

**ST. MARK'S
BISHOP'S COMMITTEE MINUTES
March 17, 2010**

Present: Lorraine Dierick, Jim Campbell, Bonnie Campbell, 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 December 16, 2009, and January 20, 2010 were approved as presented.

The **Treasurer's Report:** Jim presented the **Summary of St. Mark's Finances – 3/16/2010, St. Mark's Montesano Finance Report 2010, Transaction Summary February 2010 and March 2010, and the 2010 Operating Bills and Outreach Summary.** Jim reported that all bills are paid, and we are ahead for the year by about \$1,320. Savings still included \$350 in gifts for 2010 received but not moved to operating. Checking has almost \$4,500, which includes a surplus from 2009 of approximately \$1,825. The bottom line is, we have done well for the first quarter of 2010 – property/liability insurance is paid for the year and the highest energy bills for the year are paid.

Pancake Day Proceeds Distribution – Jim reported gross income of \$1,201.57 with paid expenses of \$289.83. The net income was about \$913.00. Natalie paid for the lovely primroses and Kevin paid for supplies purchased at Costco. John paid \$40 to have the aprons pressed. The cost of having the aprons cleaned was \$76.00. Jim explained that Pancake Day revenue goes to Outreach. Lorraine reported that the Montesano Food Bank is reported to be in good shape. Kevin reported that Coastal Harvest needs a cooler and a stand-by generator for the freezer.

Kevin noted that Bishop Greg said it is important to support Sarah in Seminary. Kevin also expressed concern for Jim's medical bills related to his fall from a tree on church property. He wondered where these items fit in the budget. Bonnie said the sponsoring church pays for the required \$500 psychological examination for seminary. She questioned whether Sarah has medical insurance. Discussion followed. John suggested establishing a **Seminary Fund** in support of Sarah through ordination. Bonnie added that a roll-over option be included for the Clergy Continuing Education. Kevin said it is part of our responsibility to assist Sarah. Jim suggested bringing a proposal to the next meeting.

Lorraine suggested a 50-50 split of the **Pancake Day revenue** between Haitian Relief through the ERD Episcopal fund and Coastal Harvest. Martha advocated for a 20-30% donation for Haitian Relief. Jim moved that \$625 be donated to Coastal Harvest and \$300 for Haitian Relief. The motion was seconded and carried.

Kevin moved to pay \$75 quarterly to the **Domestic Violence Center.** The motion was seconded and carried.

Kevin moved that a **Good Friday offering** of \$40 be made. The motion was seconded and carried.

Checking Accounts Plans – need to order checks, electronic checking? Martha had suggested paying St. Mark’s utility bills by electronic checking. Jim will check on the process and documentation for electronic bill paying and check writing. Ordering more checks was approved.

Report on Insurance Payments for Jim Campbell’s Accident from last fall – Jim was shocked by the amount of the bills from his accident at the church—over \$8000. So far, all but \$1175 has been paid by Church Insurance. On Tuesday, he received a collection letter from radiology technicians, but this was corrected by Church Insurance. \$885 of the hospital bill was not paid by church insurance. The Episcopal Church insurance group is not on the hospital negotiation list, so cannot get a lowered bill for services like large insurance providers can. Jim will continue to appeal the hospital bill and monitor bill payment. [On Thursday, after the meeting, Church Insurance said they would pay the last of the hospital bill.]

Funds Summary—Total is \$13,376.98

- Checking Account—\$4,486.80
- Savings Account--\$867.60
- Memorial Fund--\$977.99 (\$200 is for the Windows fund)
- Diocesan Investment Fund--\$6,384.45
- Clergy Discretionary Fund--\$767.51

The Finance Report was accepted as presented.

