

2017 ANNUAL REPORT



*P*resbyterian
*C*hurch of
*N*ovato

710 Wilson Avenue
Novato, CA 94947

Presbyterian Church of Novato
Annual Meeting of the Congregation
January 28, 2018

AGENDA

6:00 p.m. Call to Order and Invocation – Moderator Kent Webber, Pastor

Necrology Report for 2017 – Kathy Takemoto, Clerk of Session

Recognition of retiring Elders and Deacons

Elders:

Jim Botko (Finance – 6 years!)

Sandy Fong (Traditional Worship – 3 years)

Carolyn Gerrans (Christian Ed. – 2 years and serving an additional year)

Don Erba (Property –3 years and serving a 2nd full term!)

Jane Sime (Mission – 3 years and serving an additional year)

Mike Winsor (Personnel – 3 years)

Deacons:

Holly Hamblin (2 years)

Cathy Haney (3 years and serving a 2nd full term!)

Elaine Harris (3 years)

Becky Praun (3 years and serving a 2nd term!)

Delane Ramser (2 years)

Betsy Ricketts (1 year)

Kay Walker (6 years!)

Bev Winsor (3 years)

Report of the Nominating Committee

Report by Jeff Page, Director of Youth Ministries

Report by Sally Carbonaro, Director of Children's Ministries

Report by Ariel Mink, Commissioned Pastor

Report by Kent Webber, Pastor

Questions regarding the printed Annual Report

Review of Church Finances and Budget

Vote to approve changes in the Pastor's Terms of Call

7:15 p.m. Closing Prayer and Adjournment

Annual Report 2017

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*upon request

CHURCH STAFF 2017

Kent Webber	Pastor
Ariel Mink	Commissioned Pastor
Jeff Page	Director of Youth Ministry
Sally Carbonaro	Director of Children's Ministry
Katy Hatfield	Director of Music for Traditional Worship/Organist/Chancel Pianist
Don Cobb	Director of Music for Contemporary Worship
Bob McBain	Contemporary Worship Pianist
Tammi Jester	Office Administrator
Linda Ward	Administrative Office Assistant
Stephanie Monahan	Financial Secretary
Johnson Kitavi	Janitorial Services
Diane Ashley	Wedding Coordinator
Renee Garza	Nursery Care Giver
Kathy Takemoto	Clerk of Session
Kay Walker	Deacon Moderator

SESSION

Class of 2017

Jim Botko
Don Erba
Sandy Fong
Carolyn Gerrans
Jane Sime
Mike Winsor

Class of 2018

Tonya Church
Mark Combs
Carolyn Gerrans
Sylvia Jensvold
Jane Sime

Class of 2019

Michelle Berlin Christian
Ruth Haas
Hillary Kinney
Brad Praun
Bill Walker

Clerk of Session: Kathy Takemoto

Corporate Officers 2017

Jim Botko, President, CEO
Tonya Church, Treasurer, CFO
Kathy Takemoto, Secretary

BOARD OF DEACONS

Class of 2017

Cathy Haney
Elaine Harris
Becky Praun
Delane Ramser
Kay Walker
Bev Winsor

Class of 2018

Les Church
Pat Innes
Brenda McIvor
Carol Robinson
Kristen Rush
Ray Shanahan

Class of 2019

Audrey Boland
Lori Olson
Gary Pearce
Betsy Ricketts
Jo Richman
John Wylie

Moderator – Kay Walker
Vice President – Becky Praun
Secretary – Bev Winsor
Treasurer – Carol Robinson

PASTOR'S ANNUAL REPORT FOR 2017

In this report I want to express my deep gratitude for your love and support over the past 22 years, sharing my perspective about what makes PCN so special, and briefly describe my year's work in quantitative terms. This fall I completed my 22nd year as Pastor of PCN and as I announced last spring, will retire on June 30 next year. When I describe PCN I use the words "warm and caring," "fun-loving with a good sense of humor," and "more open to change" than most congregations.

I think in my time with you we have kept the warmth that has been part of this congregation's spiritual DNA for many decades, long before my arrival. I will always be deeply grateful for the warm welcome when I arrived as a single adult in 1995! When I married Lisa a year later and became a step-dad to her three children, you welcomed them as well!

In terms of "fun-loving" and a wonderful sense of humor, your patience and dare I say "appreciation" for my corny jokes through the years speaks volumes! On my first Sunday here in October of 1995, one of the first things I said was that I liked to be called simply "Kent" and the moniker I least liked was "Pastor Kent." So from that day on, many of you have jokingly called me "Pastor Kent."

In terms of openness to change, many pastors deal with "worship wars" in terms of controversy about worship styles in the congregations they serve. When we introduced the "contemporary service" in fall 1999, it was received with enthusiasm by many and with very little complaining even by those who much preferred our traditional worship service.

A second example of openness to change is the way the congregation embraced the Session's call to raise our mission focus. During my years here we have increased our number of annual mission trips (now at three annual trips) and local service projects, and the percentage of our total church budget which goes to mission causes from 7% to 25%. At present we designate 25% of pledged funds to mission causes within our budget (excluding rental income and loose offering). These funds help us share the love and compassion of Christ with hurting people locally and around the world and have an evangelistic outreach which goes far beyond Novato!

Another sign of your openness has been to adopt the staffing pattern I recommended to you in January of 2015. Our ministry team of newly Commissioned Pastor Ariel Mink, Director of Youth Ministries Jeff Page, and Director of Children's Ministries Sally Carbonaro has worked together well! It was my pleasure this past fall to be part of the celebration for Ariel Mink as the Presbytery of the Redwoods commissioned her for a three-year term to serve our church family, authorizing her to perform all pastor functions. Ariel is a treasure!

We also made some staff changes in 2017. Parish Associate, the Rev. Dr. Steve Giordano, left PCN last January to serve nearby All Saints Lutheran Church as their Interim Pastor. We all miss Steve and Carla, but wish them well as Steve helps lead the All Saints congregation during this time of transition. In addition, we had a number of additional staff changes. Rob Sundberg, our praise band director, resigned after nine years of devoted worship leadership! Rob brought a great sense of humor and a fun-loving spirit to his position! Yes, the infamous "Christmas joke" (you know the one I mean!) was courtesy of Rob! Don Cobb, our new praise band director, began his ministry with us in February after many years of music ministry in other congregations. After 16 years of faithful service

as our church office administrative secretary, Jeanne Convis retired in late summer. Jeanne provided a caring presence to anyone who communicated with our church office! I am pleased that PCN member and former Deacon Tammi Jester is our new church secretary! During this past year we also thanked Laura Haney for her work with us as our childcare provider in our church nursery and hired PCN member Rene Garza to fill that important role. The Session also approved an intern program recommended by Jeff Page and Sally Carbonaro. Our first children's ministry intern is Sydney Fletcher while our first youth ministry intern is her twin sister Harlie Fletcher. Both have made important contributions in their respective ministry areas. In addition veteran staff members Stephanie Monahan, our finance secretary, Katy Hatfield, our choir director and church organist, Bob McBain, our praise band pianist, and Linda Ward, our church office assistant remain very productive staff members! Going forward, I think both your Interim Pastor and next installed Pastor will discover a gifted and dedicated staff with whom to work!

Another sort of openness I deeply appreciate is the way you have received my preaching and teaching as I've tried to make the Bible come alive for our church family.

Finally, although no pastoral ministry can be measured simply in terms of numbers, here are some quantitative measures of my work during 2017:

- Preached 39 times during the year
- Participated in 9 of our 10 monthly nursing home worship services
- Offered 2 adult courses: the Gospel of Mark class, which averaged 62.5 persons in weekly attendance, while my class on Three Minor Prophets averaged 56 persons per week in attendance.
- Staffed the Deacon Board providing them with monthly Pastoral Needs Reports
- Met with 13 indigent persons on behalf of the Deacons and provided support in the form of food or gas certificates
- Provided 263 in-person pastoral visits (mostly in homes or hospitals) including some in-office visits
- Met monthly with the Stephen Leaders to encourage our Stephen Ministry program and with our Pastoral Care Team to enlarge our caring for people with acute needs.
- Officiated at five memorial services and one wedding
- Staffed the following Session Committees: Mission, Personnel, Worship, and Stewardship as well as the Congregational Nominating Committee
- Provided monthly articles for each edition of our newsletter
- Served as a member of the Presbytery's Committee on Mission Finance
- Traveled to Colonia Esperanza (outside Ciudad Juarez, Mexico) with our Mission Team to help build a home, do a food outreach to the sponsoring congregation, and help with an orphanage painting project. Led devotional Bible Studies during our trip.
- Hosted one and moderated all five of the Novato Ministerial Association meetings during 2017 as the group's Convener, and organized our annual Ecumenical Easter Sunrise Service.

I will "savor" my time with you between now and the end of June. Thanks for your partnership in this ministry!

Gratefully with Love in Christ,
Kent

Commissioned Pastor's Report

2017 was a year full of learning opportunities ... In September, I finished my last class offered through San Francisco Presbytery's Commissioned Lay Pastor Program. In total, I attended 12 classes (three in 2016 and nine in 2017) through the SF Presbytery: Pastoral Theology, New Testament, Multicultural Church Leadership, Presbyterian Polity, Current American Church Leadership, Old Testament, Study of the OT Wisdom Books, Discipleship & Social Justice and Reformed Church History. Each class required 10 hours of class time plus time spent reading and writing outside of class. In addition, I completed Stephen Ministry training in the spring of 2017 and I audited the polity course at San Francisco Theological Seminary in the fall semester. I attended the San Francisco Presbytery's Healthy Boundaries class as a participant and then co-facilitated the Redwoods Presbytery's Healthy Boundaries class with Rev. Jonathan Eastman (pastor at St. Helena). This definitely satisfied the "learner" in me!

Following the completion of the CLP courses, the Redwoods Presbytery officially commissioned me at their September Presbytery meeting; the Deacons hosted a lovely reception following a service of recognition here at PCN in November. Thank you to all who came to that event. It was very special and affirming. I also thank all who were there in spirit – your well wishes and prayers were so much appreciated! As a Commissioned Pastor, I am authorized to perform all of the same "pastoral services" as Kent – serving communion, presiding over baptisms, moderating Session meetings, and performing marriages. My commission lasts for three years, which can be renewed indefinitely.

My primary responsibilities at PCN are to support Christian Education, Program and Fellowship, and Membership and Outreach. In terms of CE, I co-facilitated a confirmation class for 10 of our youth (8th grade and above) along with Walt Campbell and Robert Coleman as well as supported the work of Jeff with youth ministry and Sally with children's ministry. I believe that our programs and opportunities for children and youth are extraordinary and look forward to continued growth, especially now that the Seekers program has expanded to even younger ages. In 2018, I will be co-facilitating an adult education class with Kent, focused on Presbyterian beliefs and the Reformed tradition.

Events sponsored by the Program and Fellowship committee continued as well – the Buckaroo Breakfast was another huge success, reaching out and serving breakfast to more than a thousand in our community. Our PCN Picnic in Miwok Park was also very engaging, with lots of laughter and delicious food shared! In 2018, we'll have another (bittersweet) event planned, Kent's retirement party on June 24, 2018.

