with the one-of-a-kind inspiration that comes from being in contact with Jesus Christ.

Annual Report of Pastor Ken Bancroft, Pastor of Care and Visitation, for the Year 2003

As this year has progressed I have come to see more and more that caring ministry is a ministry of the whole congregation. In other words, it is not only a function of pastoral care and of specific groups in the church, such as Stephen Ministers and Church Deacons, but it is a ministry of every member of Bethel as the Body of Christ in their care and concern for others, including family members, neighbors and friends, contacts at work and in the community and other members of Bethel. And members of Bethel are giving caring ministry all the time to people around them in quiet, unannounced, and faithful service.

It has become my goal this year to try and recognize and support these ministries that are taking place through all the members of Bethel as a natural expression of the love they have in Jesus Christ. We have just made a beginning in this as I have tried to give pastoral support to individual ministries that I have become aware of, in forming "Partners in Caring," in working with Stephen Ministry, and as we have begun to have educational forums that are also designed to give support to all of these ministries to others given by the members of Bethel. The first example of the educational support sessions was the forum we gave on the topic, "What do you say or do when?" to which all members were invited and to which over 20 members came.

Since my employment at Bethel as Care and Visitation Minister is part time, this year I have also developed the "Partners in Caring" ministry. Partners in Caring are volunteer members who help to supplement and extend the ministry of calling and visitation done by myself and the other pastors of Bethel. The volunteers are assigned people to call and visit, such as the elderly and shut-ins, in between the times of regular pastoral visits. The partners are assigned one individual or couple to visit on a continuing basis so that a meaningful relationship can develop. Besides supplementing the ministry of the pastors, this service also enables more contact and caring communication between members of the congregation as well as outreach to others. So far, ten members of Bethel are involved with "Partners in Caring," and they are all reaching out in caring ministry to others in Bethel and in the community.

It is our goal to train both Partners in Caring and some of the Bethel Deacons to become Lay Eucharistic Ministers (LEM's), bringing communion out to those who are unable to come to church services. And this coming year we plan to have an initial commissioning service of those trained to be LEM's. Following this, we will have a "sending out" each month of those who are currently going out to bring communion and support to people.

We will do this as a part of our regular Sunday services to help both the "LEMS" and the members of the congregation see and recognize this ministry of the eucharist as an extension of the congregation's communion worship, support and service.

Stephen Ministry is a program at Bethel where members are trained to give one to one care and support to others with specific needs. Stephen Ministry at Bethel has grown in the sense that nearly all of our Stephen Ministers now have care receivers assigned to them. A year ago only about half of the Stephen Ministers had assignments, while the others were waiting to be assigned. This growth in care receivers came about as we developed relationships with Sunny View Lutheran Home and with the Cupertino Senior Center. The chaplains of Sunny View and the social worker at the senior center refer people to us who can benefit by having a Stephen Minister. Also some people from Bethel have asked to have Stephen Ministers. Now, we have a shortage of Stephen Ministers (a much healthier situation), and plans are being made to have Stephen Ministry Training at Bethel again this coming year.

This has been a good year of pastoral ministry to members of Bethel and others. In 2003 I made 143 visits and, altogether, over 200 contacts with people including the elderly, shut-ins, those in the hospital, and others with special needs. In 2004, with God's help, it is my goal to encourage and support the expansion of lay caring ministry at Bethel while I continue to provide pastoral care to all who need this kind of support.

Pastor Ken Bancroft

Bethel Lutheran Church Staff January 2004

Transition Lead Pastor	Ken Anderson	x109
Pastor of Congregational Life	Rick Sherrill	x108
Pastor of Care and Visitation	Kenneth Bancroft	
Pastor of Visitation	Erwin Walz	
Ministry Facilitator	Kaye Kuhlmann	x111
Co-Director of Music	Norita Hoegel	x107
Co-Director of Music	Barbary Grant	
Handbell Choir Director-	Carol Hooper	
Celebration Choir Accompanist	Michelle Burke	
Sanctuary Choir Accompanist	Joe Howard	
Youth Director	Tom Hoegel	x113
Youth Assistants	David Emmert, Davy Fields. Debbie Johnson. LaRissa Pierson	youth line x114
Children's Ministry Coordinator	Laura Leonard	
School Principal	Yvonne Waters	x101
School Registrar	Cindy Arnett	x102
School Bookkeeper	Theresa Bailin	x118
Parish Administrator	Joan Christensen	x105
Church Bookkeeper	Carol Mahoney	x106
Receptionist	Pam Gruba	x100
Publications Specialist	Mark Weber-	x103
Facilities Supervisor	Eugene Palmer	x104
Facilities Assistant	David Sandwisch	x115

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**MINISTRY FACILITATOR
ANNUAL REPORT
Kaye I. Kuhlmann, Associate In Ministry**

2003 was an exciting and challenging year for me as your Ministry Facilitator. My Ministry position changed to emphasize Senior Ministry and Evangelism as my main focus. Together with Pastor Jim we set the six following goals for this year, which would fulfill my call.

Goal 1: Coordinate the Senior Ministry

1. Transition Evergreen Ministry from Fellowship to Discipleship Ministry with emphasis of encouraging faith and spiritual growth through interactive programs. Thanks to Carol Olson, May Hedling, Dolores Koser, Ruth Wall, and Helen Smith for making the transition so successful with an enriched fellowship time with their gift of hospitality.
2. Coordinate programs 2 times each month using resources from our congregation, community and the Center for Gerontology, Spirituality and Faith. A series of four sessions on the "Art of Faithful Aging" was received with kudos.
3. Develop a process that encourages participants to tell their faith-life story as an audiovisual legacy. Thanks to Zelda Pennock and Iona Thorpe for their willingness to share their life story with us.
4. Identify and enlist persons with specific gifts to form an audiovisual team to interview, scan pictures, tape, record and edit the faith-life story. Thanks to Joan Muston, Jim Fields, Marilyn Cords and David Sandwisch for their great productions.

Goal 2: Develop and Coordinate a system for moving visitors into partners in mission membership.

1. Developed a system for tracking visitors and provide a follow-up team. Thanks to Pam Gruba for keeping the computer data current and to David Deeth, Peter Marshall, and Sam Sudarsanam for making weekly phone follow-up calls.
2. Assist in developing new partners in mission classes that would incorporate Discovery and council members with ministry team chair involvement. The opportunity for this program was offered 3 times in 2003.
3. Coordinated the teaching team for the partners in mission classes. Thanks go to Chris Christensen and David Denny for their exceptional teaching gifts.

Goal 3: Develop and implemented a Discovery Seminar for High School Youth Common Ground.

1. Encourage Common Ground sponsors to participate in Discovery Sessions
2. Six interactive Discovery sessions were written in the language of youth today with help from Mary Fields and used in the small group time.
3. Common Ground Retreat on May 31 had a 3 hour Discovery Session with spiritual gifts inventory.

Goal 4: Continue to coordinate the Network Process as time permits.

1. Provide Network discovery through the partners in mission membership session. This opportunity was provided 3 times in 2003.
2. Be a resource to Nominating Committee and Ministry Teams with Discovery information.

Goal 5: Be an active, supportive member of the Bethel's staff, council and ministry team by sharing perceptions, experiences and resources and honoring the shared wisdom of the Team.

Goal 6: Continue to pray for God's grace for Bethel's mission, leadership and congregation.

Parish Administrator - Joan Christensen

2003 again brought many changes to Bethel as we said goodbye to our Lead Pastor, began major projects, managed finances carefully, and strived to maintain staff support for ministry through reduced budgets.

Finance

It has been a year of challenges as we continued to operate with a budget which has decreased by over \$100,000 in two years. We faced reductions in staff hours in July, and I thank our staff for staying on and working extra hard in fewer hours. Thanks also to the volunteers who have stepped in to fill some of the needs. Our Audit committee was new this year, and they put in many hours coming up to speed on Bethel's finances in order to provide a review of our financial procedures and reporting. Thanks to Susan Horvath, David Lofgren and Tom Woodell for all their hard work. Carol Mahoney has expanded her role to include benefits coordination and brings a wonderful attention to detail to all she does. And many thanks also to Liz Tribby, Brad Martinson and Dee Peterson for keeping our contributions recorded accurately.

Communication

Our web site, www.bethelcupertino.org is undergoing dramatic changes, with a new home page design in place, and more design changes under way. Thanks to Mary Wedgwood for the design work, and our retiring webmaster, Tom Barbaro, for coordinating the team's efforts for several years. Davis Fields continues to work with our ongoing team members, Dave Arnold, Chris Christensen and David Morris. The web-based calendar allows for ministry leaders to enter information directly to Bethel's central calendar and provides instant lookup from any internet connection.

