

**ST. MARK'S  
BISHOP'S COMMITTEE MINUTES  
October 15, 2014**

Present: Lorraine Dierick, Jim Campbell, Bonnie Campbell, John Tennefoss, Kevin Varness, Joyce Avery, Lee Avery, and Martha Krug.

John opened the meeting with a prayer.

**The Bishop's Committee Minutes: Kevin moved to approve the minutes of June 18, 2014. The motion was seconded and carried.**

**The Treasurer's Report:** Jim presented the **Summary of St. Mark's Finances – 10/15/2014, St. Mark's Montesano Finance Report 2014, and the 2014 Operating Bills and Outreach Summary.** Jim reported that Net Operating Year to Date has a positive balance of \$2,052.75, and he anticipates an approximate balance of \$1,300 by year's end. A bill of \$85 was just received for fire extinguisher maintenance. Outreach available as budgeted is \$1,546. Revenue is coming in higher than expected. The Diocesan Investment Fund (DIF) has held its own and just about replaced \$1,000 that we took out. Overall finances look healthy. Expenses for the remainder of 2014 include Chaplains on the Harbor (Rev. Sarah Monroe), higher utilities, and outreach.

**Outreach:** Outreach was reviewed. **Jim proposed donating \$500 to Montesano High School in conjunction with InvestEd to obtain some matching funds, which was seconded and carried.** Blessing of the Pets donations totaled \$118. **Kevin moved to add \$82 from Outreach and donate \$100 each to PAWS and Freedom Tails. The motion was seconded and carried. Kevin moved to fund Food Bowl for \$750. The motion was seconded and carried.**

**2013 Finances Audit** – In an audit trade, Jim announced that St. Mark's audit was completed by St. Benedicts, Lacey, and some recommendations were made regarding counting the Sunday worship donations and developing a request for reimbursement form.

**Chaplains on the Harbor:** The weekly dinner for the homeless was discussed. St. Mark's is the only church donating dinner on a regular schedule, every 6 weeks. Other dates are covered by individuals. Lorraine suggested asking Sarah about the outlook for the dinner schedule. Jim noted that Bible study is an important part of the weekly dinner which is held at St. Andrew's, Aberdeen. John suggested that the Vidette's editor might be interested in the story about Chaplains on the Harbor. Kevin hopes to continue providing a meal every six weeks and those wanting reimbursements can provide receipts.

**Funds Summary – Total is \$27,236.15**

- General/Designated Checking Account - \$2,843.21
- General/Designated Savings Account - \$518.72
  - Operating Fund - \$3,361.93
  - Diocesan Investment Fund -\$23,149.48
  - Clergy Discretionary Fund - \$724.74

## **BUSINESS ITEMS**

- **Blessing of the Pets Sunday (October 5).** Bonnie suggested contacting PAWS and HAVA about having this event in a “special place,” possibly reaching a larger group. John said an option to explore would be using a park. It was noted that The Vidette had a nice article with photos covering our Blessing of the Pets Sunday.
- **Halloween Treats (October 31, 5-7 pm)** – This is an annual event at St. Mark’s. Candy, coffee, and restrooms are available to all that come. Kevin decorates St. Mark’s lawn with large inflatable monsters. Bonnie said the AA group meeting that evening at 7:00 pm will be asked to handout candy to the late comers.
- **All Saints Day (November 2)** – Bring photos.
- **Diocesan Convention (November 7-8, SeaTac Hilton)** – Lorraine, Bonnie and Jim will attend. Mary Linth cannot go and Jim will check with Mary Stubb. If she is unable to attend, Martha will become the delegate. Jim noted that Outreach groups will meet prior to the convention on Friday, and he will check on details.
- **St. Andrews Installation (Tuesday, November 18)** – Bonnie noted that Evan will be installed at 6:00 pm, and it would be nice to have people from St. Mark’s in attendance.
- **Look at Other Improvements and Maintenance** – Jim reported that Randy Stark, **painting contractor**, completed the repairs and painting of the worship space ceiling, exterior painting, as well as the stairwell. **Kitchen facility update** - Kevin brought a plumber in and did research on a tankless hot water system and its ramifications. Kevin will also look at alternatives. We may need a smaller tankless unit, perhaps, or a larger traditional tank unit located in the storeroom. **Roof cleaning:** The materials are here for this project. **Clean up of storage areas:** This is an ongoing process.
- **Flowers** – The option of budgeting the purchase of flowers for the sanctuary was discussed. Joyce will be arranging the flowers, and she suggested having an article in St. Mark’s Newsletter about donated memorial flowers. If someone wants to donate flowers they should notify Joyce. Martha will check with Marni’s Petal Pushers about establishing an account for St. Mark’s.
- **Other** – Jim has reviewed and revised **St. Mark’s Letter of Agreement** and will present it at the next Bishop’s Committee meeting. **Kitchen Privileges** pamphlet was discussed. Jim will draft a revised form clarifying the costs of usage and a contact person.

The next Bishop’s Committee meeting will be Wednesday, December 10, at 6:30 pm. There will be no meeting in November. Lorraine closed the meeting with a prayer.

Respectfully submitted,  
Martha Krug,  
Bishop's Committee Secretary

Actions to be taken:

- Contact The Vidette about Chaplains on the Harbor
- Revise the Letter of Agreement
- Develop a Kitchen Privileges Form
- Develop a request form for reimbursement
- Set up an account with Marni's Petal Pushers