



Bishop's Committee and Town Hall Meeting
January 15, 2017

MINUTES

A meeting of the Bishop's Committee and town hall was called to order at 11:30 a.m.

Members present: Ralph Behrsin, Janet Chisholm, Kathleen Costello, Nancy Davis, Geof Farnsworth, Cindy Louter, Bryan Price (quorum)

Members absent: Mike Dmytriw, Lisa Pickford none

Also present: Rev. Dawn Vukich

Opening Prayer: Rev. Dawn Vukich

- 1) Affirmation of Mission: offered by Geof Farnsworth
- 2) Approval of Minutes: A motion was made, seconded and carried to approve the minutes of the November 20, 2016 Bishop's Committee meeting.
- 3) Treasurer's Report:
 - a) Janet Chisholm presented the December balance sheet and profit/loss statements. There is a surplus of \$6,500 of income over expenses year to date. Pledges totaled just under \$73,000 against \$80,950 budgeted. Income included \$7,600 from fundraisers, shepherd's fund contributions, and facility usage. Some expenses were under budget (utility costs and wages for supply clergy and parish administrator) and some were over budget (business park association assessment for grounds and maintenance).
 - b) The 2017 draft budget submitted to the diocese at mid-year as required was updated to reflect the actual year-to-date expenses and income, to show projections of \$89,100 income and \$83,000 expenses and a surplus of \$6,500. There is \$25,000 in Sutton Trust for capital expenses, and \$15,000 in the Morgan Stanley account for operations. The rate of return on the Morgan Stanley account is 10 percent. The 20-year life expectancy of the roof has 5 years remaining before replacement (estimate \$20,000) will be necessary; in the meantime it can be repaired as necessary. It was moved, seconded and carried (with one abstention) to approve continued repair of the roof until replacement is necessary. The Building Committee will arrange for annual termite inspections and recommend necessary abatement. It was moved, seconded and carried to approve the proposed 2017 budget.
- 4) Warden's Report:
 - a) Warden 2017: Cindy Louter will continue as Bishop's Warden for 2017 but cannot serve in 2018. Her new job will require that more of the parish and Bishop's Committee assume more of the parish workload. Bishop's Committee members can serve consecutive three-year terms followed by a one-year hiatus, or can then assume the role of Bishop's Warden. The three members (Nancy Davis, Geof Farnsworth, and Bryan Price) whose terms are ending will form a nominating committee to prepare a slate of members to fill openings for the 2017-19 terms; the slate will be presented to the congregation for election at the annual meeting along with candidates for convention delegate and alternate.
 - b) Annual Meeting: The agenda will include a recap of 2016, budget report and 2017 budget proposal, recognitions and appreciations, elections, and outlook for 2017. Cindy will ask for reports from standing committees, as well as sign-ups for time and talent volunteers. Johnny will attend the liturgy meetings to help alleviate errors in service bulletins and TWAF.

- 5) Clergy Report: Bishop Diane Jardine Bruce will celebrate the Eucharist at Faith on Pentecost, June 4. In anticipation of that visit, our rota can conduct four-week classes for those interested in baptism, reception, or confirmation. Cindy is working on training for vested worship assistants so our clergy will always have assistance during the service. Those who had previously completed the training (Bryan and Ellen Price, Lisa Pickford, Nancy Kendrick) were never scheduled to serve and now require a refresher. Janet will work with Johnny to keep the prayer list current and include it in the service bulletin.
- 6) Task Items
 - a) Stewardship:
 - b) Marketing:
 - c) Safety and Security:
 - d) Building and Maintenance: See report dated January 15, 2017.
 - e) Welcoming: Ralph will work on a plan for nametags.
 - f) Adult Education:
 - g) Youth Formation: Announce need for leadership at annual meeting.
- 7) New Business: Sexton. Tasks, inventory, duties for sexton needs supervision.

FOLLOW UP ITEMS

- Nametags
- Youth formation

The meeting was adjourned at 1:15 p.m.

Next meeting: February 19, 2017

Respectfully submitted by Kathleen Costello

Approved February 19, 2017