Mark Weberg, our Publications Specialists, took on new responsibilities this year with the start of Visual Connection in the Sanctuary. He provides the on-screen versions of service information, and has also provided visual support for special events and memorial services since the system was put in place in October. He is currently training volunteers to operate the system on Sunday mornings. Mark also took on additional office responsibilities with our staff reductions.

We continued to improve our communication through appropriate policies and procedures, including an updated Employee Handbook.

Staffing

Pam Gruba, our receptionist, moved to mornings only when we reduced staff hours. She continues to fit in many support functions. I am so thankful for the many volunteers who work in support areas throughout the year. Many thanks to Vivian Walz for keeping our membership records accurate and updated, Liz Tribby and Brad Martinson for maintaining our office computer systems, Janice Martinson, Carol Elland and Donna Kuester for keeping attendance records, Merle Sandwisch, Conrad Bracklein and Virginia and Richard Whitlock for their faithful help with mailings, and to Dee Peterson and Lois Brouillette for help covering the reception desk.

Facilities

Our facility is undergoing some major upgrades through our Welcome Zone projects. Tom Hoegel, Dietrich Kuhlmann, Ed and Karen Fox and the rest of the Welcome Zone team, along with Facilities Supervisor Gene Palmer and Assistant David Sandwisch, have put in many hours planning and coordinating projects. Our "Men of Monday" Maintenance Team, including Vern Bolleson, John Liming, Tom Cole, Bob Misch and Bill Weberg, have provided wonderful support to facilities projects. Tom Hoegel, Sr. was a wonderful member of this team and is dearly missed. Liz Barton has continued her work on maintaining our grounds and coordinating outside workdays.

2004 will be an exciting year as we more fully implement the Visual Connection, continue to welcome new people to Bethel and reach out in new ways to our community. I am thankful to work to support the many talented and creative people at Bethel who strive to serve our Lord through this place.

2003 Annual Report by Tom Hoegel - “WELCOME ZONE” . . . not just another silly program

I'm excited to report to you about the areas I manage under my job description: **Youth Director, Welcome Zone Manager, and AV / Tech Director**. As many of you know, I am entering my **20th year as full-time Youth Director** here at Bethel Lutheran Church. I will be celebrating my 20th anniversary this coming December and once again would like to share my thanks for the privilege of serving God through this congregation. For many years I have also coordinated the AV efforts of our church and this past fall, these responsibilities were added to my primary task of my job description. Also added to my job was the role of Welcome Zone Manager. Let me tell you a bit about all three.

My calling as your **Youth Director is my greatest passion** here at Bethel. I love working with our Sr High Youth and families. To see how God is working in these lives continues to inspire and move me. This past year, we did many great events, did a lot of service, studied, talked, prayed, laughed, and worshiped. A couple of the highlights included the Common Ground Tour to Canada, our Mission to Mexico work trip, attending the ELCA National Youth Gathering in Atlanta, and a great waterski trip up in Orland. We also completed the transition to having Pastor Rick shepherd the Jr High Youth Group and Laura is going great guns with the Kid Connection bunch. Bethel has an awesome youth group: As we minister to 4th graders all the way through college age, families and single adults, this is truly a place where “people are accepted for who they are, not necessarily just for who they should be.” Our Youth Group Mission Statement: “Love Like Jesus: To Provide a place where youth are loved and accepted with Jesus as our example.”

Probably one of my greatest Youth Group Highlights is the kickoff of **Wednesday Night Worship**. Pastor Rick and I got together and decided to begin a worship service the first Wednesday of each month geared to Jr High through College age. The style is similar to “The House” and is getting great reviews from youth and adults alike. I'm also proud to have my daughter Katlynn heading up the band for these services. If you're interested in checking one out, please come around. The spirit is really moving in and around Torvend Hall on these nights.

If you've been paying attention, you should be totally up to speed on the **Welcome Zone Projects**. If not, make sure to check for the weekly updates in the bulletin and Bethel Website. It has been a great challenge to coordinate these projects and I'm thankful for the chance to lead a great team in fulfilling the wishes of the congregation. As I've mentioned to many of you, I was hesitant about leading this project with such a small margin of approval at last year's June Congregational Meeting. But, it was the desire of the congregation, and as we've progressed through the year, I have seen a lot of growth in members of our church, plus I think we've made some serious progress at taking care of our facilities (its been a long time coming).

The other area I'm excited about developing further is the **AV/Tech Leader Role**. We have a great group of volunteers here at Bethel and so many wonderful programs to support. If you are interested in being part of the tech team, make sure and contact me. I think you'll like it.

Bethel is a profoundly caring community. Thank you for supporting me and my family in the death of my dad. He was a great man and a super inspiration to myself and many others. May we all continue to pray for God's guidance as we strive to make this the caring community we're called to be.

Once again, we have a great youth ministry team, an awesome youth group, and a great bunch of volunteers. On behalf of our Children's Ministry Director, Laura Leonard - our Jr High Youth Staff led by Pastor Rick - our Common Ground Director, Norita Hoegel - our Peer Ministers, Erika Arnold, Macie Klumper, Jeanna Rogerson, David Emmert, Davy Fields, Debbie Johnson, and LaRissa Pierson - our Youth Ministry Chairperson, Andrea Teed - and our Welcome Zone staff, Paul Baldwin, Liz Barton, Mike Bruner, Joan Christensen, Ed & Karen Fox, Dietrich Kuhlmann, Carol Mahoney, Euo Menezes and our many, many other volunteer staff, thanks for giving us the chance to serve another year.

In Jesus' Service, Tom Hoegel

Welcome Zone Projected Budgets

For the January 2004 Congregational Meeting

1. PARKING CONNECTION	\$ 84,000.00
2. STRUCTURAL CONNECTION - Beam, Roof, Rot, etc	\$ 14,500.00
3. PEOPLE CONNECTION – Front Landscaping & Lighting	\$ 18,385.00
4. VISUAL CONNECTION	
A. Video	\$ 101,221.43
B. Electrical	\$ 187,513.00
C. Window Shading	\$ 7,325.00
D. Lighting Design	\$8,275.66
E. Contingency	\$ 1,000.00
F. Extra Projects	\$1,612.56
1. Sanctuary Plants \$ 584.36	
2. Library / Hallway Carpeting \$ 1,028.20	
5. LOAN FEES & INTEREST	\$ 8,422.82
6. VOLUNTEER CARE – Food, Parking Tickets, etc	\$ 800.00
<u>MAX ESTIMATED TOTAL COST OF ALL PROJECTS</u>	<u>\$ 433,055.47</u>

SIGNIFICANT ITEMS TO PLAN FOR THE NEAR FUTURE

1. Parking Connection - \$5,000 to apply sealant and re-stripe in spring 2004 (inc. Parking Connection Budget above. Then set aside \$1,000 per year in order to continue appropriate maintenance program every 5 years).
2. Structural Connection – Set aside \$20,000 to \$25,000 per year for the next 4 or 5 years to re-roof the sanctuary at that time. Also possible additional funds needed to fix beam and leaks (will know this info in the coming weeks).

CREATIVE FUNDING:

We desire to get approximately \$10,000 in funding support for this budget by encouraging the congregation to give designated funds to purchase plants, trees, light fixtures, and pavers for the People Connection Project. We already have some significant partnering – make sure you get a chance to participate as well: Sign up on the board in the Narthex (Lobby).

REMEMBER: The Welcome Zone is the Congregation’s desire to be good stewards of the physical resources God has given us as well as the articulation of Bethel’s Mission to reach more people with the Gospel. Your Welcome Zone Team has worked diligently to manage these projects over the past 6 months and is committed to seeing the work through to the end. PEACE AND WELCOME!

Bethel Lutheran Church 2003

Council members

President	Mark Evashenk
Vice-President	Dave Tribby
Communications	Davis Fields
Financial Officer	Euo Menezes
School Board Chair	Jack Wedgwood
Ministry Team Chair	Robyn Winegardner
Human Resources Advisor	Dave Klinger
Project Management Advisor	Rich Pierson
Member At-Large	Rosemarie Reichard
Member At-Large	Donna Kuester

Ministry Team Leaders

Buildings & Grounds	Dietrich Kuhlmann
Children's Ministry	Marion Abney
Community Life	Chris Schroeder
Discipleship	open
Evangelism	Sam Sudarsanam
Mission Outreach	Lois Brouillette
Stewardship	open
Worship & Music	Barbara Morris
Youth	Andrea Teed

January 25, 2004

President's Report

This past year Bethel experienced two major changes. One was Pastor Jim moving on to another congregation. Bethel was blessed to have Pastor Jim as associate as well as lead pastor. Our loss is certainly the gain for Tanque Verde in Tucson Arizona. We were blessed that within 2 months of Pastor Jim's departure, Pastor Ken Andersen joined us as transition lead pastor. Pastor Ken's passions are teaching, evangelism and stewardship. If you have not already done so please introduce yourself to Pastor Ken.

