

**ST. MARK'S
BISHOP'S COMMITTEE MINUTES
April 14, 2010**

Present: Lorraine Dierick, Jim Campbell, Bonnie Campbell, Yo Creamer, Mary Venske, Martha Krug, John Tennefoss, and Kevin Varness.

John opened the meeting with a prayer. Needs and concerns were shared.

The **Bishop's Committee Minutes:** The minutes of March 17, 2010, were approved as presented.

The **Treasurer's Report:** Jim presented the **Summary of St. Mark's Finances – 4/13/2010, St. Mark's Montesano Finance Report 2010, Transaction Summary March 2010 and April 2010, and the 2010 Operating Bills and Outreach Summary.** Jim reported that all bills are paid, and overall expenses are tracking per the budget plan. Significant expenditures include the sound system (around \$500) and the Pancake Day donations to Coastal Harvest and the ERD Haiti Relief fund (\$925 total for both). Kevin reported on the sound system rebate and equipment return refund. Jim paid \$400 to Denny Dierick for display cabinet construction materials. A refund of \$270 is being processed for Joyce's Clergy Conference registration. The one-time gifts of \$350 is sitting in savings until we need it.

Bills and Outreach Summary – The summary was reviewed. 2010 Outreach, \$1,116 has been distributed. A thank you letter from Coastal Harvest was shared. Jim would like to pay support to the Willapa Region of \$50. Kevin moved to pay the Willapa Region \$50. The motion was seconded and carried.

Report on Insurance Payments for Jim Campbell's Accident from last fall – Jim presented a printout of the insurance bill payments of \$8,100.22 for his accident. All bills have been paid by the church insurance and Jim wrote a letter to the Diocese thanking them for a good insurance company.

New Checking Account Information/Usage – Jim checked out electronic banking and reported that it seems simple, useful, and without cost. The Bishop's Committee agreed to electronic bill payment. More checks were ordered.

Funds Summary—Total is \$12,445.69

- Checking Account—\$3,447.22
- Savings Account--\$867.71
- Memorial Fund--\$978.41 (\$200 is for the Windows fund)
- Diocesan Investment Fund--\$6,384.45
- Clergy Discretionary Fund--\$767.90

John thanked Jim and Martha for their work. The Finance Report was accepted as presented.

BUSINESS ITEMS

Last Month's Activities/Plans for Next Two Months:

- **Willapa Region Meeting at St. Mark's (March 21, 2010)** – There was a good turnout for the meeting and people enjoyed our facility.
- **Easter Week Plans** – There was a nice gathering for the **Maundy Thursday Service** at St. Luke's in Elma. Robin Nunez prepared dinner and it was wonderful. The **Good Friday** ecumenical service at St. Mark's was well attended with 73 participants. Ken Albert sang and did a wonderful job. Jim added that John did a great job with the music all week. There was a good turnout for **Easter** and everyone agreed that it was a nice day and included an Easter egg hunt. Lorraine reported that the guest book was not used at Easter. Bonnie suggested having the guest book in the Narthex for people to sign when they enter the church. Bonnie will have a guest book for St. Mark's 100th anniversary celebration.

100th Anniversary Celebration (April 25, 2010) – Bonnie provided a status overview. There will be a **St. Mark's spring cleanup** on Saturday, April 17. Windows will be washed, the brass polished, and the silver set washed. Jim hopes to freshen the bark in the flower beds. There will be a **sandwich making work party** on Saturday, April 24. Church members will provide the food for the 100th Anniversary Celebration. Yo will bring a dessert, Mary will bring a veggie tray, and Bonnie will order a cake. Lorraine will ask Natalie to call church members to identify food contributions. Punch will be needed for the children. Coffee/tea service will be provided immediately following church and lunch will be served at noon. Jim has assembled materials for seven display boards which will be placed around Calder Hall. Kevin said he could find a few easels for the display boards. Jim will print a special program for the church service.

Jim reported on his search to find a printer for St. Mark's **100th Anniversary History Book** in color for a reasonable price. He identified 48-Hour Books that will provide 100 bound books in color for \$1,535.13. When 100 books are paid for, we get 25 free books. We can sell each book for \$15 each. After discussing this printing option with several people, Jim put the book order on his credit card, and he will keep a separate account to track revenue and expenses. The cost can come out of May operating expenses. Kevin moved to reimburse Jim for his cost as soon as possible. The motion was seconded and carried. Yo suggested advertising the book on St. Mark's web site.

Sound System Status/Work/Costs – Kevin reported on the system status. The existing amplifier has been re-positioned in the sacristy, a microphone has been wired under the floor to the lectern, Bonnie used a new wireless microphone during the latest church service, and we will purchase an ear set microphone. Kevin added that we will be looking at placement for another microphone. Bonnie suggested installing a small speaker by the organ. Additional speakers will be located in Calder Hall and upstairs in the classroom. Kevin addressed the need for another wireless microphone and Bonnie advocated for a headset. Kevin laid out a step-by-step approach for additional upgrades to St. Mark’s sound system:

- Purchase a headset microphone;
- Purchase additional speakers for placement by the organ, Calder Hall, and upstairs;
- Explore 2nd wireless microphone—possibly handheld;
- Determine location for 2nd wired microphone on a stand.

Vicar’s Report – Lorraine answered one request with the purchase of a \$25 gas certificate using the Discretionary Fund.

Lorraine said Carl Knirk suggested adding the ability to make donations on St. Mark’s web site, and he offered to assist with this.

Other Items – Kevin reviewed that John had suggested establishing a seminary fund for Sarah. Kevin added that he and Corby are anxious to contribute to this fund. Sarah has a full three-year scholarship for tuition. Housing and food will be covered by loans which will be in the range of \$50,000 to \$60,000. If a fund is established, individuals can contribute. Sarah cannot request funding until she is a postulant. Jim said we should probably set up a separate restricted fund account. Bonnie suggested that the account be titled “Seminarian and Education Fund” which provides more utilization flexibility. John approved the concept, adding that we can set the details later.

The next Bishop’s Committee meeting will be Wednesday, May 19, at 6:30 pm. The June meeting will be June 16, at 6:30 pm.

The closing prayer was offered by Bonnie.

Respectfully submitted,

Martha Krug,
Bishop’s Committee Secretary