Membership and Outreach has continued to offer Inquirer's classes – I taught four classes (one a quarter) in 2017. We'll have four more offered in 2018, one of which specifically invites parents of children in Seekers who are not currently affiliated with a church. We have continued to partner with the Chamber of Commerce, including hosting one of their events here on our PCN campus as well as being part of the Scream on the Green. In 2018, Membership and Outreach will begin work on the next pictorial church directory.

I've also participated in a lot of other committees: Personnel, Nominating, Campus Development, and have helped with the Mission Study Task Committee and the new Pastor Nominating Committee. When Rev. Steve Giordano took a leave of absence from us as our Parish

Associate to serve as the interim pastor at All Saints Lutheran, I increased my preaching responsibilities from four times a year to twelve times. In 2018, I'll continue to preach and especially while Kent is leading the group to Jerusalem this spring. I anticipate that when our interim pastor is hired, I'll continue to partner with that person for preaching responsibilities. Outside of PCN, I have also been serving on the Committee on Ministry as well as a Presbytery delegate and will continue to do so in 2018.

I have been extraordinarily blessed by your trust in me as well as the mentoring and support that I have received from Kent and from Presbytery. Thank you for allowing me the privilege of serving with and alongside you all.

Gratefully yours,

Ariel

2017 ANNUAL SESSION REPORT PRESBYTERIAN CHURCH OF NOVATO

During 2017 Session held eleven monthly Stated Session meetings. Three special Session meetings were held on May 7, June 8, and November 19.

An elder retreat was held on January 7, 2017 for reviewing the needs and plans of the church campus.

There were three congregational meetings: January 29, October 29, and December 3. At the October 29 congregational meeting, the congregation approved the dissolution of the pastoral relationship between Presbyterian Church of Novato and Rev. Dr. Kent A. Webber effective July 1, 2018. At the same meeting, eleven members were elected to serve on the Pastor Nominating Committee. At each meeting, the previous meeting's minutes were available for review.

A town hall meeting was held on October 18 where the *Report of the Mission Study Task Force* was presented. Mission Study Task Force members are Don Brand, David Mink, Regina Rus, and Sandy Peterson.

The Presbyterian Church of Novato was represented at the 2017 Presbytery of the Redwoods meetings by Ruling Elder Delegates Carol Dacquisto and Ariel Mink and Teaching Elder Rev. Dr. Kent A. Webber. Alternate Commissioners were Don Brand and Bill Walker.

In January 2017, Session approved officers for the 2017 Corporation to satisfy California Nonprofit Corporation law:

Jim Botko, President (CEO)

Tonya Church, Treasurer (CFO)

Kathy Takemoto, Secretary

Rev. Dr. Kent A. Webber served on the Presbytery's Committee on Mission Finance. Elder Tonya Church served as a Synod Commissioner as the Chair of the Finance Committee. Elder Don Brand served on the Presbytery Council and the Westminster Woods Conference Center Board. Elder Ariel Mink served on the Presbytery's Committee on Ministry.

Clerk of Session Kathy Takemoto participated in Presbytery's Review of Session Records on September 16 at St. Luke's Presbyterian Church, San Rafael. No exceptions to PCN records were noted. With the approval of the Stated Clerk of the Presbytery, the information in the register (the official record of membership, church offices, baptisms, marriages, deaths, etc.) is being entered into a digital Excel spreadsheet. An updated printed copy will always be kept in the office.

Member Brian Mayo, under care of PCN, graduated from Fuller Theological Seminary on June 10 with a Master's of Divinity. Brian has passed his ordination exams and is currently seeking a call.

Ruling Elder Ariel Mink, previously Ministry Associate, was commissioned as a Commissioned Pastor by the Presbytery of the Redwoods on September 16. A service of recognition for Ariel as a Commissioned Pastor at Presbyterian Church of Novato occurred on November 5.

Parish Associate Rev. Steve Giordano resigned as of November 14 as he will continue to serve as the Interim Pastor at All Saint's Lutheran Church, Novato, CA.

A summary of Session meetings, entitled "Session Highlights" appeared in the PresPress throughout the year.

Active Membership Count:

As of January 1, 2017	351
Additions to membership:	
• Received into membership	+17
Losses:	
• Deaths	-7
• To inactive list	-15
Total change in membership:	-5
Membership as of December 31, 2017	347

Necrology Report:

Elisabeth Wylie	February 3, 2017
Randy Peterson	February 10, 2017
Betty Doerksen	March 24, 2017
Ella Shore	August 14, 2017
Pauline Stutzman	November 10, 2017
David Breazeale	December 6, 2017
Polly Convis	December 25, 2017
Irv Hirsch	December 31, 2017

Elder Committee Assignments 2017

Administration and Finance: Jim Botko and Tonya Church
Christian Education: Carolyn Gerrans, and Hilary Kinney
Membership and Outreach: Ruth Haas and Sylvia Jensvold
Mission and Christian Action: Jane Sime (Ellen Breazeale resigned 9/6/2017)
Personnel: Bethany Stahley and Mike Winsor
Program and Fellowship: Michelle Berlin Christian
Property: Don Erba and Bill Walker
Worship: Marc Combs and Sandy Fong
Stewardship: Brad Praun

Respectfully submitted,

Kathy Takemoto
Clerk of Session

Christian Education Annual Report for 2017

CE Youth Mission Statement: Shepherd children from infancy through adulthood, building the foundations of faith. In doing so, PCN will teach youth to understand and seek God's wisdom from the scripture in a safe and fun learning environment; encourage families so they may grow in relationship with one another and Christ; encourage youth to model their lives after Christ and through the power of the Holy Spirit share their faith by serving the world.

Committee Members: Jeff Page (Staff), Ariel Mink (Staff), Sally Carbonaro (Staff), Hilary Kinney (Elder), Carolyn Gerrans (Elder), Ruth Haas, Walt Campbell, Harlie Fletcher (Youth Intern) and Sydney Fletcher (Youth Intern)

Shepherd children from infancy through adulthood, building the foundations of faith.

Sunday School teachers continue to tirelessly volunteer their time weekly on Sunday mornings, loving and teaching children from nursery school age through middle school with attendance that held steady this year with an average of 16 children a week with a total of approximately 80 who attend. More than 90 people attended the Youth and Children's Ministry Open House in the fall and it was considered their most successful event in recent memory in terms of being the largest turn out and the involvement from everyone who attended, including teachers and parents who had quality opportunities to connect with one another. Also, there was one large group activity that provided a key multi-generational experience allowing everyone to bond.

In addition to Sunday School, PCN continued to offer the SEEKers program on Tuesday nights, which uses four pillars as its programmatic framework: worship, Bible study, recreation, and family time. Fall 2016 averaged 50 children and adults, roughly one-third being from non-PCN families and in the fall of 2017 its numbers grew to 54 children (41 non-PCN) and 29 adults for a total average of 95. SEEKers saw expansion this year by offering the program to the entire family including ages birth to 4 years old. Renee Garza was hired for the nursery age group. During the summer, SEEKers continued on the fourth Tuesday of the month for three months that started in May with a range of 14 to 28 total attending. SEEKers covered \$1950 in scholarships in 2017, allowing families to participate who otherwise would not have had the opportunity. Two of the recipients were PCN families and 11 were not. Prioritizing our children's Christian growth is not an easy task, but one we, as a congregation, are dedicated to accomplishing.

In the spring a youth Confirmation Class (8th grade and older were offered the opportunity) was facilitated by Ariel Mink, Walt Campbell, and Robert Coleman, with 10 students and a weekly attendance of nine. The curriculum was a youth version of Alpha video with information specific to PCN. Five of the 2017 class joined PCN and two were baptized.

PCN will teach youth to understand and seek God's wisdom from the scripture in a safe a fun learning environment.

Children's Ministry and the PCN Youth Program gained two interns in August, Harlie and Sydney Fletcher. They are part-time serving under Sally and Jeff with housing provided at the PCN Manse.

Despite losing volunteers in the youth and children programs, Harlie and Sydney have been able to provide support to allow programs to grow both in numbers and quality. They have been participants in weekly lunch at Sinaloa where they have connected with PCN middle-school students and their friends with about 20 in attendance. The after-school program saw more students, increasing from 5 to 11 this past year. The interns have been able to improve communication channels including upgrades to PCN directory and working database systems, birthday and “miss you” cards sent to students, they created a daily advent devotion and family discussion guide, an extra-curricular calendar, as well as developed better social media presence for PCN. They also did outreach at Novato’s Scream on the Green that included a Giving Machine, which gave personalized gifts for each child as well as providing information about PCN to families. They also adapted a script of the Christmas story and directed the children’s Christmas service.

PCN children and youth programs were able to expand their learning this fall by having a guest behaviorist Andrew Weiher from NUSD first come to observe the different age programs at PCN and then provide a class to PCN teachers called “Positive Performance Strategy.” Feedback of the experience was overwhelmingly positive and the class was greatly appreciated by the adults who continually use their time and talent to teach and care for our church’s young people. A total of 16 people attended: six Sunday school/Seeker teachers along with parents and volunteers. Feedback from participants included:

- “Thank you for your time. Real time and real action presentation.”
- “Wish I had this when I started teaching Sunday School fifteen years ago.”
- “This was so informative and helpful. I just wish we had you longer and had time to do some role playing and hear more examples/training on what to say, how to act to reinforce or/and deter behaviors. This was so valuable.”
- “My only question, When can you come again?”
- “Your approach is very empowering and gives much food for thought about how to set up the environment to teach.”
- “Really relate to the spectrum concept for ADD and Autism. I’ve seen it in one of my own kids as well as kids in church school.”

PCN will encourage youth to model their lives after Christ and through the power of the Holy Spirit share their faith by serving the world.

PCN Youth Group continued to have strong attendance with approximately 100 middle school and high school students and more than 30 adult volunteers. The programs were able to continue to reach much more than just PCN families. Youth events included this year: 30-hour famine was once again a success, with 30 kids for the weekend and 12,000 meals packed. The Love of God (LOG) retreat was the smoothest run student-led event ever. It took place in March of 2017. Rachael Jones and Ben Comnick led a team of eight teens to facilitate a retreat for five participants. A great deal of leadership skills were learned as everyone grew closer to God.

During the summer, 15 youth and five adults had the privilege of partnering with the Covenant Church of International Falls Minnesota to serve their community. International Falls is a small company town near the Canadian border. Each morning they learned about International Falls from community leaders like the superintendent of schools and the mayor, then spent the mornings and afternoons working on several different community projects, including:

- Renovation of a Little League diamond
- Painted 2 large sheets of plywood with the Little League logo
- Dug out, laid forms, tied rebar and poured a cement patio for an outdoor teacher lounge at a high school
- Help deep clean and renovate, patch and paint a multi-apartment, seven-bedroom building preparing it for families to move in for servants of shelter. Built two sets of bunk beds from lumber and plans.

In the evenings they collaborated with the church to run a Vacation Bible School.