I'm sure you join me in thanking Pastor Rick for all his extra work and the responsibilities he assumed in the 2 months between Pastor Jim's departure and Pastor Ken's arrival. Pastor Rick of course had the support of a great Bethel staff and of course, the Bethel congregation.

At the Spring 2003 leadership retreat, the focus was on welcoming. Pastor Jim had been challenging this congregation to be more welcoming and to realize that this community of faith is meant to serve those not yet in our community. Bethel is an incredibly supportive place to its members. Our challenge is to maintain that spirit and yet also turn that spirit to the community outside Bethel.

You have now seen many of the physical changes to our facilities: the repaved parking lot, improved sanctuary lighting, video projection capabilities and the start of the outside landscaping. I would like to thank all who worked to make these changes a reality. We all need to continue to support these physical changes as well as the internal-personal change.

While there are signs that the local economy is improving, the council continues to be closely monitoring giving and spending. As was true last year, this has been a tough year financially.

In closing, I want to thank everyone for their support of the staff and leadership of Bethel. I have been personally encouraged by your prayers and words of encouragement. I know first hand the importance of a simple "thanks for your time and effort". I would ask that everyone let the council and ministry leads know your thoughts, hopes and concerns.

I strongly encourage every member to find an opportunity to serve Sunday morning as well as find a small group to join. The opportunities for Sunday morning service are numerous and open to all. I know you will be blessed and find amazing fellowship, support and spiritual growth by being part of a small group.

I want to thank the individuals who are finishing their current Council or Ministry terms: Dave Tribby vice-president, Rosemarie Reichard council member-at-large, Marion Abney children's ministry, Nick and Cindy Arnett discipleship, and Peter Marshall stewardship.

That Christ may dwell in your heart through faith.

Mark Evashenk

Mission Outreach Ministry Annual Report – January 2004

We've had a busy year, with many outreach and volunteer opportunities, and some ministry changes as well. Read on for a recapitulation of 2003:

The ministry team to the **Children's Shelter** held their final worship service in July. The team, headed by **Carol Palmer**, has faithfully served abused, abandoned and neglected children of Santa Clara County for the past 7 years. Internal problems at the Children's Shelter during the past year forced administrators to make the painful decision to disallow volunteer groups, including church groups, to continue to visit. We would like to thank Carol for her many years of leading the team at the shelter.

A smaller crowd turned out for the 26th Annual South Bay **Crop Walk** on Sunday April 13th, but this was due in part to rain and the fact that it was Palm Sunday. Still, Bethel raised \$1,742.00 for Church World Service programs for the hungry. Crop Walk will be held this year on **Sunday May 2nd at 1:00 p.m.**, starting at Lincoln High School in the Rosegarden area of San Jose.

On Feb. 15th, Bethel hosted a dinner at the Sunnyvale Armory for the **Emergency Housing Consortium**. EHC opens the armory during the cold winter months to accommodate homeless men and women, offering dinner and a warm place to sleep and shower. We are scheduled to serve dinner this year on **Sat. Feb. 14th** (Valentine's Day) and **Sat. Mar. 13th**.

We were unable to schedule a weekend workday with **Habitat for Humanity** in 2003. Habitat broke ground in October for three new homes to be built in Santa Clara in 2004, so with a little luck, we will be assigned a day on their calendar sometime this spring or summer. Watch the bulletin for sign-ups.

Bethel participated in **Help One Child's** second annual walkathon in downtown Los Altos on July 26th. Money was raised for programs that support H.O.C.'s foster families. Bethel volunteers also helped out with crafts at Help One Child's holiday party for foster children and their families on Sat. Dec. 6th.

The ministry team to **Juvenile Hall** continues to conduct worship services for incarcerated youth the second Sunday of every other month (beginning in January.) We would like to thank **Clayton Johnson** for his faithful service in leading this group for the last 7 years. Clayton would like to see this ministry continue, and has hopes to expand his team. Please call Clayton for more information.

Tom Hoegel led two groups in 2003 on a **Mission to Mexico**, to work with Esperanza to build houses for needy families living in Tijuana. The youth group left on April 21st for a week of work, sweat and fun. The adult group traveled on Sept. 25th for three intense days with a cement mixer. **This year, the youth trip is scheduled for April 17th – 21st**, and the adult trip will be in late Sept. or early Oct. Contact Tom to be part of this amazing outreach.

Bethel has long been associated with The **Lord's Pantry** located at Gloria Dei Lutheran Church in South San Jose. In addition to donating canned goods on a weekly basis, we also held a Turkey Drive for them on Mon. Dec. 15th. Our most special thanks to **Bill and Marion Francis**, who led this ministry and delivered countless bags of groceries to the pantry over many years. Thanks, too, to **Lois Eid**, for coordinating a new group of volunteers for 2004.

Carol Hildebrand continues to collect Campbell and Betty Crocker labels for the **Navajo Evangelical Lutheran Mission** in Arizona. In 2003, Carol was able to send 1600 labels to the mission for purchasing educational materials and playground equipment. Carol also collects canceled stamps to send to Bethphage, a facility for handicapped people in Nebraska. Soup labels and stamps can be dropped off in the Fireside Room. Many thanks to Carol for her ten years of service.

A group of humans and their best friends continue to visit Sunny View Lutheran Home twice per month as part of **Pet Assisted Therapy**. This spirited group brings joy into the lives of many older adults in assisted living and nursing care. Although this assembly is going strong, volunteers from Bethel are still needed. If you would like to become part of this mission to “lick” loneliness, contact Carol Hooper.

Bethel **Quilters** created 164 quilts in 2003 (up from 139 in 2002), some of which were distributed locally, while the balance was mailed to Lutheran World Relief. You’ll find anywhere from 12 to 17 talented Bethel women each Monday morning in the Fireside Room, working to produce these beautiful quilts.

We continue to be very active at the **San Jose Family Shelter**. In 2003, we provided six breakfasts and three dinners. The shelter asked us to organize a Turkey Drive for them again this year, so they in turn could offer a Thanksgiving dinner for past residents. This was held on Nov. 17th, and we collected 20 turkeys. In December, **Alice Isaacson** approached Thrivent Financial for Lutherans for funding to buy Christmas presents for residents of the shelter. With \$800.00* in hand, Bethel School’s 5th and 6th grade class shopped at Target for gifts, and also traveled to the shelter to help decorate for Christmas. **This year, breakfasts will be held on Feb. 15th, Apr. 18th, Jun. 20th (Father’s Day), Aug. 15th, Oct. 17th, and Dec. 19th.** Look for bulletin announcements for sign-up info.

(*Please note that Alice procured another \$800.00 from Thrivent to buy Christmas presents for children served by the Lord’s Pantry.)

The annual **Junque Sale** to benefit **Sunnyvale FISH** was held on Saturday Nov. 1st at St. John’s Lutheran in Sunnyvale. Bethel volunteers donated, sorted, priced, checked out, rang up, boxed and bagged upscale “junque” from 9 a.m. to 4 p.m. If you weren’t part of the 2003 extravaganza, make a note to stop by **this year on Saturday Nov. 6th** (same bat time.)

The **Ten Thousand Villages** holiday sale on Nov. 22nd and 23rd was a resounding success. Fair trade items from countries all over the world were sold, providing income to artisans and farmers, and beautiful Christmas gifts to our friends and families. Over \$2000.00 was collected for Ten Thousand Villages. Thanks to everyone who shopped and made this achievement possible.

Our next **Mission Outreach Ministry meeting** will take place on **Mon. Feb. 2nd at 7:30 p.m.** Please join us for a relaxing evening of drinking tea, eating cookies, chatting and planning for 2004 (yes, in that order.) We welcome your thoughts, ideas, notions, impressions, opinions, and input (especially if the latter includes anything chocolate.)

Your Mission Outreach Ministry committee,
Lois Brouillette, chair
Ed Fox
Dale Jones
Jackie Jones

Children's Ministry Programs 2003-2004

All of Bethel's Children's Ministry programs offer different opportunities for children, Newborn - 6th grade. Here are the areas we are proud as a church to offer this year.

