



Bishop's Committee and Town Hall Meeting
May 15, 2016
MINUTES

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

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

Members absent: Ralph Behrsin

Also attending: members of the congregation and rota clergy

Town Hall Meeting Announcements

Building and offices

Cindy Louter reported that the office next door to the sanctuary is now home to the administrative offices of Foursquare Church, which donated the foos ball table and has offered to donate various pieces of office furniture that will be used to refresh Faith's offices or offered to renters. Barbara Kimler organized volunteers to move the furniture on Thursday. Bryan Price reported that carpet in the office will be replaced. Geof Farnsworth announced that a work day will need to be scheduled in mid-June. Some options for additional storage are being explored (above the kitchen; a pull-down ladder to the attic space). The dumpster area needs to be tidied up. Cindy reported that twice this week the building had not been locked/secured properly. The closedown checklist will be updated to include closing instructions; it will be posted on the back door. All must be more aware of security.

Clergy and worship schedule

Cindy reported that the rota schedule is set through September and posted online and in the office. In September "instructional word" services will feature one clergy member performing the service and one offering explanations about the service. The first will cover the service through Communion, and the second will cover from Communion forward. There is an effort to coordinate and cross-promote mid-week services with The Covington. Beach worship will be on July 31 at San Clemente State Park following the regular service in the sanctuary at 9:30. Mary Knab will try to reserve the beach campsite on July 30 for those who wish to camp overnight on Saturday; the capacity is 25 and check-in time is 2:00 p.m.

Clergy office hours are set on Wednesdays from 10:00 a.m. to 2:00 p.m.; clergy are available for drop in or scheduled visits. The congregation is asked to comment on whether this is a useful schedule. When Cindy and Dawn are here on Wednesdays they are bombarded by people coming in for a variety of reasons. Other clergy report no activity at all. On Wednesdays there are many different activities such as bell choir practice, healing service, Hands of Grace, and Mary Knab's office hours for Hands of Grace. The worship schedule should be posted in the vestibule and submitted to the Diocese for their newsletter. Informational items will be posted in the vestibule and on the bulletin boards.

Future plans

Cindy explained that the Bishop's Committee is trying to address the preferences and wishes of the entire congregation as identified at the last town hall. The congregation is requested to communicate

with any Bishop's Committee member about anything at all concerning Faith. What is the congregation's preference concerning events, for instance?

Events

There was a discussion about the events that were held over the last four weeks (wine auction, Soka tabling event, chili cookoff, Pentecost pageant), the congregation's capacity to support and sustain them, and how to assess their costs and benefits. Some expressed support for continued investment in these and other events. Several suggestions were offered about how to strengthen events through such approaches as changing dates/time of year, and additional marketing efforts and outreach to congregation and community to expand participation. At the last meeting of the Bishop's Committee a motion was approved to expand marketing and new member outreach efforts by dedicating fifty percent of chili cookoff proceeds to items like advertising in newspaper religious directory listings, chamber of commerce membership/attendance fees, business cards and flyers. Final proceeds from the event are not yet determined (gross receipts are estimated at \$1,200; expenses and donated items have not been finalized). To improve on events, more advance notice and marketing would be helpful, including outreach to other congregations in the Deanery; Cindy reported that the Deanery intends to do more to create affinity among the member congregations in the coming year.

Scheduling

Policies and procedures are needed for use of facilities by external groups, including calendaring so as not to create conflicts such as the 12-step group that used the sanctuary on the evening of the cookoff and hindered timely cleanup.

Treasurer's Report

Janet Chisholm commented that the operating budget is in the black thanks to payroll and benefit savings for personnel since enacting the rota clergy approach; we had been spending 65% of the budget for clergy previously. Janet Chisholm presented the May 15, 2016 financial statements. April pledge payments are ahead of budget. The balance of the Union Bank account is high (as much as \$30,000 at times); if this balance is sustained, funds will be transferred to the Morgan Stanley account. An insurance premium payment of \$2,000 will be due in June. Advertising expenses to date exceed the budget but income from the chili cookoff will be allocated to this expense. Contributed and earned income that has supported supplemental music costs will soon be depleted; the music director may consider changing the current weekly schedule to an intermittent schedule for special occasions only.

It was asked how much 12 Step groups pay for facility usage; the range is from \$30 to \$100 per month depending on size of group.

It was moved, seconded and carried to approve the Treasurer's Report. Discussion: restroom supplies are budgeted in the office expense line item. Hands of Grace partners provide all of their own supplies. Since the Diocese has not communicated with us about the mission share grant request, we should assume that there will not be a grant, and the budget should be revised to decrease the income by the \$10,000 income budgeted for that. Janet will determine the total income to date for facility usage for music-related functions. Mary Knab asked whether Faith would provide any support for Hands of Grace. Each partner church purchased \$120 worth of shower vouchers each month but Faith has not taken up

collections for shower vouchers lately. As host on the fifth Wednesdays, Faith members should attend the dinner and participate.

It was moved, seconded and carried to resume Fifth Sunday plate collections for shower vouchers.

Youth formation

Godly Play: Does the congregation want to continue this children's formation program? More parishioners are needed to teach it, and more commitment and input from parents is required in order to make it sustainable. Five kids are ready for a different youth program now, including three who are entering middle school. The programs are on hiatus for the summer, but the curriculum starting in the fall needs to be more appropriate for the mix of ages among our children.

Rite 13 Journey to Adulthood: Rite 13 is a 6-year program for middle school students that culminates with a pilgrimage in senior year of high school. An announcement should be placed in the bulletin every week calling for volunteer leadership for this program: ideally should be one male and one female, non-parents; there is a position description online.

Going forward there should be a way to prevent/anticipate absences. Godly Play is a popular program and should be advertised beyond the congregation. Is there data on attendance/usage that would support analysis and decisions about programming for youth audiences going forward? Attendance needs to be recorded in the log book every week because it is part of the Parochial Report required by the Diocese. This topic will be added to the Bishop's Committee agenda as a standing item.

It was moved, seconded and carried to approve the minutes of the April 9, 2016 Bishop's Committee meeting.

The meeting was adjourned at 12:45 p.m.

Next meeting: June 19, 2016 combined with Town Hall

Respectfully submitted by Kathleen Costello (rev. 6/16/16)

Approved June 26, 2016