The PCN Maker Fun Factory Vacation Bible School was another resounding success and saw an upturn in the number of children who came to enjoy the week with 86 children ages 3-11. There were also 20 middle schoolers who attended the Mission Station and provided for Juarez PCN, High Risk Hope, Guide Dogs for the Blind, and Novato Chamber of Commerce.

Kent continued offering two adult educational classes, teaching “Exploring Three Minor Prophets in the Book of the Twelve (Micah, Jonah, Habakkuk).” Average attendance was 56 people with 82 different individuals involved. Kent’s winter class was entitled, “The ORIGINAL Good News Document: A Close Reading of the Gospel of Mark.” Average attendance was 62.5 persons with 98 different individuals involved. Carol Dacquisto also continued to offer adult classes on Sunday, whose numbers have increased by approximately 5%, and continued to lead (with the help of others) a Women’s Bible study on Thursday mornings with attendance increasing this year to 24 participants.

PCN will encourage families so they may grow in relationship with one another and Christ.

PCN Connect started the year with a hiking group which hiked every other Saturday, January through June. Participation ranged from 3 to 10 and often included two dogs. This provided outreach and fellowship amongst investigating churchgoers as well as long-term members. Another hiking group is to be planned for 2018. There is a currently an Oscar-contender movie group led by Carolyn Gerrans.

CE thanks the congregation for their continued support and hopes that even more people will find time to engage with any one of the several programs available for children, youth, adults and families.

Respectfully Submitted,
Hilary Kinney and Carolyn Gerrans, CE Elders

Children's Ministry Annual Report

Sally Carbonaro

We have experienced meaningful change this year in the Children's Ministry. Most of that is the result of more children and families joining us at Seekers. This has impacted the way we do Seekers and our needs. It is also affecting our reach in the community. It is both amazing and staggering to see what God is doing at PCN. I believe our growth is just beginning. That said, we have a lot to do to prepare as a church for exactly what this growth will require of us all.

Our Sunday School and Nursery teachers continue to shepherd and teach our youngest ones with an enthusiasm and spark that is so contagious. When they share with me their lesson plans or something they discussed in class, it is with a compassion and heart for the children to really begin to internalize and understand the meaning of the Gospel and the joy that is found in getting to know Jesus. Their classrooms are welcoming and designed for each child to feel comfortable. We are immeasurably blessed by their commitment and service.

Our Seeker program continues to amaze me. As we adjust to the increase in numbers it is critical we maintain the personal connections with kids and God. I believe more than learning what it means to pray, what it means to have a personal relationship with God, what it means to have people pray for you, the children are beginning to actually have this relationship with God! The Seeker program presents this in such a way that is understandable and doable. They see what the difference having a life with God means. They want the peace and joy, they want to not worry. New families who attend see and feel the difference as well. Their kids come home energized and wanting to come back. They tell their friends and they bring their friends. Kids do not have any preconceived notions about sharing their experiences or talking about God. There are no prerequisites to attend. It works.

Of the 54 children registered, 41 are non-PCN children. Some of these families have their own churches but do not have the programs for children like we do. Weekends are difficult for families. There are many club and sport events which draw them away from church. We have experienced this in our Sunday School numbers as well. But a mid-week program like Seekers is perfect.

As a way to reach out to our families who do not attend PCN, we will reposition Power Hour this year and call it "Seeker Sunday" to intentionally draw families in each month to what life at PCN is all about. To give the children a sense of their place in our bigger church environment. To introduce them to you. This will be very purposeful and directive. I am hopeful we can extend the love and warmth of Seekers for our kids, to the love and warmth of our congregation, to their adults.

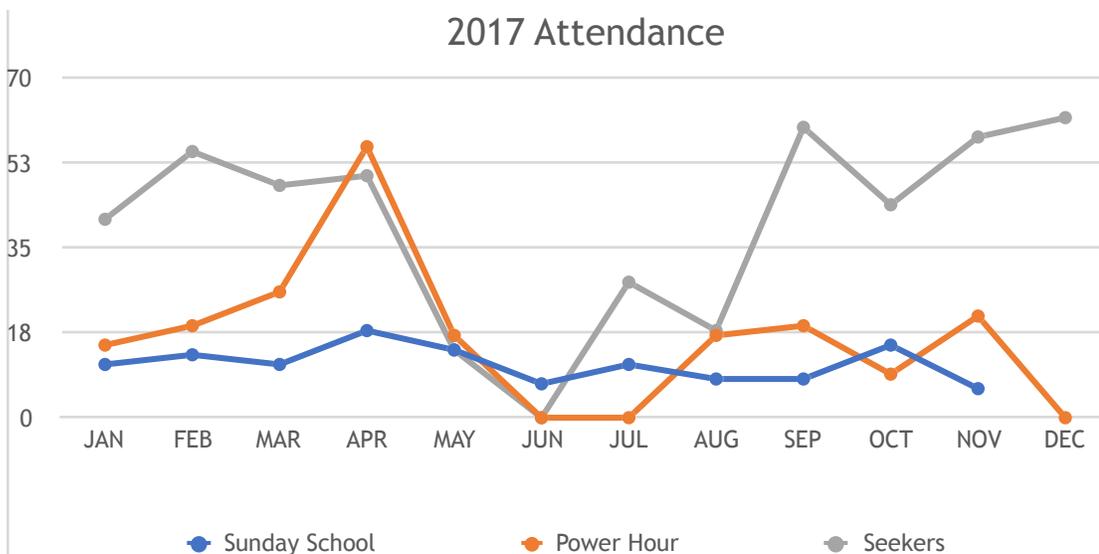
Community outreach is always on my mind and in my heart. I have met with the Executive Directors of Novato Human Needs, the Novato Youth Center, and the Gilead House. It is my hope that we can extend our current partnerships (and mission giving) into actual opportunities for their families and children. I have offered scholarship programs for Seekers and VBS, among other programs, and hope to see some of our local families take advantage of these in the coming year.

I continue to visit elementary school sites where our children attend. I believe the partnership we can have with the teachers and administration is critical to the overall well-being and cohesive nature of education. When the children know there is a relationship between their school and their church, I believe the result is a powerful feeling of care and support. We eliminate walls.

This year we contracted with the Novato School District’s behaviorist to begin to provide training for our teachers, volunteers, parents and staff. He currently trains our public-school teachers in positive-performance strategies, social/emotional strength building, grief, trauma, bullying, classroom management and special needs, among many others. What better way to support and inform our own methods than by the methods currently being used in our children’s classrooms. Our initial training workshop was the end of October. We look forward to additional training opportunities in the new year.

My focus this past year was to understand our children and our programs. My focus in the coming year will be more community oriented – how our children can impact our community. Not just bringing others to PCN but bringing PCN to others. I look forward to providing opportunities to all of you as we launch some new ideas and together “conquer the world and beyond for Jesus” as Jeff would say.

I am more and more humbled by my involvement with the children. The responsibility is daunting at best. If it were not for the unconditional love and support I feel from my Lord and Savior, and my ability to somehow let go of the control, I would not be able to do this. Your kind words, and the way you have stepped up when we needed you, have made the difference in our growth and success. The harvest has been prepared and is ready, we need you now more than ever, will you?



Youth Ministry Annual Report

OVERVIEW

2017 was a big year for PCN Youth. We launched a brand new internship program, hired Sydney and Harlie Fletcher, and further synchronized our youth and children's ministry strategy. This has allowed us to create better structure, produce better events and programs, as well as expand our reach into the lives of both church and unchurched students. By God's grace, the work of the Holy Spirit, the dedication of our adult volunteers and the engagement of our student leadership team we are **connecting Novato students to God and His family and mobilizing them to be the church**. Our strategy to achieve this is by connecting every student with a consistent caring adult and a positive encouraging peer group.

In 2017, more than 63 total Marin teens (30 middle school and 33 high school) participated in our youth program. Our ministry has been generously supported by more than 52 adult volunteers. These volunteers have donated their time and energy in countless ways, such as providing dinner, hosting events, chaperoning activities and leading small groups. Of these adults, 36 worked directly with students, 12 of whom volunteer on a consistent weekly basis.

YOUTH ACTIVITIES

Missions:

Mission and service are at the heart of PCN youth ministry. In 2017, our teens continued to embody the missional focus and generous spirit of the PCN community. Students fasted to bring awareness to poverty issues during the 30 Hour Famine while galvanizing the entire congregation to package and send 12,000 meals to people who desperately needed them as part of Rise Against Hunger (Stop Hunger Now). This year our meals were sent to North Korea and were distributed by Christian Friends of Korea (a partner organization) in North Korea. Over the summer, teens were mobilized to serve as crew and station leaders at PCN's Vacation Bible School. Students created Christmas crafts and games with the children of Gilead House, caroled with Novato shut-ins and also prepared thousands of lunches for the homeless of San Francisco with Glide Church. In addition, students volunteer weekly for both Sunday School and Seekers, serving as Bible teaching assistants, dishwashers and set-up/tear-down crew.

Mission Team

Through our youth mission team, we are working to spark a life-long commitment to love and service in Jesus' name in each of our students. This summer, our youth mission team of 15 teenagers and 7 adult leaders had the privilege of partnering with the Covenant Church of International Falls, Minnesota to serve their community. International Falls is a dying town on the Canadian border. The primary employer, a paper mill, has laid off half of its workforce in the last 15 years. As a result, nearly half of the population has left. Schools are closing and being consolidated. Parks are not cared for and many of the people left in the town are retired, uneducated and/or low income with no other options.

Each morning our team learned about International Falls from community leaders like the superintendent of schools and the mayor, then we spent the mornings and afternoons working on several different community projects:

- Renovated a little league diamond in preparation for a summer tournament
- Painted two large sheets of plywood with the little league logo
- Dug out, laid forms, tied rebar and poured a cement patio for an outdoor teacher lounge at the public high school
- Deep cleaned, patched, painted and renovated a seven-bedroom apartment building, preparing it for families to move in for Servants of Shelter (a local nonprofit)
- Built two sets of bunk beds from plans and lumber for the children of families who were able to move in two months ahead of schedule

Teenagers have consistently proven to be the best missionaries we have to children and this year was no exception. Each evening our students (and adult volunteers) collaborated with the church to run a vacation Bible school.

Church Fellowship and Devotions

Each of these projects were achieved alongside church and youth group members. Along with daily devotions, every evening we debriefed our experience and shared what we had seen God doing.

Thanks to the generous prayer and financial support of our congregation, this trip was an overwhelming success. Our focus on mission with PCN Youth empowers students to move outside of their comfort zone and into service opportunities. Moreover, it prepares teens for an adulthood that prioritizes service and ministry.

Weekly Programming:

High school and middle school students are encountering Jesus and finding their place in our church family through a variety of activities. An average of 9 high school students connect with Jesus and each other at Jamaa on Sundays. An average of 6 middle schoolers met for Wired youth group on Sunday evenings and 5 others for Wired Club on Tuesday afternoons as well as Bible study on Sunday mornings. An average of 11 adult volunteers generously give their time, energy and heart to support these students.