Sunday Morning/ "Kid Connection":

Nursery Care:	Newborns - 18 months old
Preschool:	"Little Lambs": 18 month - 36 months old "Sonbeams": 3 and 4 years old
Elementary:	"Faith Followers": Jr. Kindergarten - 1st Grade "Brave Believers": 2nd - 3rd Grade "Christ Crusaders": 4th - 5th Grade "Jr. Teen Mentors": 6th Grade

Special Groups/Special Events:

Cradle Roll:	Newborn – 3 years old
Family Events:	For families with children 3 years old - 6th Grade
G.O.T.C.H.A.:	Children in 4th - 6th Grade
Jr. Teen Mentors:	6th Graders
V.B.S.:	Children 4 years old - 6th Grade

What is Kid Connection?

Kid Connection is Bethel's Sunday morning children's ministry program for children 18 months old to 6th grade. It is a place where children grow up learning to love God, are actively serving His purposes, and are in the process of growing to honor God in all areas of their lives.

What is happening this year?

Preschool Area: We will be focusing on the a variety of Bible stories and songs in the preschool program, which shares the love of Christ with each child.

Little Lambs: 18 months -36 months old
Sonbeams: 3 and 4 years old

Our Kid Connection preschool program is divided into two different classes. The "Little Lambs" and the "Sonbeams". In each class students will be introduced to a Bible lesson in a large group setting. Then they will have a singing time, snack time and an activity that goes with the day's lesson. We believe that the child will leave each week knowing God loves and cares for them.

Elementary Area: We will be focusing on "Doing Life with God in the Picture" and the "5" G's in the elementary program, which guides believers toward growing into Christ-likeness and becoming fully devoted followers of Christ.

Faith Followers: Jr. Kindergarten - 1st Grade
Brave Believers: 2nd - 3rd Grade
Christ Crusaders: 4th - 5th Grade
Jr. Teen Mentors: 6th Grade

Offering:

We are collecting our offering this year to support Kurt & Karyn Morrill in France. Kurt and Karyn are serving the college student population there.

What are the "5" G's?

Grace: We want kids to accept the gift of grace (Salvation) and extend grace to others.
(Evangelism)

Growth: We want kids to grow in knowledge of God and His purposes, grow in understanding of how God's purposes include a plan for each of them, and grow in character, being transformed from the inside out by the power of Christ.

Group: We want kids to experience friendships in a community where they can know and be known, love and be loved, serve and be served, celebrate and be celebrated.

Gifts: We want kids to explore how God has created them and how they can serve others with the talents they have.

Good Stewardship: We want kids to develop hearts that recognize that all they have belongs to God and desire to use their resources and time for His purposes.

We at Kid Connection believe that by teaching and modeling the "5" G's throughout the curriculum, we hope to partner with each parent in helping to raise children who are growing toward full devotion to Christ, and who can meet the immense challenge their generation faces in the world around us.

Each Sunday from September 14th through May 23rd, the children at Kid Connection will explore various aspects of the "5" G's as they learn and apply the Bible stories to their everyday lives. The children will be challenged to think about how they can "Do Life with God in the Picture."

Who are the wonderful Teachers and Mentors who are helping this year at "Kid Connection"?

Nursery: Newborn - 18 months old:

Christina Hill, Lisa Read, & Melina Tulshibagwale

Little Lambs: 18 months - 36 months old:

Maria Rehbein, Jen Rowen, Vonny Kleveland, & Cara Hedgecock

Sonbeams: 3 and 4 year olds:

Andrea and Dennis Reak

Faith Followers: Jr. Kindergarten - 1st Grade:

Vicki Bohan, Taryn Maloney, Kryssie Mingst, & Lori Sellers

Brave Believers: 2nd - 3rd Grade:

Minnie Sudarsanam, Cassandra Messner, Ruth Seyer, & Christine Lutke

Christ Crusaders: 4th - 5th Grade:

Eric Messner, Patrice Sera, Beth Dabagian, Deirdre Lum, & Audrey Ostrowski-Gallagher

Adult Mentors: 6th Grade:

Marianne Nadell, Vicki Bohan, Taryn Maloney, Kryssie Mingst, & Lori Sellers

6th graders / Jr. Teen Mentors:

Kimmy Sanchez, Patrick Kelly, Kristen Bryson, Lindsay Bryson, Shannon Maloney, Alexandra Nadell, Linnea Pierson, Derek Booth, Amber Myerholtz, & Grace Erhardt

What is a Jr. Teen Mentor?:

A Jr. Teen Mentor helps by supporting Bethel's Children's Ministry program, "Kid Connection", by being Courteous, Loyal, Respectful, Shows Perseverance, Demonstrates Integrity, Has Self-Control, and Demonstrate Discipleship to those around them through the "5"G's. They are mentors and buddies to the Jr. Kindergarten - 1st graders and they help plan our G.O.T.C.H.A events.

What is G.O.T.C.H.A.?

Bethel Lutheran Church's new 4th-6th grade youth program. G.O.T.C.H.A. stands for Growing, Outward, Through, Christ in, His, Awesomeness. G.O.T.C.H.A. balances social, spiritual, and outreach to others with Christ as its center. G.O.T.C.H.A. is a place where children are fed the Word and taught how to apply God's truths to their everyday life in fun and exciting ways.

Upcoming Events:

February:27-28	Lock In at Bethel	7:00pm - 9:00am
March:20th	Family Dinner/Movie Night	5:30pm - 9:30pm
April:25th	Laser Quest	12:30pm - 4:00pm
May: 23rd	Family Carnival	12:15pm - 3:00pm
June: 12th	Pool & Pizza Party	11:00am - 4:00pm

What are Family Events?

Families are important to Bethel. We know in today's world it is sometimes hard to find quality time with your family in a Christian setting. This year, Bethel has created some wonderful opportunities for families to get together with other families from our church and school community, to fellowship and grow closer to God and His purpose for our lives.

Events this year include:

December 7th: Family Ice Skating Day at Vallco
(We had over 100 people join us for ice skating this year.)

Coming Up ...

March 20th:	"Dinner and a Movie" Night at Bethel	5:30 - 9:30pm
May 23rd:	Family Carnival at Bethel	12:15 - 3:00pm

What is Cradle Roll?

Cradle Roll is a program that gives "new" parents Christian resources and parenting tips on how to enrich their "new" babies life through Christ. New parents will receive the "Christian" parents monthly newsletter and various teaching tools that can be used during the first three years of their child's life.

What is V.B.S.?

V.B.S. stands for Vacation Bible School. Vacation Bible School is our one week program in the Summer where children can bring their friends to learn about Jesus and experience his great love for them. This year V.B.S. will be in July. Mark those calendars for the week of July 26th-30th. We always need help, so come out and support our children by helping in some way. Big or small, we love it all!

Much thanks and "Big" hugs to everyone this year! Please continue to pray for our many ministries that help spread Christ's eternal love to our children.

Laura M. Leonard
Children's Ministry Coordinator

WORSHIP AND MUSIC

A year ago, when I began my tenure as worship and music chair, I felt a bit like Socrates, who said "...all I know is that I know nothing." This is my first time as a ministry lead, and I have had the great good fortune of being mentored and encouraged by many people. Some of the more important things I've learned this year are:

- it takes a lot of people to create worship services to fulfill Bethel's mission statement, which begins with "invite and welcome people into a relationship with God." Some new "inviting and welcoming" steps that have been undertaken this year are the Welcome Zone, the installation of the video system, and the Sunday morning three-minute rule (spend the first three minutes after the service on Sunday talking with someone you don't know).
- Bethel was fortunate to welcome Barbary Grant this year, who has been a wonderful addition to our many talented musicians, both staff and volunteer. When you find your worship experience enriched by music, give thanks to God for guiding our musicians, and that they are open to His leading.
- whatever your talent, there is an opportunity for you to use it at Bethel. We can, and should, respond to God's grace with service and, in so doing, find ourselves drawn into a closer relationship with Jesus Christ, who was also a servant.

My goals for the worship and music ministry for 2004 include:

- four meetings (on February 3, May 4, August 3, and November 2) to discuss worship and provide an opportunity for all the worship and music groups to gather and share ideas.
- encourage more members to become involved in the support of worship and music at Bethel. People often may not volunteer because they don't know what needs to be done, or may think they have no useful skills, or don't want to make a long-term commitment. Over the next year, I will put occasional "advertisements" in the bulletin and Bethel Beat regarding opportunities for long-term, short-term, and one-time commitments; please read them and consider jumping in.

