



# Faith Episcopal Church

Bishop's Committee and Town Hall Meeting

July 17, 2016

## MINUTES

A meeting of the Bishop's Committee and town hall was called to order at 11:10 a.m.

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

Members absent: none

Also attending: Rev. Valerie Hart

Opening Prayer: offered by Rev. Valerie Hart

1) Affirmation of Mission: offered by Nancy Davis

2) Approval of Minutes: A motion was made, seconded and carried (Geof Farnsworth abstaining) to approve the minutes of the June 26, 2016 Bishop's Committee meeting.

3) Clergy Report: Rev. Valerie reported that the rota members have been in communication and will convene to plan the fall schedule. Cindy Louter has notes from their meeting. Karen Wojahn's participation is uncertain and unpredictable. There have been no responses to date to the call for lay visitation volunteers that appeared in This Week at Faith. Rev. Valerie recommended that any lay visitors who do sign up complete "safe church" training at a minimum. Bryan Price is interested in becoming a lay visitor; Janet is unsure whether the Los Angeles diocese would accept her New Jersey diocese certification. Jim Fee's family has requested visits; David Brian would benefit from them. It was suggested that that a call for lay visitors be made from the pulpit on Sundays. Additional responses to the congregational survey concerning the rota program will be sought via This Week at Faith and pulpit announcements.

4) Treasurer's Report: Janet Chisholm presented the Treasurer's Report dated June 30, which shows significant savings on utilities thanks to newly installed timers for lights and air conditioning. Pledge income to date is under budget but that is essentially a timing issue. Some quarterly income has just come in. Janet will send out quarterly pledge statements. It was moved, seconded and carried to approve the Treasurer's Report.

July 31 is the deadline to submit a mission share grant request for 2017. Cindy Louter read the email she received from Claire Zavala at the diocese stating that Faith was not awarded a mission share grant for 2016, but that they will revisit our request for reimbursement for the cross. Faith has always received mission share grants in the past, both before and after having full- and part-time clergy positions (Sharon Gracen was the first full-time clergy). Rev. Valerie commented that within the diocese and nationally there is lots of conversation about how to revitalize small congregations. Rev. Dawn Vukich serves on the Program Group on Mission Congregations, which recommends grants to the diocese. The mission share grant proposal should highlight ministries and show a three-year plan of growth toward self-sustainability as well as deliverables. The draft proposal will be circulated to Bishop's Committee members. Kathleen Costello volunteered to reach out to local congregations to seek volunteers to complete the external review of the 2015 books.

5) Warden's Report:

a) Parish Administrator: This Wednesday's healing service is cancelled to accommodate interviews with candidates for the parish administrator position. The interview committee consists of Cindy Louter, Rev. Dawn Vukich, and Sarah Farnsworth. The diocese requires new hires to complete a background check and fingerprinting.

- b) Bishop's Committee 2017 candidates: The diocese requires that candidates be baptized or received Episcopalians; or Lutherans, as they are considered to be in communion with the Episcopalian church. The Bishop's Committee election committee typically is considered to be composed of outgoing members (the terms of Geof Farnsworth, Nancy Davis, Bryan Price will lapse in 2017).

**TASK ITEMS**

Safety Security: Nancy Davis obtained an evacuation plan that she is studying as a template for us to use. We need to develop and post evacuation maps (Bryan Price will prepare maps) and then stage drills. Nancy Davis will ask the fire inspector for input on our plan. Bryan plans to collect costs from security monitoring vendors and various alternate security systems. Barbara Kimler and Lisa Pickford will attend active shooter response training in August at the OC Intelligence Assessment Center.

Youth Formation: The program is the same as last year and we have all the materials required. Children's Sundays will be on the third Sunday of the month.

7/24 Kids Bell Choir  
8/21 Welcome Back Sunday (backpacks)  
9/18 Instructed Word Service I  
9/25 Instructed Eucharist Service II  
9/25 Liturgy Committee meeting  
10/2 Blessing of the Animals

Summer Sunday School: We need a kids program for August. One suggestion is a music program.

Building & Maintenance: Geof Farnsworth shared a plan for placement of the new office furniture. A plan to approve \$1,200 for ballast replacements for the chandeliers was tabled until a specific proposal is developed, then Janet confirm the source of funds that can be used; the proposal can be circulated and acted on via email. Bryan Price is also to obtain bids on replacement carpet tiles for the office.

The meeting was adjourned at 12:50 p.m.

**Next meeting: August 21, 2016**

Respectfully submitted by Kathleen Costello

Approved August 21, 2016