Church Community:

Integrating students into the broader PCN adult congregation is one of our highest priorities. Last year we did this in many ways, including the Easter Sunrise Service, the congregational dinner, Harvest Festival, confirmation classes, teen membership, Youth Sunday services, and organizing Social Mixers.

Retreats:

In addition to our weekly programs and monthly events, many of our teens spent time deepening relationships with Christ through weekend retreats. Eight middle schoolers participated in winter camp at Hume Lake. A team of high school students, led by Ben Cornick and Rachael Jones, planned and hosted the Love Of God (LOG) Retreat for their peers. Special thanks go to David Mink for supporting our teens in organizing this event. In addition, our student leadership team attended a three-day retreat. Overall, these retreats provided an important context for spiritual formation and a personal relationship with Jesus Christ.

Monthly Events:

Building relationships is essential for building effective ministry. In addition to the activities described above, our teenagers also engage in meaningful and fun monthly events. These include movie nights, ice cream runs, exploring the Marin County Fair, getting lost in a corn maze, competing in epic Nerf battles and splashing around at pool parties. Thank you to all who volunteered to host or chaperone one of these fun and relationship-focused events.

STRATEGIC SMALL GROUPS

In the turbulent lives of students where voices, physiology and friends are often in flux, consistency is the key. This is why we have worked hard to partner a caring adult and a positive peer group with every teen through our consistent small groups. David Mink's high powered data analysis, as well as the commitment of our adult small group leaders and student leadership team, have created regular weekly small groups where students can be known and belong. In these groups, students process their faith journey, share their joys, heartaches and hurts, and encourage one another under the caring and prayerful guidance of our small group leaders. Biblical wisdom and contemporary research both indicate that consistent small group interaction is crucial for the development of a lifelong faith (see Hebrews 10:24-25 and *Sticky Faith* by Kara Powell and Chap Clark). Through our small groups, and all of our youth activities, we are building bridges of love that can carry the weight of the Gospel.

LEADERSHIP

Youth Director:

As the Director of Youth Ministry, my 50-hour work-weeks in 2017 involved planning, coordinating and implementing all of the programming described in this report. In particular, I prioritized recruiting and training adult volunteers, investing in the student leadership team, preparing Biblical teaching, designing and executing weekly programs, planning the International Falls mission trip and launching our internship program. Significant time was also invested in building relationships with teens and their families by participating in meaningful moments for individual students (e.g. school and sporting events), connecting on a run or over coffee, making dinner together at my home and teaching teens how to rock climb. Pastoral care for students and their families facing tragedy, health concerns and crisis was a priority as well. I also coordinate the monthly gathering of Marin youth workers to promote collaboration and fellowship among local church youth ministries. For my personal continuing leadership development, I attended the Orange Conference for youth and family ministers.

Adult Volunteer Leadership:

Our strategic focus of small groups was only made possible by the expansion of our adult leadership team. This heroic group of mavericks has consistently invested in their students all year long creating a context where each teen is known and belongs. PCN youth ministries could not happen without the prayers and countless hours of service dedicated by our 12 volunteers who weekly invest in the lives of our students inside and outside of youth programs. This year volunteers led Bible-based small groups and Sunday School classes, chaperoned events and retreats; cooked meals; provided transportation for teens; planned, hosted and led activities and events; encouraged and counseled students and connected with parents.

Internship Program:

The effects of our new internship program can be felt throughout our church: from staffing the office after Jeanne's retirement, to spearheading the children's Christmas program and dramatically improving the youth ministry structure and personal connections, Harlie and Sydney's love and hard work have resulted in evident fruitful growth and change. Here are a few of the many wonderful results:

- Youth Ministry attendance has held steady despite graduating more than 10 core students in the last two years.
- More than 90 people attended our Youth and Children's ministry Open House. It was a much more complex multigenerational event than last year that engaged every age group from preschool to adult. The event was a context for parents to connect with their children's specific adult volunteer and experience youth and children's ministry programming for themselves.
- In addition to the attendance increases, the quality, caliber and organization of each event and program has greatly increased.
- We have been able to connect with our middle school students and their friends at Sinaloa Middle School on a weekly basis for lunch. We have had groups of 20 and have seen unchurched kids from Sinaloa begin coming to our afterschool club which grew in attendance from 5 to 11.
- We developed a comprehensive calendar of each student's extracurricular events, which Harlie keeps current and sends to youth volunteers. As a result, volunteers attended twice as many events this semester as last semester (concerts, games, performances, etc.).
- We have made crucial upgrades to our directory, working database and communication systems. New and important information has been collected, organized and utilized for successful ministry.
- Handwritten birthday and "we missed you" cards are being sent for each of our regular attenders.
- A daily advent devotion and family discussion guide was created.
- A growing social media presence has been established.

Student Leadership Team:

Our student leadership team is essential for creating a welcoming atmosphere in all that we do, especially creating a safe, judgment-free context in small group where everyone can process their faith journeys together. This team met weekly throughout the school year. They also spent a weekend engaged in a leadership retreat led by David Mink, Sydney Fletcher, Harlie Fletcher and me. This weekend was graciously hosted by Jon and EB Hanlein at EB's family ranch. Each of us deeply enjoyed meals prepared by Ariel Mink and served by Kai Lancaster.

They were also the heart of our 2017 mission trip. These 12 teenagers were engaged in every aspect of the process from choosing between multiple communities to serving, organizing, fundraising, and ultimately leading and serving on the trip.

FAMILY

Since it takes more than a youth program to develop mature and spiritually healthy teens, we have worked hard to support the parents of our students in 2017. PCN Youth provides parents with several

ways to engage in the spiritual formation of their teens as well as practical resources for parenting. This year we offered parenting workshops focused on social media boundaries for students as well as college prep for parents (application and financial aid support). With each teaching series all of our parents receive emails that contain practical, easy to implement ideas to participate with their students in what they are learning. Parents were vital members of our Youth Mission trip serving as chaperones as well as planning and coordinating trip logistics and fundraisers. In addition, many parents are vital and active members of our Adult Leadership Team, consistently mentoring teens during our Sunday evening and Tuesday afternoon programs. These parents help to create an environment where each teen is known, loved, and introduced to Christ and His Church. Alternatively, Sunday evening youth group also provides parents with the opportunity for some much-needed kid-free time, enabling parents to rest easy in the knowledge that their kids are being cared for with the love of Christ.

MOVING FORWARD

Overall, 2017 was a tremendous year for PCN youth ministry. We are truly grateful for the support and generosity of our church family. Thank you, PCN, for loving Jesus and His teens, and for creating an environment where relationships between them can flourish. Please continue to pray for us in 2018, as we look forward to all that Jesus has in store for us!

Sincerely,

Jeff Page



Adult Sunday Bible Study Class

On Sunday mornings at 9 o'clock the adult class meets in room 1 (the library), at the end of the breezeway. We have twenty adults (men and women) registered and average between fifteen and eighteen in attendance. We have three teachers: Carol Dacquisto, who leads the class for three Sundays and two teachers who alternate on the third Sunday of the month: Larry Dacquisto and Rosie Nicholas.

We have a **lively Bible Study! That's what happens here.** As adults study the Bible and discuss what they found during the week, they gain a growing understanding of how to move forward on their discipleship journey.

In the class, we read the Scripture and then focus on the passage. Each week we're challenged to prepare for the next week's lesson. The preparation isn't long or difficult, but it does encourage participation. When adults have invested something of themselves in the lesson, they get more out of it.

The biggest part of the Sunday School lesson doesn't happen in class. It happens on Monday and Tuesday -- and through the week -- when instead of following their own desires or the crowd, they dare to say, "No, I will follow Jesus."

From **December 2017** through **February 2018** we will be concentrating on "**Faith in Action**," using both the **Book of Daniel** and **New Testament Scripture passages**. We will be looking at (1) "**The Early Church Proclaims Faith in Christ**" (value emphasized: evangelism); (2) "**Living Faith in God**" (value emphasized: courage); and (3) "**Self-controlled, Upright, and Godly Faith**" (value emphasized: self-control). Every adult receives a study book, a devotional book for their personal quiet time and an adult take-home paper.

The following is information regarding the materials that are used in the Adult Sunday Bible Study Class.

- **Comprehensive Bible Study in Large Print:**

An adult-level booklet providing adults with information about and application of a portion of Scripture.

- **"The Quiet Hour:"**

Daily devotionals coordinated with daily Bible readings listed in the **Comprehensive Bible Study in Large Print**.

- **"Power for Living:"**

An adult take-home paper profiling interesting Christians, along with other inspiring articles.

We will look forward to seeing you on Sundays --- come and join us.

**Carol Dacquisto,
Study Leader**



The Gospel of Luke

The **Thursday Morning Women's Bible Study** meets weekly in the **Christensen Room from 9:30 to 11:00 a.m.** We would like to extend an invitation to come and join a wonderful group of ladies who are studying the **Gospel of Luke**. We have three fine leaders that do different parts of the study: Melodie Baird, Carol Dacquisto, and Elaine Harris.

Nearly two thousand years ago, a doctor named Luke began a letter to a friend. Luke and Theophilus shared two loves: a love for Christ and a love for the facts. They didn't want legends; they wanted the truth. And so Dr. Luke begins to sort the truth and reports the facts to Theophilus. The result is part letter and part research paper.

It is part letter because it was written for a friend. What a bond must have existed between these two that Luke would labor so! It is part research paper, because Luke had studied everything carefully from the beginning, and he wanted Theophilus to benefit from his study.

With the skill of a surgeon, Luke probes for truth. Why? So his friend could know that what he had been taught was true. Did Luke have any idea that millions of us would benefit from his study? I doubt it. All he did was share the truth with a friend.

Can you imagine what would happen if we all did the same? Won't you join us on Thursday mornings? We will have a chair waiting just for **you!**

Study Leaders,

Carol Dacquisto, Melodie Baird and Elaine Harris



Presbyterian Women 2017 Annual Report

Presbyterian Women nurture their faith through prayer and Bible study, support missions of the church worldwide, and build an inclusive, caring community of women.

We currently have two active Presbyterian Women circles at the Presbyterian Church of Novato (PCN): (1) the **Ruth Circle** usually meets the fourth Tuesday of each month at 2:00 p.m. in the Christensen Room and (2) the **Rachel Circle** usually meets the fourth Wednesday of the month at 6:00 p.m. in the Christensen Room. In 2017, these circles met from September through May, with three joint meetings (held in September, February, and May.) The joint meetings included a luncheon which allowed time for the women to meet each other for worship and fellowship.

During the spring of 2017, we completed our 2016-2017 Horizons Bible Study series, ***“Who is Jesus? What a Difference a Lens Makes.”*** In May 2017 at our Joint Circle meeting/luncheon, we had a presentation about the Presbytery of the Redwoods’ **“Pedal for Protein”** program, whose purpose is to raise money for Northern California Food Banks to End Hunger in the Redwoods Presbytery and beyond. In September 2017 at our Joint Circle meeting/luncheon, we had a special program on the **“San Francisco Safe House,”** a Safe and Sober Transitional Housing Program in San Francisco for women escaping prostitution.