Thank you to those who lead the altar guild, the ushers, and the lectors, for the wonderful support they provide for worship. Thank you to Doreen Baldwin who, with her own team of volunteers, enhances worship on church holidays with her beautiful decorations. Finally, thank you to Robyn Winegardner, for her efforts in equipping all ministry leads to carry out Bethel's mission to "care for and serve others by the power of the Holy Spirit."

In His service,
Barbara Morris

Evangelism Ministry
Report by Sam Sudarsanam
January 2004

“Therefore make disciples of all nations...” Matthew 28:19

Bethel’s mission is to prayerfully: Invite and Welcome people into a relationship with God, GROW & EQUIP one another as devoted followers of Jesus Christ, and CARE FOR & SERVE others by the power of the Holy Spirit.”

We thank all of the people who have embraced this mission and took the action to grow, invite, welcome, and serve this year.

The Evangelism Ministry at Bethel made it a priority in 2003 to focus on the following areas:

Invite and Welcome

Visitor Follow-up

Continuing efforts have been made to welcome visitors at the Sunday services and follow-up quickly with a personal contact. Kaye Kuhlmann, our Associate In Ministry and Evangelism Ministry team member developed a process that includes guidelines for an introductory call and a tracking system by which information is updated. A set of Bethel volunteers used this process to contact visitors. Our special thanks to the following folks:

- Dave Deeth
- Tom Cole
- Peter Marshall

Bethel Lutheran School Families

Families who do not have a home church have been invited to our church with special letters of welcome. All Bethel Lutheran School families are invited to special events as they occur.

Hope for the Holidays

The Evangelism team joined the Worship and Music and Children’s Ministry teams to organize the “Hope for the Holidays” program. This event was designed to invite and welcome folks in our neighborhood. This holiday afternoon included ice-skating, a puppet show, and a Christmas music program. It was a successful outreach activity and we have received positive feedback from those who participated. In fact, it was suggested that this be scheduled as an annual event!

Cupertino Community Easter Egg Hunt

The Evangelism team helped plan this event in conjunction with Abundant Life Church, Home of Christ (a predominantly Asian congregation), and Child Evangelism Fellowship. It was a good experience to work in fellowship with these Christian churches in our community to spread the Good News of Christ.

Welcome

This ministry has been led by Chuck and Cathy Couchman to organize our welcome ministry. First impressions of our church community often determine whether visitors will return. They encourage not only their team of dedicated volunteers but also all the Bethel partners in mission to extend a warm and caring welcome to those that are new to Bethel. We thank Chuck and Cathy for leading this ministry over the years!

Outreach and Advertising

- Some of the Bethel folks personally delivered invitations to over 1000 homes in our community to help publicize the community Easter Egg Hunt event.
- Direct mail invitations were delivered to 1000 neighbors advertising our “Hope For the Holidays” Christmas event.
- Banners, posters, fliers, and invitations were used as tools for members to invite friends and neighbors.
- Easter services were advertised in the San Jose Mercury newspaper.
- Our church information was included in the yellow pages to publicize our services.
- Invitations to our school families were often extended.

It has been a privilege to serve as a ministry leader during this year. I thank all the partners in mission at Bethel who have followed His call to go and make disciples of our community. Also, my special thanks goes to the following Evangelism team members who are very committed to our mission:

Marion Abney
Norita Hoegel
Kaye Kuhlmann

If you are interested in being part of the Evangelism Ministry team, please contact Sam Sudarsanam.

In His Service
Sam Sudarsanam

Women's Ministry

Women's Ministry provides opportunities for the women of Bethel to study Scripture, share in fellowship, and serve the community and congregation. Women's Ministry is part of Congregational Life.

Bible Study Groups and their leaders:

Women of Wednesday	LaVinnia Pierson
Saturday Morning Class	Rosemarie Reichard
Esther-Dorcas	Helen Smith
Martha	Karen Ewers
Priscilla	Marion Francis

This year we have had a number of events that the women of the congregation could participate in.

March 22-23: Women's Retreat "Fear Not, I Am With You Always" Speaker: Pamela Bjorklund PhD. The retreat committee was led by Cindy Arnett.

April: Maundy Thursday Communion Breakfast, hosted by Priscilla Circle

In the Spring and Fall we had a fellowship lunch, led by Carol Palmer, Carol Olsen, Suzanne Wolf and Natalie Rogerson. These luncheons served excellent food. Our speakers, Dorothy Meyer and Katlynn Hoegel gave their testimonies and challenged us to share our faith.

October: Craft Night-"Rainbow of Roses" making ribbon roses, led by Sue Calhoun.

December: "Cookies and Carols" sharing the Christmas spirit in song. We shared recipes, stories, tasted cookies and brought samples home. This event was led by Mary Fields, Rosemarie Reichard and Natalie Rogerson. We hope to do a similar event next November.

Other opportunities for women are the Monday Quilters group, Sunny View Auxiliary, Navajo Mission Outreach, and the Prayer Chain.

We'd like to give thanks to God for Dorothy Meyer and her dedication to Women's Ministry at Bethel. Dorothy has faithfully served the Lord. We pray the Lord will continue to bless her during her retirement.

We'd also like to thank Anna Hoegel for faithfully keeping track of the financial aspects of this ministry. Women's Ministry donated to the following:

Cupertino Community Services	\$100.00
San Jose Family Shelter	\$100.00
Gloria Dei Lord's Pantry	\$100.00
Mount Cross	\$449.00
Lutheran Social Services	\$100.00
Bethel Quilters	\$100.00
Women of the ELCA	\$200.00
Bethel Food Pantry	\$126.00

We hope the women of the congregation will join us as we fellowship together and share in the family of God here, at Bethel. Please check the BEAT or Sunday morning bulletin for future events and opportunities.

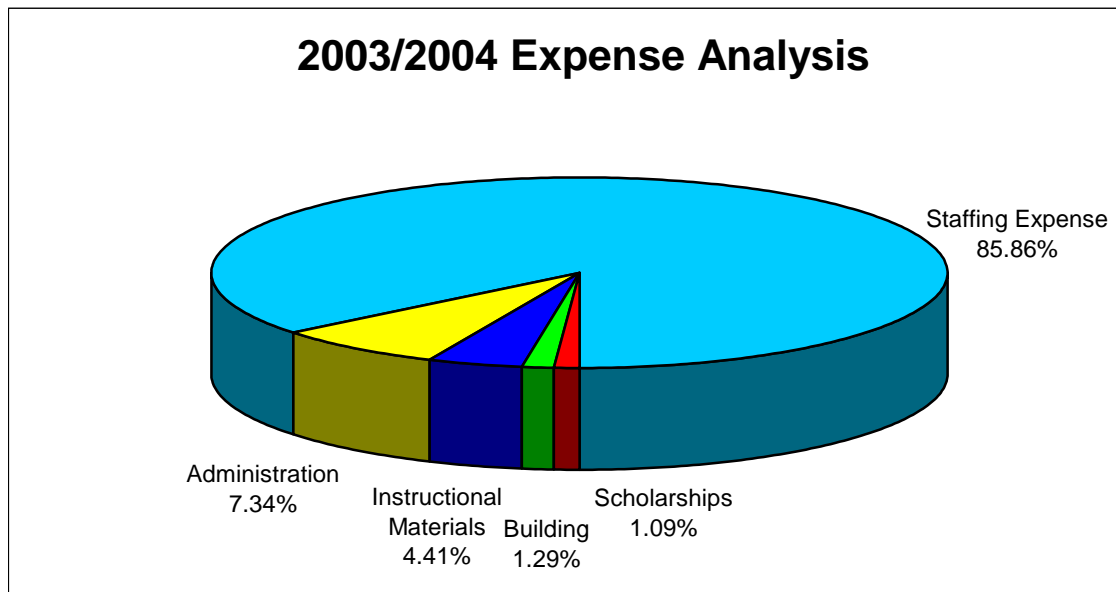
Rosemarie Reichard, Women's Ministry

Bethel Lutheran School Board Report – January 2004

The school board is pleased to report that the Bethel Lutheran School (BLS) is having another successful year. BLS is a ministry of Bethel Lutheran Church providing excellent education to the children of our church members and also to the children in the community around us. Through this ministry, we were able to bring new families to be part of our church family. We thank God for His manifold blessings on our school and its ministry.

Our programs include preschool, junior kindergarten, and elementary grades 1 through 6 as well as before- and after-school care (the “AM/PM” program.) We have been receiving compliments from our school parents for the excellent programs we have and for the excellent staff who treat the children with care and with Christian principles.