BUSINESS ITEMS

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

- **Shrove Tuesday Pancake Day (February 16, 2010)** – Martha expressed gratitude for the children that helped with Pancake Day. Kevin suggested a list of the children’s names be given to Corby so that a “thank you” can be sent. This could be kept in the child’s portfolio for Community Service. John suggested pencils for the children.
- **Annual Meeting (February 21, 2010)** – Jim had prepared handouts for the meeting. Two people volunteered for the Bishop’s Committee – Natalie Brumfield and Kevin Varness.
- **Willapa Region Meeting at St. Mark’s (March 21, 2010)** – Bonnie will make apple crisp and coffee, tea, and water will be served. Convention delegates should be there.

- **Easter Week Plans** – The **Maundy Thursday Service** will be April 1, 6:30 pm, at St. Luke's in Elma. Robin Nunez is making dinner; St. Mark's has offered to help. The **Good Friday** ecumenical service will be at St. Mark's at 7:00 pm. Cookies are needed. The Church of God offered to host AA that evening. St. Mark's **Easter decorating** will be Saturday, April 3, at 10:00 am.

100th Anniversary Celebration (April 25, 2010) – Jim reported that he has half of the display boards completed and the rest will be done soon. He is working on St. Mark's 100th Anniversary book and the turnaround will be quick on printing. The cost per book will be \$10-13, and we will assemble the books. Jim sent out 90 invitations and Lorraine has gotten some RSVP's. There are 15 names Jim has been unable to contact. It was suggested that one book each be given to the local Timberland Library, the Chehalis Museum, and the Diocese. Corby talked to Candi Bachtell about refreshments. Jim cautioned about the cost. A member of St. Timothy, Chehalis has donated \$200 for the celebration.

Display Case – Jim reported that Denny Dierick offered to build a display case for St. Mark's at an estimated cost of \$600, and he requested a \$400 advance. Kevin moved to spend up to \$600 for the project. The motion was seconded and carried.

Bonnie suggested asking the **Chehalis Museum** if they would like to have a church display for St. Mark's 100 years. In September, the Methodist Church will celebrate 150 years in Montesano. John will contact Les Foss with the Chehalis Museum.

Sound System Status/Work/Costs – Jim and Kevin consulted with Roger Luark, Methodist Church, about our sound system. As a result, Kevin rewired an outlet for power for the sound system equipment in the sacristy which will be plugged into a protected power strip. Roger offered to let us use equipment for a hand-held wireless microphone. Kevin said he could wire a microphone at the lectern. Our wired microphones are good. Kevin consulted with Music 6000 in Olympia about church sound systems. A variety of equipment options and costs were reviewed. Kevin said a fixed microphone at the lectern would work and we can experiment with our existing equipment. Bonnie said she didn't want wire on the floor. John suggested a speaker system for Calder Hall.

Jim moved to authorize allotting up to \$700 for initial components (1 wireless receiver, jacks, wires, and a microphone stand). The motion was seconded and carried.

Vicar's Report – Lorraine said she and Bonnie have roughed out the Good Friday service. Fred Rapp requested a donation for Salvation Army and Lorraine wrote a small check. Lorraine received a letter from the **Jail Ministry** thanking St. Mark's

for their \$50 donation. Jail Ministry has again requested funds. Lorraine would like to see something more concrete (budget) from Jail Ministry. Ten churches participate and every quarter there is a need for funds. Jim would prefer not using Discretionary Funds for Jail Ministry but make it part of the outreach budget item. Bonnie will attend the next Jail Ministry meeting and request that actual expenses for the year be presented.

Other Items – Jim distributed handouts: Model Calendar for Completing Annual Parochial Financial Audits; Care of Property; Diocese of Olympia – Select Canons; Relevant National Canons; and a Diocese of Olympia organization chart. Jim emphasized that, as the treasurer, he should not be a part of St. Mark’s annual finances audit.

John also highlighted the Wardens & Vestry Conference at St. John’s, Kirkland, on March 13, 2010. A message heard from diocesan leaders—any issues heard or seen about inappropriate behavior in our churches should be carefully brought forward to appropriate church leaders to deal with and not ignored.

The next Bishop’s Committee meeting will be Wednesday, April 14, at 6:30 pm.

The closing prayer was offered by John.

Respectfully submitted,

Martha Krug,
Bishop’s Committee Secretary