In October 2017, we began the 2017-2018 Horizons Bible Study entitled ***“Cloud of Witnesses: The Community of Christ in Hebrews.”*** Author Melissa Bane Servier writes: *“The community for which the letter, or homily, was written interacts, in a sense, with all communities of which we are a part, as we bring these groups with us wherever we go. This ever-present “great cloud of witnesses” (Heb. 12:1) strengthens and encourages us as we “run with perseverance the race that is set before us, looking to Jesus the pioneer and perfecter of our faith” (Heb. 12:1b-2). These lessons are all presented via a video narrated by the author, which provides a very rich and meaningful study of each lesson. It is not too late to become a part of the Presbyterian Women of PCN!*

Mission Projects:

Each month our circles collect the **Least Coin Offering**. Since 1956, Presbyterian Women have been collecting the least coin worldwide for evangelism, service, and relief projects. This gives our women a sense of being a part of the worldwide family of faith. Even the smallest donation will make a difference in the world when added together. We collected **\$27.62** this year.

In the spring, we collected the **Birthday Offering**, giving at least one penny for each year of our lives. This donation also goes toward innovative mission projects in the United States and worldwide. We collected **\$110.60** this year.

During the autumn months, we collect the **Thank Offering**. Along with Carol Dacquisto's Thursday morning Bible study class, we collected **\$522.31** this year. Much of this money goes toward support of hospitals and other health ministries throughout the year.

This year we again collected money for mosquito nets to help stamp out malaria. Each month, we collect \$0.05 for **Nickels For Nets**. We collected **\$45.92** this year.

We have added a new mission project this year: Providing hand-knit caps and blankets to new mothers in the church. If you are interested in participating in this project, please contact Glenise Johnson (415) 897-8759 (home) or (415) 717-7635 (cell) for more info.

The Presbyterian Women's circles have worked to maintain a beautiful **PCN Library**. Carol Dacquisto has spent many hours cataloging the books and other Presbyterian Women circle members have assisted Carol at various times to keep the books in order on the shelves. **We encourage both adults and children to check out the PCN Library in Room 1 ... there are many wonderful books to be discovered on the new shelves!**

Coordinating Team Members include: Glenise Johnson, Moderator; Carol Dacquisto, Secretary; Nelly Wannemacher, Treasurer; Ann Glazner, Sunshine Chairman; and member representatives, Pat Sullivan and Elinor Lacy.

We always welcome women interested in local and worldwide missions, a monthly Bible study, and being a part of caring and fun women by becoming an active part of our circle of Presbyterian Women ... ***Come Try Us Out!!!***

Respectfully Submitted,

Glenise Johnson, Moderator
December 31, 2017

'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.' **Mission Committee**
Matthew 25:40

In 2017, the Mission Committee was blessed to act on your behalf and distributed 24% of our PCN budget in the amount of \$166,154 to people and organizations that serve those less fortunate than ourselves. The Mission Committee thanks you for your continuing support.

In deciding who should receive mission funds, the committee has used the following guidelines.

Our evaluation considers whether the program, group or person is:

- A registered 501C3 non-profit
- A Christ-centered ministry
- Intentionally bears witness to Jesus Christ and the Christian Gospel
- Serves the poor
- Is 'sponsored' by a PCN member who acts as a liaison to the Mission Committee
- Effectively uses funds

The Finance Committee has included in the annual report a spreadsheet showing actual mission funds distributed in 2017.

Reflecting God's glory and Christ's teachings is the essence of 'mission.' In 2017, many people in our church have done hands-on work. They were involved in the mission-supported programs listed below.

Participating in making Novato and Marin County better communities

We are happy to report that the **Lynwood Reading Volunteer Partnership** is in its ninth year at Lynwood Elementary School in Novato. This program was designed to help schools faced with challenges associated with an influx of students from non-English speaking families. Each day, volunteers help in the classroom with reading and math. The success has been enormous with test scores rising continuously and the confidence of these children exceeding our expectations.

We continued to support **Gilead House**, which provides faith-based transitional housing for single mothers and their children. This is a real home, a place where six women and their children are mentored, taught, guided and loved.

Besides our congregational monetary support, a few of our congregants have volunteered their time and talents to Gilead House, including Carolyn Gerrans and Cami Mandell.

PCN has continued to support a new mother and daughter at Gilead House, who have recently moved into the "PCN" bedroom, by providing linens and toiletries to help them settle in. (The PCN

bedroom refers to a generous stand-alone grant from the Mission Committee to support the building of the new home in 2010.)

Mill Street Center is the “front door” of the **Homeward Bound** adult-service program and is the county’s only year-round emergency center for adults. PCN volunteers provide 60 dinners for Mill Street every third Monday of the month, totaling 720 meals for the year. In 2017, we had approximately 56 volunteers – typically 8-10 per month. Patty Reed and Annie Clausen manage the program as well as purchase supplies and extra food for donations. Bob Clausen picks up and transports the meals to Mill Street Center.

The Rotating Emergency Shelter Team (REST) is a program offered jointly by the St. Vincent de Paul Society and the Marin Interfaith Street Chaplaincy. Faith congregations and civic organizations provide overnight shelter and an evening meal to homeless men and women of Marin County.

PCN participated by providing one meal each month for approximately 50 men being housed at the Quest Church on South Novato Blvd on the first Tuesday of the month. During 2017, PCN volunteers, at their own expense, prepared and served these meals from November through May.

The ‘All Dressed Up’ Ministry started in August 2011. Its objective is to provide a set of clothing for inmates who are being paroled or discharged from San Quentin. The goal of the ministry is to provide at least 10 boxes of clothing to 10 inmates in a given month.

PCN actively participated in the All Dressed Up Ministry by distributing 74 boxes of clothing to inmates in 2017 and a total of 610 boxes since 2011. We have also collected a large inventory of clothing from the congregation for future deliveries and delivered a lot of the surplus to homeless men at the REST dinners. The ministry has been overwhelmingly supported by the congregation with “hands-on” support for the gathering, packaging, and mailing of the clothing. Volunteers from the congregation, the youth group, and the Mission Committee, led by Mike Robinson, have worked diligently to make this ministry happen each month.

North Bay Fire Emergency Evacuee Assistance: In the midst of the horrific fires that swept through the North Bay in October, Christ Church on Redwood Blvd. asked PCN to assist in bringing emergency meals to evacuees housed there. Spearheaded by Sandy Peterson, several PCN volunteers provided lunches for 40 people for three days at Christ Church, then an additional day at New Life Church. The group subsequently prepared and served dinner one night for 80 people at Light House Church on Novato Blvd. and also laundered towels for the Novato Human Needs Center, enabling fire evacuees to shower there. In addition to Sandy, Jeff Page, Regina Rus, Sharon Nebb, Nancy Mandell and Michelle Lubey all responded to this emergency with Christian care and grace. PCN’s response to this event has highlighted the need to have a disaster plan in place in order to provide an orderly response in the event a similar disaster befalls Novato. Bill Walker is now in the process of establishing a task force to design PCN’s disaster-preparedness plan.

Sharing the Good News

Bible Distribution

The Mission Committee purchases and distributes Bibles throughout the community. In 2017, we have given away Bibles to Novato residents at the “Scream on the Green” event, to families at Gilead House, to prisoners at San Quentin and to children at VBS. We also took Spanish Bibles to distribute to families in Juarez.

Traveling to hammer, paint, tape, plant, and create community spirit

Juarez Mission Trip Report

In November 2017, a team of 20, led by Regina Rus, Lisa Webber and Nancy Mandell, ventured forth to spread the message through acts of love, labor and faith.

The team built a home for a family of seven consisting of a mom, dad, four sons and a daughter. They were overjoyed that within two days their new home was built and ready for them to live in.

The Mission Committee also provided funds to operate the medical clinic. Dr. Vicki Martinez and Nancy Foster saw patients over two days.

The team also painted an exterior wall as a service project for a local orphanage, taught ESL classes, played board games with the children and distributed dental supply kits (toothbrush, paste and floss).

On the last evening of the trip, after a community church service, the team prepared and served a hot Shepherds pie dinner for more than 100 people and provided take-out meals to shut-ins in the area.

Regina Rus will lead the 2018 trip from October 17-20.

California Mission Trip:

In September 2015 a devastating forest fire caused extensive damage in the area of Middletown, Lake County, California. PCN volunteers joined members from eight northern California churches to assist in 2017 recovery efforts. For one week in June, one week in September, and one week in October, the group helped families clean up, rebuild and restore their homes and lives.

PCN mission funds contributed \$9,500 to support the rebuilding. Recovery work will continue for many months, possibly years, and our PCN volunteers all felt they made a significant contribution. There is no limit to the number of workers needed. Look for announcements about "Volunteers in Mission" trips in 2018.

Supporting evangelists far and near

This year our International Missionary has supported the following PCUSA World Missionaries:

Sarah Henken who cultivates partnerships in Columbia as well as in Bolivia, Peru, and Venezuela

Mark Hare and Jenny Bent in the Dominican Republic and Haiti

Bob and Kristi Rice in the Democratic Republic of Congo. They have relocated to South Sudan where Bob will teach at the Nile Theological College

Choon Lim and Yen Hee in South Korea

Gary and Marlene Van Brocklin in Sri Lanka, India and Pakistan, who visited PN on June 11th to share news of their ministry

Rev. Ryan and Alethia White in Germany

Burkhard Paetzold in Central and Eastern Europe

Rev. Chathy Chang and Juan Lopes in the Philippines

Rev. Shelvis and Rev. Nancy Smith-Mather in the Republic of South Sudan

Fundraising Events

Holiday Share/Sharing Tree...Co-Chairs: Carolyn and Art Gerrans. PCN contributed significantly to the Marin Food Bank by donating many, many barrels full of food at Thanksgiving and Christmas.

Our congregation also supported the Novato Human Needs Center's Holiday Share program through the sharing tree and the generous giving of gifts and gift cards for children and their parents. Thank you for these gifts and the many in-kind and cash donations given directly by congregants to NHNC and Marin Food Bank.

Alternative Christmas Faire ...Chairs: Nancy Mandell and Jane Sime. There were six organizations represented at the 2017 faire on December 3rd and 10th: Faith In Practice, Heifer International, New Beginnings/Homeward Bound, the Novato Youth Center, Compassion International Water Project, Church World Service and Gilead House. PCN raised \$6,418 at this year's event.

Two Cents a Meal: Donations, taken on the first Sunday of every month, totaled \$1,024 in 2017 and are used by the Presbytery of the Redwoods to relieve hunger both locally and nationally.

Buckaroo Breakfast: On the 4th of July, PCN provided a pancake breakfast in the Redwood Credit Union parking lot for parade attendees. All proceeds, in the amount of \$4,025, were donated to the Novato Youth Center

Pajama Drive: Following the Juarez Mission Trip, Nancy Mandell and Charlene Kuykendall led a successful pajama drive for the children in the Bethel Orphanage in Juarez from December 1st-15th. They collected and mailed out 130 sets of PJ's and toothbrushes as Christmas gifts for the children.