BLS continues to be financially strong, and currently it is running in the “black” in spite of the tough economic climate. While we have a breakeven budget for the year, our current projection indicates a small profit of income over expenses. The school board, principal and staff review income and expenses monthly so that immediate action can be taken if it appears expenses might exceed our income. The following pie chart shows the breakdown of the projected expenses of \$1.72 million.



This year, keeping the strong student enrollment has been a challenge due to the fact that several parents lost their jobs and had to move out of the area. We are working diligently to bring new students into our school by advertising our programs in the local newspapers and yellow pages. In addition we targeted 15,000 homes with postcards about the school in August and are repeating the postcard campaign in January. An open house will be held before the end of this month for people who saw our ads or were referred by current school parents or church members. **One of our best sources for new students is the Bethel congregation and we ask that you continue to represent the school to your friends, neighbors and relatives.**

The school board has been busy with various activities during the year to support the school facilities, the staff, and the programs. Following are the key projects with which the board has been involved in 2003:

1. Raised just over \$21,000 with the Annual Giving Program. These funds along with monies raised by the annual Walk-A-Thon were mostly allocated to the new playground equipment.
2. The fund raising, grant application process, bidding and construction of the new playground equipment was a year long task. Many thanks to Alice Isaacson who spearheaded the Annual Giving Program, wrote the proposals to the Lucille Packard Foundation for the three grants and then coordinated the bidding process and the construction of this new equipment. The playgrounds are a major improvement to our school facility.
3. Continued the process to obtain accreditation of the elementary school by the Western Association of Schools and Colleges (WASC.)
4. Continued to improve the educational programs. Thanks to Yvonne Waters and her staff for providing their leadership to all our programs.

We are excited to provide an excellent educational experience to the children of BLS through our highly skilled staff! In 2004, we will be working on the following projects:

1. Continue to work with the church long range facilities planning committee to launch the new building project.
2. Review and improve the heating system in the preschool building.
3. Continue the accreditation process with WASC for our elementary school program.
4. Continue to improve the BLS programs.

The following members have been very active in the board to ensure that we have one of the “best in class” church schools in our community. Our special thanks to the following members for giving their valuable time and talents!

- Ordetta Hovland
- Alice Isaacson (Secretary & Super Fund Raiser!)
- Yvonne Waters (Principal and ex officio member of the board)
- Bill Howard
- Pastors Jim Cords and Rick Sherrill (ex officio members of the board)
- Garry Gillette
- Charnel Wedgwood
- Jack Wedgwood (Chair)

We particularly want to thank Pastor Rick Sherrill for his commitment and support of the school staff, especially in connection with the weekly chapel presentations. Finally, the BLS board expresses its deep and profound thanks to Bethel Lutheran Church for its many years of ministry support. If there are any questions, comments, and compliments, please pass them along to Jack Wedgwood.

PRINCIPAL'S REPORT - 2003

The school family is fortunate to be a ministry of Bethel Lutheran Church. As a part of this larger community in Christ, we are proud of the discipleship that is present every day within the school, and proud of the contributions we make to Bethel Lutheran's Mission. Bethel Lutheran School continues to have a dedicated, professional staff, wonderful children, and enthusiastic and generous parents.

We have experienced another year that has been challenged by the Bay Area economy, but more importantly a year that has been highlighted by great learning opportunities and joy-filled memories for our student, parents and staff. We continue to celebrate the many ways our Father always provides for us, as we move through another financially challenging year. We are confident he will provide what we need as stated in his word.

Highlights from the calendar year 2003

- * Completion of the upgrades to the Preschool & Elementary playgrounds.
- * Preschool & Elementary Staff attended the LCMS Educators Conference.
- * Hosted our 4th annual track meet -even though it rained, we had a good turnout.
- * JK teacher Debby Amick was nominated for "Disney's Teacher of the Year Award".
- * Over 120 parents participated in one of three workdays, each doing at least six hours of work (720 hours) on the grounds and buildings.
- * Purchased three beanbag chairs for "The Navajo Evangelical Lutheran Mission School" and sent over 12 boxes full of textbooks and curriculum.
- * Raised over \$12,000 in our OPO Walk-A-Thon in October 2003
- * Fourth Grade class continued to be responsible for cleaning a portion of Stevens Creek, through the 'Adopt a Creek' program.

My sincere appreciation is extended to the School Board for their leadership and continued support of Bethel Lutheran School's students, staff and programs. Also to acknowledge the dedication and love of this ministry displayed by all the teachers and staff of Bethel Lutheran School. I am indebted to them for their continued optimism, vision and faith without a salary increase since 2001. We all owe them so very much for their professionalism and their discipleship.

This is a great place to work, and it is a pleasure for me to be a part of this family. Thank you, and please continue to pray for and support your school. If you have a great idea, question or just want to visit, please stop by my office.

**Hugs to you all,
Yvonne Waters, Principal**

MISSION STATEMENT:

Bethel Lutheran School is dedicated to creating a working partnership in which Students, Parents, and School Staff support, encourage and nurture the academic, physical, emotional, social and spiritual learning of each individual student.

The keys to accomplishing this mission are expressed by following standards established by our CHRISTIAN SKILLS FOR A SUCCESSFUL LIFE.

COURTESY

LOYALTY

RESPECT

PERSEVERANCE

INTEGRITY

SELF-CONTROL

DISCIPLESHIP

GLORIFY GOD AND ENJOY HIM FOREVER!

Financial Report

The past six months have been exciting at Bethel. Though there were reductions in our FY04 expense budget, we made a bold commitment to go forward with the Welcome Zone Project. We collected over \$75,000 in donations to the Visual Connection. We refinanced our mortgage of \$358,000 from 7.125% to 6% and borrowed \$400,000 at 6% from Thrivent Financial for Lutherans to fund the project. Most of the tasks are nearly completed, and our mission of becoming more Welcoming has begun.

There were many programs and expenses cut from our budget in the past two years. We have to look forward to incorporating them back. On a positive note, we have noticed a slow upward trend in our financial giving over the past year.

FY03 - The fiscal year 2002-2003 ended with a shortfall of \$32,111. This meant we had to use some of the cash reserves of \$79,045. This reduced our reserves below the operation comfort level of \$50,000. An appeal went out in October 2003 to build our reserves back. You have responded, and our reserves now stand at \$57,153.

FY04 – When we last met in June 2003, we were faced with additional expense budget cuts, and we also set some challenging goals for our future. We had to reduce some staff hours. This cut by itself was insufficient. We made a tough decision to operate with a budget deficit of \$14,000.

Our mid-year church financials show that we have ended with a net income of \$12,000. Our income giving for the past six months has been below budget by \$20,000. This shortage was more than offset by our under-spending in various categories. A major savings of about \$18,000 occurred in the pastoral account when we did not have a senior pastor for over two months. Our ministry leads have also diligently managed their accounts.

Year-End Projection – We begin the next six months with a net income of \$12,000. Our projected budgeted giving and expenses for the remaining six months (Jan 04 – Jun04) could end with a net income of -\$9,347. At the January 13, 2004, meeting the council decided that no mid-year adjustments in the budget were necessary, except for a small financial recognition to the staff and some ministry lead training. This means we could end the year with a near balanced budget. However, we cannot become complacent as we go forward. We have to continue with our pledges and keep a tight control on our expenses.

Eusebio Menezes
Financial Officer
January 2004

**BETHEL LUTHERAN CHURCH AND SCHOOL
AUDIT REPORT – January 7, 2004**

The Bethel Audit Committee, Susan Horvath, David Lofgren and Tom Woodell, with the help of Joan Christensen and Carol Mahoney, has completed the internal audit of Bethel's financial statements, processes and procedures for FY03 (7/1/02 to 6/30/03).

The Profit and Loss Statement is summarized as follows:

	CHURCH	SCHOOL
Total Income	\$850,674	\$1,694,194
Total Expenses	882,786	1,682,574
Net Income (Loss)	(\$32,111)	\$11,620

At year-end, the unrestricted cash available for the Church was \$46,934 and was \$11,620 for the School.

CAPITAL EXPENDITURES

Capital expenditures for FY03 were \$88,994 for the Church and School combined. The primary expenditures were for:

School Playground Equipment	\$67,921
Apple iBook for staff	2,198
HVAC Improvements Zoar/Torvend	11,200
Principal's laptop	4,206
Altar/Advent Candleholders	3,469

BENEVOLENCES

Bethel contributed \$84,993 during FY03 for benevolences, including both contributions based on General Fund giving and Designated Offerings. The largest contributions, aside from those to the Synod and National Church, went to support ELCA missionaries Eric and Beth Hanson, to Mount Cross Lutheran Camp and Esperanza, the organization through which our youth and adult Missions to Mexico are sponsored. In total, over 30 organizations received contributions from Bethel.

