



Bishop's Committee and Town Hall Meeting

October 16, 2016

**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, Nancy Davis, Mike Dmytriw, Cindy Louter, Lisa Pickford, Bryan Price (quorum)

Members absent: Kathleen Costello, Geof Farnsworth

- 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 September 18, 2016 Bishop's Committee meeting.
- 3) Treasurer's Report:
  - a) Janet Chisholm presented the September balance sheet and profit/loss statements. Funds from the diocese to reimburse costs to fabricate the cross have been received; expenses for the current refurbishing/remodeling project will be offset by these funds. The transfer of funds from the capitol account will be delayed until the repairs are complete.
  - b) Payments to the clergy have been revised to accommodate the preferences and needs of the clergy and appears a satisfactory solution.
  - c) Savings in the last month on electrical utilities (\$260 vs \$450 previous year) reflects benefits of timers and "smart" switches.
  - d) Proceeds from Wine Tasting and the Chili Cookoff shall be divided between Godly Play and Marketing, as previously agreed. "Advertising" category to revised to "Marketing."
  - e) A motion was made, seconded and carried to approve the Treasurer's Report.
- 4) Warden's Report:
  - a) Bishop's Warden 2017 candidates: The search for a new Bishop's Warden is ongoing. A proper job description is lacking currently and would be useful in recruiting. The job descriptions for the Bishop's Warden and Bishop's Committee Member shall be drafted and included in "This Week at Faith" and the weekly bulletin. The leadership transition occurs at the annual meeting at the end of January.
  - b) Calendar: The Liturgy Committee is considering ideas for a service on Christmas Day, required since it falls on a Sunday this year. Come in your pajamas? It was confirmed that a midnight service on Christmas Eve would not cover the requirement for a service on Sunday.
  - c) The Stewardship letter is being revised for distribution to the congregation. Introduce cards with the "What I'm thankful to Faith for..." prompt next week with recitations scheduled for November 13 and November 20.
  - d) Office Computer: The McAfee license is being researched for possible renewal. It was agreed upon that it should be renewed.
- 5) Clergy Report: The members of the clergy rota meet quarterly; there is no update since the last report. Further clarification of the congregation's goals for the Rota is still required
- 6) Task Items
  - a) Safety Security: Bryan Price has developed an evacuation map and has installed in five locations. Cameras/intercom system will be the next project in line.

- b) Building & Maintenance: Geof Farnsworth proposed that in addition to ballasts, all fluorescent bulbs be replaced in the chandeliers (48 bulbs). No report on chandelier ballast update.
  - c) Corp Sole: The Corp Sole subject will remain on the Bishop's Committee agenda until resolved by the diocese.
  - d) Adult Education: To be explored by ad hoc group considering preferences and priorities for clergy rota.
  - e) Youth Formation: Both a leader for the youth formation group and a parent organizer need to be recruited.
- 7) Closing Prayer

FOLLOW UP ITEMS

- Janet Chisholm will research price and minimum order of "Forward Day by Day" prayer booklets for possible purchase and distribution to visitors with an optional \$1 collection. Motion to purchase 25 copies approved.
- 5th Friday potluck events for newcomer welcomes and member fellowship
- We should publicize the Michael Saunders and John Henry concerts, and possibly accept donations toward a specific purpose that would appeal to attendees.
- Stewardship letters with pledge cards will be sent out. One brief testimonial will be presented at the services in the second through fifth Sundays in October.
- Cindy will ask whether the Kendricks would host an ingathering dinner in November to conclude the stewardship campaign?
- Kathleen will send out a Doodle poll to pinpoint a date and time for the ad hoc group to meet about clergy duty preferences and adult education.
- Need to promote interfaith prayer service.
- Need to organize and start lay visitations for ailing members of the congregation.

The meeting was adjourned at 1:30 p.m.

**Next meeting: November 18, 2016**

Respectfully submitted by Bryan Price

*Approved November 20, 2016*