Special Offerings

- **One Great Hour of Sharing** - The total of the offering was \$4,154. The Presbyterian Hunger Program received 36% of undesignated One Great Hour of Sharing gifts. The Self-Development of People and Presbyterian Disaster Assistance each receive 32%.
- **Pentecost Sunday** - The total offering collected was \$2,651. Forty percent of the collection was given to the local branch of **High Risk Hope** (\$1,060.40).
- **Peacemaking Offering** – The total of the offering was \$3,220. A 50% portion was donated to the center for Domestic Peace (\$1,610).
- **Christmas Joy Offering** - The total of the 2016 offering which was distributed in 2017 was \$4,140. This amount was divided equally between the PCUSA Board of Pensions and the General Assembly to support Presbyterian-related racial ethnic education.
- **Disaster Relief:** This year our world, our country and the State of California suffered devastating losses due to huge, overwhelming natural disasters including Hurricanes Harvey, Maria and Irma and extensive wild fires in the North Bay and Southern California. In October, the Mission Committee asked the congregation for a Special Offering to contribute to PCUSA Disaster Assistance. Our congregation generously sent over \$1740 to PCUSA PDA and earmarked an additional \$4,450 to former PCN Associate Pastor Mike Umbenhaur and his family after they sustained significant flood damage to their home and property in Orange, Texas. The committee also sent \$3,000 to the Umbenhaur family and \$5,000 to the Presbytery of the Redwoods Disaster Assistance fund from its Discretionary Fund.

PCN Mission Volunteers – 2017

In an earnest attempt to save trees, and also to prevent the inadvertent omission of even one name of our scores of dedicated and tireless mission volunteers, we offer our grateful thanks to ALL of

those people who assisted in Christ's work for the following 2017 mission efforts: Lynwood Reading Volunteer Partnership; Juarez, Mexico Mission Trip; Middletown Mission Trip; Mill Street Monday Dinner Cooks; Gilead House, Rotating Emergency Shelter Team; Faith in Practice; and All Dressed Up Ministry. God has blessed PCN with a deeply compassionate and generous congregation that is willing and actively working to help others in need locally, nationally and internationally.

This year's Mission Committee members were: Ellen Breazeale, Bill Cameron, Phil Dougherty, Carolyn Gerrans, Barbara Gildea, Nancy Mandell, Art Plumstead, Mike Robinson, Jane Sime, Bill Walker and Kent Webber.

2017 Rotating Emergency Shelter Team – REST

Our PCN team did a fantastic job this past six months. They worked more than 600 hours, donated everything to prepare and serve more than 300 delicious meals, greeted the men with warm, welcoming smiles and did the hard set-up and clean-up, all with a willing spirit.

Special thanks to:

Audrey Boland, Kathy and Jim Botko, Lyle and Elsa Borcharding, Bill and Jane Bradfield, Annie and Bob Clausen, Sandi Class, Dick and Jo Crocker, Russ Dreosch, Alan Dunham, Becky and Don Erba, Connie and Ed Fischer, Beth Flynn, Don Foster, Jon Hanlein, Janalee and Fred Holmes, Jerry Mason, Art Plumstead, Jim and Shirley Nye, Doug Paff, Jim Rolka, Mike and Carol Robinson, Regina Rus, Don Schuster, Ray Shanahan, Bruce Stahley, Tom Telfer, Kaaren Tank, Kay Walker, Jim and Melodie Baird, Amy and Dan Rice, Kathy Takemoto, Amparo Ibanez, Laverda Shaver, Ruth Jankowski, Greg and JT, Kai Lancaster, Doug Sides, Suzy Lynam, Glenn and Colby Williams

Bill Walker, REST Coordinator

Membership and Outreach Committee

2017 Annual Report

“Go into all the world and proclaim the good news to the whole creation.”

John 16:14

The work of the Membership & Outreach Committee was accomplished by dedicated and talented members: Glenise Johnson, Elinor Lacy, Judy Snyder, Bruce Stahley, Kathy Takemoto, Jon and E.B. Hanlein, Jim and Shirley Nye, Jo Richman, and Elder Co-Chairs Ruth Haas and Sylvia Jensvold. Commissioned Pastor Ariel Mink provided excellent staff leadership. We thanked Judy Snyder for her loyal participation when she and David moved in August to be closer to family. Either E.B. Hanlein, Shirley Nye, Jo Richman, Ruth or Sylvia delivers a welcome package to the homes of first-time visitors and sends cards to out-of-town visitors.

Four Inquirer’s Classes were scheduled for those interested in learning more about the Presbyterian faith, its history, and wanting to become members of PCN. During 2017 we welcomed 17 new members. Those new members were recognized during worship services in August and December.

Chamber of Commerce: Elinor Lacy replaced Judy as PCN’s Chamber representative when Judy moved. We participated in the Novato/Marin County Chamber EXPO held at Stonetree Country Club in April. This provided a great opportunity for PCN’s programs to be displayed and advertised to the community. With Session approval, M&O hosted a Chamber Mixer at PCN in August. We provided snacks and supplied three raffle gifts, which reflected the talent of church members. Chamber Mixers are held every Wednesday morning at Atria, monthly on 3rd Thursday afternoon at various locations, and 4th Thursday at Mary’s Pizza. Membership in the Chamber of Commerce is a reciprocal relationship and it is important to get more church members involved. If interested, please contact Ariel or any M&O committee member.

Chamber of Commerce sponsored Scream on the Green. A PCN team was present at our table to greet residents as well as evacuees from the recent North Bay fires who were looking to restore a little normalcy in their lives. Our team handed out several Bibles and helped lead games and other activities with the children who were present.

Beyond the Pew. This is another M&O outreach opportunity to the community. Dave Bartruff presented his slide show of Jerusalem and the Holy Land during the Lenten season. An Estate Planning team discussed the Deferred Sales Trust in November.

PRESbyterian Press. Joe Simmons is PCN’s electronic PRESbyterian PRes editor. Hard newsletter copies are available on the table near the church office and can be mailed to people when requested.

Church Community Builder (CCB) is the electronic means of record keeping and communication among church members. Thanks to Stephanie Monahan for her continued help in monitoring the use of CCB and its cost.

Name tags are on the large board as one enters the church each week. If you need a name tag, please leave a note in the membership mail slot in the church office, or call (415-884-9204) or email (kathy.takemoto@outlook.com) Kathy Takemoto and she will prepare one for you. Adhesive name tags for guests are located by the guest book in the narthex.

Website committee: Our thanks to Michelle Roberts who continues to manage and keep the church website current. Check it out at www.pcnovato.org.

Cakes were provided from the M&O budget during the year. Two occasions were in honor of the 100th birthdays of members Libba Patterson and Alforetta Bottini and a third in recognition of Jeanne Convis' retirement after 16 years as the Administrative Secretary. Other cakes were provided during coffee time following the services in honor of members moving from Novato.

Membership and Outreach Committee meets the first Sunday of the month after the traditional service. Please consider joining the Membership & Outreach Committee if you have a desire to reach out to others.

Respectfully,

Ruth Haas
415-897-7629
ruthbollihaas@yahoo.com

Sylvia Jensvold
415-892-5268
syl-jens@comcast.net

Program and Fellowship Annual Report 2017

Committee:

Michelle Berlin Christian – P&F Elder
Ariel Mink – Commissioned Pastor
Sandy Peterson
Kathy Takemoto

Congregational Dinner and Meeting Sunday, January 29th 5:00 p.m. dinner/6:00 p.m. meeting

This year the small group who in the past volunteered to provide dinner opted out, so we decided to do a soup/chili potluck. Announcements were made in church. We did not do sign-ups, and had 15-20 crock-pots of delicious soups. The small group provided salad, P&F provided bread & butter, Sandy Peterson generously provided cookies from Alex's recent ordination celebration, and the men's group provided setup.

Attendance was down from prior years by about 10%. We don't know whether it was because it was billed as a "potluck" or if it was just a slow news year for the meeting. Either way, we decided to provide dinner for 2018.

Palm Sunday Brunch Sunday, April 9th After BOTH services

Ariel created a sign-up sheet for people to bring "heavenly" eggs (2 dozen/48 halves), fruit (ready to serve), bread/muffins (2 dozen ready to serve), or desserts (2 dozen ready to serve). They could also sign up to decorate, clean up or serve food (2-3 for each category will suffice). Thank you to Kathy Takemoto and Glenise Johnson who worked the sign-up table after each service for three weeks prior to the event and made reminder phone calls to everyone who signed up the week prior. Elsa provided the flowers and the large centerpiece. Deacons provided coffee/tea/juice service. Phil Dougherty and the men's group provided set-up at 8:30-8:45 a.m. P&F supplemented the brunches with savory finger food. This year we did BLT and egg salad sandwiches. Baby quiches work too.

Just a note we always need to remember to hold back enough food for the second service. More of the sign-ups come from the first service, and even though the second service has lighter attendance, they tend to eat more and make a meal out of the event.

Libba Patterson's 100th Birthday Sunday, April 23rd Between services

P&F joined with Deacon and Membership/Outreach to celebrate our beloved Libba. We shared the cost of cakes and provided the large pink basket to collect cards, photos and love notes.

63rd Annual Buckaroo Breakfast 4th of July

A million thanks to Big Buckaroo Steve Kinney.

All Church Picnic Sunday, August 27th

After single summer service

At Miwok Park, BBQ area 1

P&F provided hamburgers, hot dogs, buns, chips, condiments, charcoal, and paper products. Congregation was asked to bring a salad or sweet to share (I think divided by last name) and their own drinks. We provided ice water in the Buckaroo water coolers. We did announcements in church the three weeks prior. We did not do sign-ups, and there was plenty of food. Attendance was around 160-175.

Kathy provided crafts for the kids, we had a letter-writing station set up to support overseas troops, there is a jungle-gym for the kids and people were encouraged to bring outdoor games.

Takeaway thoughts: Possibly hold at PCN next year. While it is nice to get away to a park setting, I noticed a lot of our seniors and folks with mobility issues did not make the trip over, and it would be nice to share a meal with everybody. I over-bought burgers and dogs; 80 of each would have been enough.

Ministry Fair (Formerly Fall into Fellowship) Sunday, Sept 10th

Between Services

This used to be a P&F-hosted event, and a few years ago moved over to Stewardship. Brad Praun was in charge. P&F had two booths, one for All Church Camp and another for Harvest Festival/Trunk or Treat.

Next year I would be open to P&F taking on more of the food part again so Stewardship can focus more on content.

****Harvest Festival/Trunk or Treat** Sunday, October 29th

4:00-7:00 p.m., Kai Lancaster, chair

The North Bay was devastated by firestorms the week of October 8th. Kai and I discussed at length in the weeks following and came to the difficult decision to focus our resources, time and energy on supporting the entire community instead of planning a party for our church family. The decision was made to combine our celebration with the City of Novato's celebration on Saturday, October 28th.

