



# Faith Episcopal Church

## Bishop's Committee Meeting August 21, 2016 Minutes

A meeting of the Bishop's Committee was called to order at 11:17am.

Members present: Ralph Behrsin, Mike Dmytriw, Geof Farnsworth, Cindy Louter, Lisa Pickford

Members Absent: Janet Chisholm, Kathleen Costello, Nancy Davis, Bryan Price

Also Attending: Rev. Pat Eustis

Opening Prayer: offered by Rev. Pat Eustis

1. Affirmation of Mission: offered by Ralph Behrsin
2. Approval of Minutes: A motion was made, seconded and carried to approve the minutes of the July 17, 2016 Bishop's Committee meeting.
3. Clergy Report: Rev Pat reported that the clergy met to set their schedule and recommend that office hours be cancelled on Wednesdays due to no one coming in. The clergy is looking to the BC for guidance in regards to other activities they can do for the congregation, such as Pastoral Care (home visits) or Adult Education. Janet plans to work with the clergy on home visits, and it has been confirmed that her New Jersey certification is good for 5 years in California. Due to so much interest over a sermon topic Pat offered to do an educational series on "Keeping the Sabbath" on Thursday nights in October. Ralph requested that clergy provide the topic of their sermon in the "This Week at Faith" emails.
4. Treasurer Report: Cindy presented the Treasurer's Report for Janet. She will attach notes to this document. It was moved, seconded and carried to approve the Treasurer's report.  
Kathleen Costello was able to find colleagues to perform an external audit of our 2015 books. It will be done on September 11.
5. Warden's Report:
  - a. Johnny Auld has been hired as Parish Administrator and is in the process of successfully completing his training. He plans to work 15 hours a week. His office hours are TBD.
  - b. We are still in search of a Warden candidate for 2017. Rev Pat offered to preach about the Warden position next Sunday in her sermon.
  - c. Calendar: Mike Dmytriw is starting up Fellowship Card Night on the 2<sup>nd</sup> Thursday night of the month. This will take place of Ladies Bunco Night, which has gone down on attendance in recent months. All are welcome to the Fellowship Card Night. A \$10 buy in will be charged and winning pot will go to various needs around the church, such as helping the choir.

It was suggested that due to the large success of Beach Worship, we should think about having 5<sup>th</sup> Sundays as a nature/outside worship service, possibly at Laguna Niguel Park.

6. Task Items

- a. Safety & Security Report: Nancy and Bryan were not able to attend the meeting, so Geof presented the information he had. He was unable to provide information on the Emergency Evacuation Plan that Bryan is working on. Geof provided information on 2 camera/intercom systems that Nancy and Bryan had researched. The plan is to hook it up to the front door so the Administrator is able to see who is at the door from the office. The BC has already voted to purchase this item and we have funds in the budget. It will be up to the Building and Maintenance Committee to determine which unit is most appropriate.
- b. Building & Maintenance –
  - i. Chandelier: Several of our ballast boxes have burned out on the chandelier. It will cost about \$900 to replace. A motion was made, seconded and carried to replace the broken ballast boxes.
  - ii. Carpet: Bryan is ordering carpet tiles and choosing paint color for the office.
  - iii. Office Redecorating Project: Geof shared the plan for this project. Discussion of placement of furniture and who would do project management followed. It will take place on two Saturdays in September. Cindy is exploring the option of placing Johnny in the position of project manager for this endeavor.
  - iv. Welcome Team: Barbara Kimler and Jeanne Dmytriw are taking over as leaders of the Welcoming Team. They will be setting policies and putting procedures in place for welcoming visitors and establishing regular Newcomers dinners.
  - v. Adult Education: Kathleen Costello is working on that.
  - vi. Youth Formation: Lisa Pickford is developing the calendar for Godly Play with the teachers. The plan is to begin classes Sunday, September 11.

Respectfully submitted by Lisa Pickford, Acting Secretary

Minutes approved September 18, 2016