LOAN SUMMARY

As of 6/30/03 Bethel's total interest bearing debt was \$355,651, our primary mortgage through Thrivent Financial @7.125%.

THE FOLLOWING WAS ACCOMPLISHED AND/OR REVIEWED BY THE AUDIT COMMITTEE:

- * Reviewed and closed out audit recommendations from earlier fiscal years.
- * Audit bank statement reconciliations.
- * Review payroll records comparing gross to expensed.
- * Confirm canceled checks and sample authorization, receipts, clearing and procedures.
- * Review general ledger for correct allocations.
- * Review all voided checks and checks greater than 6 months old.
- * Capitalize any new buildings, furnishings, equipment and major leasehold improvements and repairs.
- * Review the Youth Ministry checking account.
- * Review all restricted funds.
- * Review tithing disbursements and procedures.
- * Review offering count/deposit procedures.
- * Review contracts, leases, mortgages, notes and titles.
- * Make year-end adjusting entries and close the books for FY03.

Findings and Recommendations have been submitted to the Church Council.

Submitted by: Susan Horvath, David Lofgren, Tom Woodell

Bethel Lutheran Church
Profit & Loss Budget Performance
 July 2002 through June 2003

	<u>Jul '02 - Jun 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
3001 · Church General Fund	849,716	878,500	-28,784
3051 · Misc Income	1,905	1,500	405
3060 · Non-Cash Income	-947		
Total Income	<u>850,674</u>	<u>880,000</u>	<u>-29,326</u>
Expense			
40 · Tithe	74,346	73,129	1,217
45 · School Budget Support	18,500	18,500	0
47 · Tuition Discounts	38,609	39,325	-716
50 · Ministry Services	140,939	140,715	224
51 · Altar Guild Exp	1,052	975	77
52 · Library Exp	239	389	-150
53 · Confirmation Expense	2,076	1,480	596
58 · Evangelism	20,356	20,577	-221
59 · The House	0	0	0
60 · Discipleship	1,069	1,906	-837
61 · Worship & Music	70,664	71,203	-539
62 · Children's Ministry	30,404	30,560	-155
63 · Pastoral	245,785	243,521	2,264
64 · Mission Ministry	0	0	0
65 · Youth Ministry	87,737	86,646	1,091
66 · Stewardship	3,312	3,328	-16
67 · Community Life	19,772	19,984	-212
68 · Building & Grounds	127,634	127,449	185
69 · Audio Video Ministry	293	314	-21
Total Expense	<u>882,786</u>	<u>880,000</u>	<u>2,786</u>
Net Ordinary Income	<u>-32,111</u>	<u>-0</u>	<u>-32,111</u>
Net Income	<u><u>-32,111</u></u>	<u><u>-0</u></u>	<u><u>-32,111</u></u>

Bethel Lutheran School
Profit & Loss Budget Performance
 July 2002 through June 2003

	<u>Jul '02 - Jun 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
7000 · School Misc Income	20,845	25,520	-4,675
7100 · Elementary Program	664,266	749,083	-84,817
7200 · Summer Elem Program	130,417	128,423	1,994
7300 · AM/PM Program	120,811	123,960	-3,149
7400 · Preschool Program	663,580	669,214	-5,633
7500 · Summer Preschool Program	100,280	102,830	-2,550
7700-20 · Bad Debt	-5,857	0	-5,857
7800 · Prior Period Income	-147	0	-147
Total Income	<u>1,694,195</u>	<u>1,799,030</u>	<u>-104,835</u>
Expense			
70 · School Admin	387,876	391,509	-3,633
71 · Elementary	545,839	556,593	-10,754
72 · Summer Elemen. Program	76,796	85,998	-9,202
73 · AM/PM Program Exp.	148,671	194,220	-45,549
74 · Preschool Program Exp	430,078	442,592	-12,514
75 · Preschool Summer Prog.	90,193	93,564	-3,371
77 · Adm/Grounds Support	0	0	0
79 · Loan Interest/Paymts-School	3,121	11,249	-8,128
Total Expense	<u>1,682,574</u>	<u>1,775,725</u>	<u>-93,151</u>
Net Ordinary Income	<u>11,621</u>	<u>23,305</u>	<u>-11,683</u>
Net Income	<u><u>11,621</u></u>	<u><u>23,305</u></u>	<u><u>-11,683</u></u>

Bethel Lutheran Church and School Balance Sheet

As of June 30, 2003

	<u>Jun 30, 03</u>	<u>Jun 30, 02</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Cash in Bank	332,959.43	480,370.65	-147,411.22
Total Checking/Savings	332,959.43	480,370.65	-147,411.22
Other Current Assets			
1203 · Year-End Receivable	0.00	355.85	-355.85
1400 · Stock	0.00	946.80	-946.80
1201 · Accounts Receivable-P/R	95.77	0.00	95.77
1202 · Accounts Receivable School	<u>3,252.20</u>	<u>5,725.95</u>	<u>-2,473.75</u>
Total Other Current Assets	<u>3,347.97</u>	<u>7,028.60</u>	<u>-3,680.63</u>
Total Current Assets	336,307.40	487,399.25	-151,091.85
Other Assets			
004009 · Equipment & Furnishings	560,708.66	550,835.73	9,872.93
004000 · Buildings & Improvements	3,053,131.25	2,974,009.50	79,121.75
004014 · Land	2,458,880.00	2,458,880.00	0.00
004020 · Endowment Fund	<u>20,364.13</u>	<u>20,259.69</u>	<u>104.44</u>
Total Other Assets	<u>6,093,084.04</u>	<u>6,003,984.92</u>	<u>89,099.12</u>
TOTAL ASSETS	<u>6,429,391.44</u>	<u>6,491,384.17</u>	<u>-61,992.73</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
101045 · Payroll Clearing	530.36	0.00	530.36
101046 · Deferred Payroll	37,743.42	34,370.62	3,372.80
101047 · Continuing Ed Carryover	2,375.00	2,600.00	-225.00
102100 · Workers Comp accrued	13,438.00	12,944.00	494.00
2002 · Payroll Withholding	9,266.81	1,030.25	8,236.56
202020 · Note Payable Cup Natl	0.00	123,750.00	-123,750.00
001000 · First Mortgage - AAL	355,650.51	373,930.09	-18,279.58
101015 · Church Restricted Funds	118,536.75	78,236.33	40,300.42
201000 · School Restricted Funds	<u>95,863.18</u>	<u>131,471.84</u>	<u>-35,608.66</u>
Total Other Current Liabilities	<u>633,404.03</u>	<u>758,333.13</u>	<u>-124,929.10</u>
Total Current Liabilities	<u>633,404.03</u>	<u>758,333.13</u>	<u>-124,929.10</u>
Total Liabilities	633,404.03	758,333.13	-124,929.10
Equity			
3000-10 · Church Unrestricted Fund Balanc	46,933.82	79,045.31	-32,111.49
3000-20 · School Unrestricted Fund Balanc	11,620.06	23,950.90	-12,330.84
3000-30 · Equity in Real Property	5,717,069.40	5,609,795.14	107,274.26
3000-40 · Endowment Fund Balance	20,364.13	20,259.69	104.44
3900 · Allocated Net Income	20,491.43	-50,572.79	71,064.22
Net Income	<u>-20,491.43</u>	<u>50,572.79</u>	<u>-71,064.22</u>
Total Equity	<u>5,795,987.41</u>	<u>5,733,051.04</u>	<u>62,936.37</u>
TOTAL LIABILITIES & EQUITY	<u>6,429,391.44</u>	<u>6,491,384.17</u>	<u>-61,992.73</u>

Bethel Lutheran Church
Profit & Loss Budget Performance
 July through December 2003