PCN was set up in the parking lot of City Hall. Jeff Page, our interns and several of the youth manned a giant toy surprise machine that delighted children with gifts such as beanie babies and action figures. It was heart melting to see special gifts come out of the "machine" (giant stuffed animals and the like) for children who were victims of the fires and had lost everything. Members who had signed up to provide trunks for Trunk or Treat at PCN were asked to bring their trunks instead to the city celebration on Saturday. Only two trunks made the transition over. Membership and Outreach had a booth/tent set up across the way on Sherman.

As the dust settled from the fires and Halloween approached, reaction to the decision was controversial at best, and at worst, downright malicious. This was disappointing, because our church community really missed an opportunity to reach out to the greater community. The resounding feedback from the Mission Study completed October 2017 is that **PCN needs more young members and young families**. The City of Novato's celebration hosted **more than 2000** local families with young children. I had four families express to me that day they were looking for a church. We can

attract new young families by bringing our church family and our celebrations into the community so folks can see that what PCN is doing is something worth joining.

Takeaway for 2018: (1) we resume Harvest Festival/Trunk or Treat as normal. (2) Program and Fellowship should work closely with Membership and Outreach on a couple of events annually. The two that come to mind are the City of Novato's Halloween Celebration and the Annual Christmas Tree Lighting and Festival. Both events bring out thousands of young families. In addition to a booth with pamphlets, Bibles, and information, we should host a jumpee house, hot dog stand, hot chocolate stand, glitter tattoo stand, nativity petting zoo, or ANYTHING interactive to get our families out to show other families they need to be a part of PCN.

Ariel Mink's Commissioning Sunday, November 5th

2:00 p.m., reception following

Sandy Peterson organized a gift offering from the women of PCN for Ariel's stole. Deacons joyfully organized the reception.

Randy Peterson Day/AED & CPR Training Saturday, November 18th

4:00 p.m. information & training /5:00 p.m. hosted supper

This was planned around beloved Randy's birthday and the generous donation of three emergency defibrillators by the Peterson family in honor of Randy. The congregation met in the sanctuary, and a team of San Marin firefighters gave an in-depth lesson and demonstration on how/when to use the AEDs and CPR. Sandy and her family provided a wonderful dinner complete with several of Randy's favorite recipes. Sandy took RSVPs. There were 60-70 attendees. Childcare was provided.

Our congregation seems to enjoy informational activities such as this and Bev Winsor's classes. We might think about hosting a couple events annually where we bring in a guest speaker/educator then share a meal.

Advent Afternoon Sunday, December 3rd

2:00-6:00 p.m., Lisa Webber and Susi Lynam, chairs

An activity-packed afternoon for the whole family. Lisa and Susi provided all the fixin's (trays, bases, frosting, candy decorations, etc.) for children to make gingerbread houses then advent wreaths in Trevitt Hall. After the candy-coma, Jeff Page and David Mink led kids in much-needed outdoor activities and games. Meanwhile adults were encouraged to join in the "hanging of the greens" in the sanctuary followed by lively caroling with our own uber-talented Katy Hatfield. At 5:00 p.m. all reconvened in Trevitt Hall to share a meal organized by P&F. This year's total attendance was around 60.

Upcoming dates for 2018:

January 28th – Congregational Dinner

March 25th – Palm Sunday Brunch

April 27-29 – All Church Camp

June 24th – Kent's Retirement Fiesta

A special thank you to all for attending, contributing, serving, and supporting the many activities in our church designed to bring us together in Christian fellowship.

Respectfully Submitted,
Michelle Berlin Christian
Program and Fellowship Elder

A Matter of Balance Class

At its meeting in October 2016, Session decided to offer A Matter of Balance: Managing Concerns about Falls, at PCN. Since that meeting, we have held five of the eight-session fall-prevention classes here – reaching a total of 62 participants, ages 63 to 99! Not only did the participants learn the importance of staying active to avoid a fall but also how to make their home environment safe, what exercises help to reduce fall risk, how medications may affect balance, and the importance of assertiveness in fall prevention.

While PCN was hosting A Matter of Balance, Marin General Hospital was looking for a fall-prevention program. They ‘tripped’ over the one being held at PCN and have now contracted with me to coordinate the program throughout Marin County! Thank you PCN for opening the door and being the first in Marin to offer this much-needed program.

Cost: Participants paid a \$20 materials fee. No cost for PCN.

Faithfully submitted,

Bev Winsor

Master Trainer

Property Committee Annual Report - 2017

2017 was a very busy and productive year. With grateful assistance from many persons, the following projects were completed:

- Completed manse furnishings in preparation for occupancy by interns
- Repaired manse bathroom light fixture
- Restored operation of manse fireplace heater
- Repaired leaking pipes in room 201 restroom sink
- Repaired clogged drain pipe in manse plumbing
- Power washed education building stairs and walkways
- Removed tripping hazards in patio catch basin and sanctuary walkways
- Removed six hazardous trees, including stumps, from manse yard and parking lot
- Rearranged office filing cabinets
- Renewed sanctuary interior spot lights
- Repaired and serviced tractor mower
- Painted all classrooms and second floor hallways
- Held two campus beautification and clean-up days – trimmed lots of trees
- Removed two cypress trees in the island
- Inspected and updated fire extinguishers in church buildings and manse
- Treated termite problem in the manse
- Cleaned the parking lot for the school
- Repaired kitchen sink, replaced drainage piping and cleaned drain pipe
- Replaced bell tower cable
- Installed and replaced various door locks and adjusted doors
- Organized the old shed and installed additional shelving
- Repaired the gates at the manse
- Replaced the parking lot flood lights
- Installed electrical outlet for Jeff's car
- Removed slippery surface from education building walkway
- Removed two trees that the neighbor complained about on the north side
- Repaired manse dishwasher
- Replaced faucets in janitor's sinks and cleaned drain pipe
- Prepared draft of Disaster Preparation and Recovery Plan

Bill Walker
Don Erba
Property Elders

Personnel Committee Annual Report 2017

Staff:

PCN ended 2017 with 11 staff members. This includes:

Kent Webber, Senior Pastor and Head of Staff

Ariel Mink, Commissioned Pastor

Jeff Page, Director of Youth Ministry

Sally Carbonaro, Director of Children's Ministry

Katy Hatfield, Don Cobb and Bob McBain, who give direction to PCN's music programs

Stephanie Monahan, Financial Secretary

Tammi Clark and Linda Ward, office administration

Renee Garza, Nursery care provider on Sundays and special events

PERSONNEL COMMITTEE ACTIVITIES

Once again, one of the most important and labor-intensive activities is the personnel appraisal of staff. Around 50 members of the congregation were involved in reviewing the performance of staff members. Their assessments were collected by the Personnel Committee and compiled into individual reports for each staff member. Staff members were interviewed to ensure that they understand the nature of their performance. The staff member also provided feedback. The committee works hard to make the process timely, confidential and open to individual staff members.

During the year, Kent announced his intention to retire at the end of June 2018. The committee updated the job descriptions for both the Senior Pastor and Ministerial Associate, both of which were approved by Session.

In addition, Jeanne Convis retired in October, and the committee retitled the position as Office Administrator and updated the job description. We are delighted that a member of the congregation, Tammi Clark, accepted the position and joined the staff in October.

The committee was instrumental in recruiting Don Cobb as Director of Contemporary Music. Don joined the staff early in February and is a welcome addition who brings his energy, talent and enthusiasm to the band. Special thanks to Dennis Hagerty for providing interim band leadership.

Gordon led the project to bring on board our two interns, Sydney and Harlie who are staying in the manse and working with SEEkers under the tutelage of Jeff.

Again this year there have been numerous other activities we have undertaken that are either confidential or seemingly too minor to mention. We continue to track Kent, Jeff, Ariel and Sally's quarterly goals and achievements against goals.

I would like to thank this year's Personnel Committee for their patience and diligence. Committee membership is: Don Brand, Bill Cameron, Gordon Gaddy, Bethany McMicken, Kent Webber, Ariel Mink, and Mike Winsor.

This report respectfully submitted on behalf of the committee by Mike Winsor.

Stewardship Report

Committee Members: Brad Praun – Stewardship Elder, David Mink, Kent Webber – Pastor
Sub-Committee members - Doug Paff, Art Plumstead, Bruce Stahley, Don Brand, Jane Sime, Walt Campbell, Michelle Berlin and Becky Praun

The Presbyterian Church of Novato members and friends continue to be generous and faithful stewards of its church programs and mission, serving those in need in its congregation, community, nationally and worldwide, blessed by the finances and talents gifted by our gracious God.

The Stewardship Committee chose to continue using the Consecration Sunday Stewardship Program that has been used at PCN for over 22 years, because it allows us to communicate this church's mission, program successes and needs in a way that encourages and challenges each individual/family to search out how Christ is calling them to respond to the sharing of their gifts from God in support of PCN and those less fortunate in need. The Stewardship Program highlights:

- PResPRes stewardship articles in September and October releases.
- Time and Talents Fair in September
- Focused stewardship testimonials by PCN members at September and October church services, where they shared what PCN means to them and the importance of their stewardship to ensure all our programs are funded and supported. PCN is grateful for Tali Sundberg, Bruce Stahley, and Carol Dacquisto for their thoughtful words and contributions.
- Consecration Sunday (October 22, 2017) - where we were privileged to hear Reverend Brenna Hesch-Marshall, Associate Pastor at First Presbyterian Church of Santa Rosa give her sermon titled "This is Not a Game," focusing on how we must be prepared to give everything for a future we cannot know or control. When we put our trust and resources of **time**, **talent** and **treasure** in God's hands, extraordinary things happen; where our members and church friends turned in their "2018 estimate of giving (EOG)" cards for dedication and blessing; and where we provided a "finger food" brunch after each service to celebrate our continuing strong stewardship.
- November letter and follow-up calls by our committee to those members with outstanding EOGs, so that we could consider everyone's stewardship gifts in our 2018 budget planning process in early December.
- As of December 31st, we had received 195 "estimates of giving" pledges for a total of \$691,673; with 6 Giving Units representing \$13,000 still to be submitted
- Of the 195 pledges, 74 (39%) increased with many of our members/families continuing to work toward "tithing," 97 (49%) stayed the same; and 24 (12%) decreased from last year.
- Average pledges increased to \$3,547 (less than a 1% increase from 2017).
- Even though we lost some of our generous stewards, having transferred out of our area or passed away in 2017, the \$50,000 decrease was more than offset by new membership and current members' increased giving.

In total, the fall 2017 Stewardship campaign represents a wonderful expression of living the vows we all took as members – "to give of our time, talent and assets." Obviously God expects a great deal from us, since He has entrusted us with so much to manage. Because of our gifts, PCN will be able to fund all of our essential Ministry, Worship, Christian Education, Fellowship, Mission, Administrative and Property needs for 2018. **With a special increased focus and commitment to Christian**

Education for our youth, PCN is working hard to grow a Christian legacy for our families and community.

The committee would like to express its thanks to all of the people who helped with organizing and conducting the campaign. We would also like to express our thanks to the congregation for strongly supporting Christ's work through His Church. Most importantly, we wish to thank God for entrusting us with this treasure and we pray we are good stewards of all God's gifts.

