

**ST. MARK'S
BISHOP'S COMMITTEE MINUTES
December 4, 2013**

Present: Lorraine Dierick, Jim Campbell, Elaine Olsen (via telephone), Bonnie Campbell, Kevin Varness, Corby Varness, John Tennefoss, and Martha Krug.

Corby opened the meeting with a prayer.

The Bishop's Committee Minutes: Kevin moved to approve the minutes of October 16, 2013. The motion was seconded and carried.

The Treasurer's Report: Jim presented a **Summary of St. Mark's Finances – 12/01/2013, and the 2013 Operating Bills and Outreach Summary.** Jim reported a significant surplus this year with pledges higher than the previous year, plus extra money came in from groups using St. Mark's facilities. Total operating revenue for 2013 will be about \$27,000 with about \$7,000 available to transfer to the DIF (Diocesan Investment Fund). Jim noted that he paid the Post Office box rent, utilities, Thriftway (for Monte Health and Rehabilitation birthday cake), and outreach. DIF continues to increase, up over \$3,500 for the year. Fund balances were reviewed. The Clergy Discretionary Fund balance is down to \$100.

Outreach: Jim reported that Outreach for the year was budgeted at \$4,800 – if we give 20% to Outreach with our higher projected revenues, the total should be about \$5,200. **Following discussion Martha moved to donate \$400 to the Union Gospel Mission, \$800 to the Discretionary Fund, \$100 to American Friends of the Episcopal Church in Jerusalem, Episcopal Relief & Development Fund \$100, Children's Advocacy Center \$200, and Chaplains on the Harbor \$100 for a total of \$1,700, more than the \$1400 minimum needed to get to \$5,200. The motion was seconded and carried. Already approved to also send out is \$750 for the Monte-Elma Food Bowl.**

Funds Summary:

- General/Designated Checking Account - \$10,559.73
- General/Designated Savings Account - \$518.59
 - Operating Fund – general - \$11,078.32
 - History Book - \$00
 - Seminary/Education Fund - \$00
- Memorial Fund/Savings Account - \$985.99
- Diocesan Investment Fund - \$22,583.38
- Clergy Discretionary Fund/Checking - \$99.18

2014 Budget – Kevin moved to approve the 2014 budget as presented by Jim. The motion was seconded and carried. Kevin extended thanks and gratitude to Jim for developing the budget and overall finances.

BUSINESS ITEMS

- **Special Topic – Updates About Griddles and Other Ideas for Kitchen Updates** – An extended discussion about this topic was held. Elaine joined the discussion via telephone. Corby reviewed staffing for Pancake Day, noting many people were no longer available to work. Staffing Pancake Day is a major concern, involving three shifts from 11:00 am to 7:00 pm. Back-up staff is not available. Discussion centered on the pros and cons of continuing Pancake Day and implementing kitchen upgrades. [Our very old pancake griddle died last year as Pancake Day was starting!] Looking into the near future, some feel it is not realistic to continue this traditional event and it does not warrant financial expenditure for equipment. St. Timothy's of Chehalis recently donated \$1,000 toward the cost of a new griddle. Jim commented that we could resell the griddle if we discontinue the event later, and that the water heater is not good, and things need to be done to the kitchen regardless of Pancake Day. Lorraine noted that Pancake Day is an offering to the community and marks the beginning of Lent. Additionally, the community identifies with this event. Corby commented that 80% of the Pancake Day workers now are outside of our congregation. Suggestions for recruiting volunteers include the Boy Scouts, other community churches, the Moose Lodge, announcements at church, and generally just asking people to help. Jim said we must decide about the griddle by January for Kevin to be able to get it and have it ready for early March.

Other Business:

Safety Check: John said fire extinguisher training is needed for those using the church, and the wooden walkways in the back of the building need non-skid strips.

St. Mark's Christmas Eve service will be at 5:00 pm. Notice of this service will be placed in the community newspaper with the Monte churches Christmas ad.

It was agreed that once a month paid for cleaning for St. Mark's bathrooms and kitchen floor will be arranged.

The next Bishop's Committee meeting will be Wednesday, January 8, at 6:30 pm. The meeting was closed with a prayer.

Respectfully submitted,
Martha Krug,
Bishop's Committee Secretary