	<u>Jul - Dec 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
3001 · Church General Fund	408,679	428,689	-20,010
3051 · Misc Income	652	750	-98
Total Income	<u>409,331</u>	<u>429,439</u>	<u>-20,108</u>
Expense			
40 · Tithe	36,109	36,957	-848
45 · School Budget Support	9,252	9,252	0
47 · Tuition Discounts	9,588	12,299	-2,711
50 · Ministry Services	71,530	73,478	-1,948
51 · Altar Guild Exp	1,105	1,125	-20
52 · Library Exp	0	85	-85
53 · Confirmation Expense	996	815	181
58 · Evangelism	3,415	6,045	-2,630
59 · The House	0	0	0
60 · Discipleship	511	866	-354
61 · Worship & Music	34,539	39,235	-4,696
62 · Children's Ministry	18,261	22,771	-4,510
63 · Pastoral	105,728	123,587	-17,859
64 · Mission Ministry	0	0	0
65 · Youth Ministry	39,774	39,219	555
66 · Stewardship	1,386	1,375	11
67 · Community Life	1,600	2,395	-795
68 · Building & Grounds	63,690	64,670	-980
69 · Audio Video Ministry	-339	200	-539
Total Expense	<u>397,144</u>	<u>434,375</u>	<u>-37,230</u>
Net Ordinary Income	<u>12,186</u>	<u>-4,936</u>	<u>17,122</u>
Net Income	<u>12,186</u>	<u>-4,936</u>	<u>17,122</u>
Additional Income			
3002 · Build the Reserves	9,219		

Bethel Lutheran School
Profit & Loss Budget Performance
 July through December 2003

	<u>Jul - Dec 03</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
7000 · School Misc Income	35,846	10,832	25,014
7100 · Elementary Program	339,497	341,177	-1,680
7200 · Summer Elem Program	105,264	105,750	-486
7300 · AM/PM Program	56,029	64,465	-8,436
7400 · Preschool Program	225,188	317,150	-91,962
7500 · Summer Preschool Program	111,756	101,740	10,016
7700-20 · Bad Debt	-927	0	-927
7800 · Prior Period Income	0	0	0
Total Income	<u>872,653</u>	<u>941,114</u>	<u>-68,461</u>
Expense			
70 · School Admin	207,441	202,900	4,541
71 · Elementary	250,710	253,451	-2,741
72 · Summer Elemen. Program	51,442	51,022	420
73 · AM/PM Program Exp.	50,302	55,416	-5,114
74 · Preschool Program Exp	151,928	211,637	-59,709
75 · Preschool Summer Prog.	67,722	76,305	-8,583
79 · Loan Interest/Paymts-School	250	0	250
Total Expense	<u>779,795</u>	<u>850,731</u>	<u>-70,936</u>
Net Ordinary Income	<u>92,858</u>	<u>90,383</u>	<u>2,475</u>
Net Income	<u><u>92,858</u></u>	<u><u>90,383</u></u>	<u><u>2,475</u></u>

Bethel Lutheran Church and School Balance Sheet

As of December 31, 2003

	<u>Dec 31, 03</u>	<u>Jun 30, 03</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Cash in Bank	392,988	332,959	60,029
Total Checking/Savings	392,988	332,959	60,029
Other Current Assets			
1201 · Accounts Receivable-PIR	211	96	115
1202 · Accounts Receivable School	<u>-9,206</u>	<u>3,252</u>	<u>-12,458</u>
Total Other Current Assets	<u>-8,995</u>	<u>3,348</u>	<u>-12,343</u>
Total Current Assets	383,993	336,307	47,686
Other Assets			
004009 · Equipment & Furnishings	560,709	560,709	0
004000 · Buildings & Improvements	3,053,131	3,053,131	0
004014 · Land	2,458,880	2,458,880	0
004020 · Endowment Fund	<u>20,391</u>	<u>20,364</u>	<u>27</u>
Total Other Assets	<u>6,093,111</u>	<u>6,093,084</u>	<u>27</u>
TOTAL ASSETS	<u>6,477,104</u>	<u>6,429,391</u>	<u>47,713</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
101045 · Payroll Clearing	0	530	-530
101046 · Deferred Payroll	23,293	37,743	-14,451
101047 · Continuing Ed Carryover	1,743	2,375	-632
102100 · Workers Comp accrued	9,016	13,438	-4,422
2002 · Payroll Withholding	2,146	9,267	-7,121
001000 · First Mortgage - AAL	755,651	355,651	400,000
101015 · Church Restricted Funds	233,634	118,537	115,098
201000 · School Restricted Funds	<u>-151,098</u>	<u>95,863</u>	<u>-246,962</u>
Total Other Current Liabilities	<u>874,384</u>	<u>633,404</u>	<u>240,980</u>
Total Current Liabilities	<u>874,384</u>	<u>633,404</u>	<u>240,980</u>
Total Liabilities	874,384	633,404	240,980
Equity			
3000-10 · Church Unrestricted Fund Balanc	46,934	46,934	0
3000-20 · School Unrestricted Fund Balanc	0	11,620	-11,620
3000-30 · Equity in Real Property	5,317,069	5,717,069	-400,000
3000-40 · Endowment Fund Balance	124,403	20,364	104,039
3900 · Allocated Net Income	0	20,491	-20,491
Net Income	<u>114,313</u>	<u>-20,491</u>	<u>134,804</u>
Total Equity	<u>5,602,720</u>	<u>5,795,987</u>	<u>-193,268</u>
TOTAL LIABILITIES & EQUITY	<u>6,477,104</u>	<u>6,429,391</u>	<u>47,713</u>

**Bethel Midyear Budget Review
December 2003**

	Actuals July - Dec 2003 A	Budget '03-'04 Jan-June B	Projected Year-End A+B	Approved Budget FY04
Total Income	409,331	422,061	831,392	851,500.00
Expense				
40-Tithe	36,109	36,322.00	72,431	73,279.00
45-School Budget Support	9,252	9,252.00	18,504	18,504.00
47-Tuition Discounts	9,588	12,299.00	21,887	24,598.00
50-Ministry Services	71,530	72,621.00	144,151	146,098.99
51-Altar Guild	1,105	275.00	1,380	1,400.00
52-Library	0	165.00	165	250.00
53-Confirmation	996	685.00	1,681	1,500.00
58-Evangelism	3,415	4,981.00	8,396	11,026.00
60-Discipleship	511	740.00	1,251	1,605.00
61-Worship & Music	34,539	38,320.00	72,859	77,554.96
62-Children's Ministry	18,261	22,631.00	40,892	45,401.96
63-Pastoral	105,728	123,035.00	228,763	246,622.06
64-Mission Outreach	0	0.00	0	0.00
65-Youth	39,774	42,230.00	82,004	81,448.94
66-Stewardship	1,386	2,000.00	3,386	3,375.00
67-Community Life	1,600	970.00	2,570	3,365.00
68-Buildings & Grounds	63,690	64,769.00	128,459	129,439.04
69-Audio/Video	-339	114.00	-225	314.00
Total Expense	397,144	431,409.00	828,553	865,781.95
Net Ordinary Income	12,187	-9,348	2,839	-14,282

MEMBERSHIP STATISTICS. 2003

	<u>Baptized</u> (Total Membership)	<u>Confirmed</u>	<u>Associates</u>
Membership, end of 2002	1023	756	11B, 10C
Members received during 2003			
By Baptism: children	12	-	
By Baptism: adults	1	1	
By Transfer	7	5	
By Affirmation of Faith	14	14	
By Confirmation: youth	-	-	
By Confirmation: adults	8	8	
By Reinstated/Reactivated	6	3	
By With Parents	7	-	
Baptized youth confirmed in 2003	-	12	
Adjust	--	-	
Total members received	+ 55	+ 43	
Associate (A)			+ IB, 1C
Members removed during 2003			
By Death	5	5	
By Transfer	26	20	
Joined Another Church	1	1	
To Inactive (by Request)	9	4	
+ To Inactive (by Council)	118	70	
To Removed (by Request)	35	23	
+ To Removed (by Council)	6	3	
Adjust			
Total members removed	- 200	- 126	
Associate			
Membership, end of 2003	878	673	12B, 11C
Inactive to Removed: (Not included in count)	93	63	
Number of Inactives on Responsibility List :	145	82	

Number of Households: 418

+ BYLAWS — C 8.05.1 Change in membership status.

b. Members who are able to but do not attend church services and who have not contributed to the congregational treasury according to the congregation's records during the current or preceding year are subject to reclassification as inactive members. If so reclassified, they shall not be counted in the membership statistics of the congregation. However, their names and records shall be kept in the files for a period of two years thereafter. Such persons shall be encouraged to take part in the congregational life, or to transfer elsewhere, as appropriate. If they resume activity within this two-year period, they shall be restored to the active membership list. If not, they may be removed from the membership role of the congregation.

c. Children, neither of whose parents or guardians are active members of the congregation, shall be dropped from the baptized membership roll if they fail to participate in the Christian education program of the congregation.