Faithfully submitted by Brad Praun, PCN Stewardship Elder

Endowment Fund 2017 Annual Report

The PCN Support and Endowment fund was established in 1989 with two large bequests. In 2012, the name was changed to the Endowment Fund and administration of the fund became more strategic to assist PCN with its longer-term goals.

In 2004, the Endowment Fund loaned PCN \$200,000 to assist with the purchase of the Manse property. In 2009, the Endowment Fund loaned an additional \$250,000 to pay off the higher interest commercial loan associated with the Manse property. In October 2017, the Manse property was fully paid for in less than 13 years after the property was acquired. The Endowment Fund had a significant role in this milestone. When the property was acquired, the Endowment Fund provided \$100,000 towards the purchase, in addition to the loan made by the Endowment Fund.

The Endowment Fund makes investments with the principal balance of the fund and provides assistance to PCN through the earnings on those investments. As of November 30, 2017, the principal balance of the fund was about \$703,000 and about \$120,000 was available for distribution.

In 2017, PCN received over one million dollars from the Betty Doerksen estate. Session elected to place the management of those funds with the endowment committee. As of November 30, 2017, the Doerksen funds balance was \$1,024,361.

The Endowment Fund presents an excellent giving opportunity for individuals who experience a non-recurring or unexpected source of funds such as from a bonus, a stock conversion, or inheritance.

It is a way to make a gift beyond the PCN Operating Budget that will be an investment in the future and can make a difference for PCN. Contributions to the fund are an exceptional way to provide for a Christian witness well beyond one's lifetime.

Thanks to Endowment Fund Committee members Dick Crocker, Jon Klinkman and Walt Campbell,

Jim Botko, Chair

Tonya Church, Co-Chair

Worship Committee's Annual Report 2017

Worship committee members are Kent Webber, Katy Hatfield, Don Cobb, Marcus Combs, Bill Bradfield and Sandy Fong.

“Share in Joyful Worship” is the mission of the Presbyterian Church of Novato and with help from volunteers willing to be generous with their time we are able to fulfill this mission each Sunday during two services. There are also special services during the year such as Ash Wednesday, Good Friday and Christmas Eve. Part of what makes these services special are two very important volunteer groups: the Praise Band at the contemporary service led by Don Cobb and the Chancel Choir at the traditional service led by Katy Hatfield.

Another group of volunteers very important to every church service are the ones who give of their time to work in the audio/video booth. The contemporary booth video volunteers are: Lisa Shanks (schedule coordinator), Margo Forbes, Carrie Ford, Jon Hanlein, Greg McQuinn, Peter Nebb and Linda Ward. The audio volunteers for the contemporary service are: Kevin Flynn (schedule coordinator), Ben Comnick, Don Forbes, David Harmon, Steve Nebb, and James Wood. The traditional booth volunteers are: Bill Bradfield (schedule coordinator), Sandi Class, Bill Walker, Jim Rolka and Bob Clausen. We appreciate the time and energy Lisa, Kevin and Bill put into coordinating the booth schedules and the volunteers who are willing to give of their time on Sunday mornings and for all special services during the year.

As a church family we share in Holy Communion on the first Sunday of every month as well as during special services such as Ash Wednesday and Good Friday. This also would not be possible without the help of volunteers to serve the Communion. We thank past and present members of the Deacons and Elders who are willing each month to help serve Communion and share the gift of Jesus Christ with all who partake. We would also like to extend a special thank you to Kathy Takemoto for making sure everything is set up for both contemporary and traditional Communion services each month and Larry and Shirley Evemeyer who clean and store the Communion trays after the Communion services. We also would like to thank Marion Hune for baking the bread that is used at the Ash Wednesday and Good Friday services.

The Worship Committee depends on our wonderful volunteers and we truly appreciate each and every individual who has helped in the past or may help in the future to make each church service special and meaningful for all who participate.

Stephen Ministry Annual Report 2017

Stephen Ministry continues to be an active program at The Presbyterian Church of Novato. In 1987, the Stephen Ministry was brought to PCN by church member Edith Penfield and Pastors Don Rayment and Bob Grove. They were trained to become Stephen Leaders. This ministry extensively trains and guides interested church members to give one-to-one confidential support to people experiencing a life crisis or change, which may include dealing with an illness, a divorce, a job loss or other life challenges. To this date, more than one hundred people have been trained to be Stephen Ministers, and at any one time eight to eleven care-giving relationships are active in our church. Stephen Ministers come from all walks of life, the majority being lay people with a common bond of their love for the Lord. They bring Christ's love to hurting people.

This past year Stephen Ministry sponsored a 50-hour training program. The training combines reading, lecture, discussion, skill practice and spiritual growth activities. Four of our church members attended. Three members of the Methodist Church joined the training. In May, the training concluded with a well-deserved commissioning of new Stephen Ministers.

Stephen Ministers greatly appreciate Pastor Kent Webber and PCN staff for their ongoing support of this important ministry. If you or someone you know could benefit from a Stephen Minister's support, you can talk with Kent or a Stephen Leader for next steps and advice.

Respectfully submitted,

Kathy Botko
Stephen Ministry Leader

Deacon Annual Report 2017-2018

“.... Come, You who are blessed by my Father; for I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me....” Matthew 25:34-36

The Deacons are truly blessed to have the opportunity to be in ministry not only to the congregation of the Presbyterian Church of Novato but also to the community beyond the church. The Deacons have faithfully served throughout this year in all capacities, no matter what the request.

The Deacons on Duty have responded weekly to needs, joys, concerns – contacting the appropriate Deacon for transportation, meals, delivering flowers to senior residences, “standing” at the bedside with love, expressing the love of Jesus with the human touch.

Due to the generosity of the congregation, Deacons were able to provide monies to Pastor Kent in order to assist those in our community, within the church and beyond, with special requests. Deacon Visitation Team has met twice monthly with beloved PCN members (5) not able to gather often with the “church family.” Deacons enjoy the humor, the wisdom, and the joyous hospitality that is extended during their visits.

Memorial and Reception Teams have had a full calendar this year – eight services and receptions were lovingly provided. Attendance numbered from the 50’s to almost 300. Deacons are grateful for the “Deacon Angels” that spontaneously appear to assist in the reception preparations, the donations of food, the serving, as well as the clean-up. All focus is on the family and meeting their wishes at this time of sorrow and celebration.

Our great joy this year was to have the opportunity to celebrate birthdays of 100 years for TWO of our outstanding PCN members: Libba Patterson and Alforetta Bottini – cake and loving wishes abounded. Another unique opportunity provided us was the celebration of the ordination of two PCN members: Alex Peterson as an ordained Teaching Elder and Ariel Mink as an ordained Commissioned Pastor.

Each Deacon volunteers six times over the year to prepare, serve, and clean-up for Coffee & Conversation following each Sunday Service. This can often be a calendar dilemma, but the Coordinator is always rewarded with a volunteer willingly to respond, “Here I am!” Personnel serving in our Armed Forces receive cards of greeting and support throughout the year – expressing our gratitude, our pride in their service, and care for their safety.

Acting upon a proposal by a PCN member, the Deacons approved the Visitation Team (customarily the Chair) to attend and participate in a quarterly conference meeting regarding the best interests and welfare of PCN member Sally James, who resides at the Novato Healthcare Residence. This action will ensure her needs are considered and implemented for the duration of Sally’s life.

This year upon evaluating the disbursements of financial support, it was the consensus of the Deacons there was a need to develop guidelines and procedures for further transparency and

accountability. A sub-committee of three tackled this project and with drafts, team discussions, revisions, and final approval the Deacons now have a **PCN DEACON BENEVOLENCE FUND PURPOSE, PROCESS, AND GUIDELINES** document. This will provide the Pastor as well as the Deacon Team to consider more definitively the need and purpose of the financial request of a PCN member, former member, or regular attendee.

A team of seventeen members have given their time and their talents throughout this year – ministering to all, even within our own Deacon membership. One team member needed to resign mid-year due to relocation and we continued with sixteen. We met monthly to share our joys and concerns, to ask “what can we do better,?” “are we overlooking someone,?” “what would Jesus have us do?” The Deacon team is privileged to be in the service of our Lord and Savior.

Kay Walker,
Moderator

Finance and Administration Committee 2017 Annual Report

The generosity of the members and friends of PCN continues to overwhelm us, as at the close of the 2017 PCN Operating Budget year, we were blessed with a surplus. As we moved into the budgeting process for the 2018 calendar we were again humbled by the generosity of so many members and friends to help us continue to grow and thrive at PCN. Many thanks go out to the Stewardship Committee for the support they provide, especially as they follow-up with the congregation, even into the month of December.

At the year-end 2017, the congregation's giving was 104% of the budgeted Estimates of Giving (99% of total pledges) and loose offering finished \$30,916.13 above the budgeted forecast. We did however, encounter a couple of unexpected expenses, leaving us \$4,380.99 over the budgeted expenses. We also had \$11,176.37 in income from the GSLC, to allow us an adjusted surplus of \$76,087.21. The Finance and Administration Committee has recommended to Session that the past year's surplus monies be transferred to the Property Reserve and the Operating Reserve. Therefore, \$22,033.78 will be transferred to the Property Reserve, and \$54,053.43 will be transferred to the Operating Reserve. This "Property Reserve Fund" will play an important part in our support of anticipated major property improvements and repairs.

The Good Shepherd Lutheran Church continues to operate its middle school on the PCN campus. Rent proceeds have been used to pay off the debt on the manse and will be used in 2018 to cover some one-time expenses.

PCN has cash in the form of Operating Reserve, Property Reserve, float (money received, but not spent), and Transfer Accounts (restricted-use funds). The sum of these amounts is more than \$605,000. Not all this cash is needed every month, so in an effort to derive further benefit from this money, it has been invested in bank and other CDs that pay more interest than what can be earned in the checking account. Interest earned is not included in the annual budget for 2017, but will be tracked as income in 2018. Since these funds are not budgeted, the amount will be expected to be placed in the Operating Reserve at the end of 2018, with the intent to have at least 3 months, but not more than 6 months of expenses to maintain PCN operations (exclusive of Mission Giving).

The annual review of the books was completed in October by Mike Winsor. We appreciate his help in getting this requirement accomplished in 2017.

Our committee again suffered the loss of one of our long-time members, Randy Peterson. He is sorely missed, but his wisdom, vision, and prudent methods of budget balancing will live on through this committee.

With the announcement of Kent's retirement, Finance and Administration undertook the laborious process of switching to a new accounting system. The committee also felt it prudent to enlist the services of a payroll service, to support Stephanie in her role. We would like to especially thank Stephanie for her extra effort at an already busy year-end time. Her efforts have made this transition possible. We also want to thank Regina Rus, for extra efforts, guiding us through this transition, and making our bookkeeping system transparent. Thank you also to our other Finance and Administration Committee Members Walt Campbell, Jon Klinkman, Brad Praun and Regina Rus for the many hours they have given in financial wisdom and vision, so that we may be good stewards of the resources given to PCN. We want to also thank Stephanie for her work on a daily basis to support this committee, providing data, and having a great attitude.

Yours in Christ,
Jim Botko, Co-Chair

Tonya Church, Co-Chair

