

**ST. MARK'S
BISHOP'S COMMITTEE MINUTES
May 16, 2012**

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

Martha opened the meeting with a prayer, and prayer needs were shared.

The Bishop's Committee Minutes: Kevin moved to approve the minutes of April 25, 2012. The motion was seconded and carried.

The Treasurer's Report: Jim presented the **Summary of St. Mark's Finances – 5/13/2012, and the 2012 Operating Bills and Outreach Summary.** Jim reviewed the Summary, commenting that we went from a slightly negative to a positive balance of over \$600. Everything is paid and current. Pledge revenue is about \$800 behind for the year, and plate offerings are short about \$350 so far. The DIF (Diocesan Investment Fund) balance is ahead over \$1,000 for this year. Net All Operating and Non-Operating Year to Date is ahead \$1,764.66.

Jim noted that June 15 is the deadline for St. Mark's audit. Audit options were discussed. Jim said that he will complete the Leadership Report.

Outreach: Outreach was reviewed. **Jim will take a donation check for the Willapa Region Ministry to Sunday's Willapa Region meeting, as well as St. Mark's donation to Camp Michael. Kevin moved to authorize these two payments, which was seconded and carried.**

Plate and pledge shortfall was discussed. Jim pointed out that the plate usually increases at the end of the year. He actually used 95% of the pledge and plate projections in the budget. The shortfall may impact reserves at the end of the calendar year, but it will not impact the budget. Currently, we are on budget. Kevin suggested that we watch the budget as we go and do the bulk of the outreach distribution at the end of the year. Expenses will decrease during the summer months. Jim added that since the heat pump maintenance/repair, monthly energy costs have been lower. Kevin also suggested that we may look at contributions other than cash. Lorraine said Candi donated a bag of hygiene items, and she took this to the Union Gospel Mission.

Funds Summary—Total is \$22,457.37

- Checking Account—\$3,528.65
- Savings Account—\$518.33
- Memorial Fund--\$985.57
- Diocesan Investment Fund--\$16,679.94
- Clergy Discretionary Fund--\$744.88

John's motion to approve the Financial Report was seconded and carried.

BUSINESS ITEMS

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

- **Convention Delegates (November 9 - 10)** – This year's Diocesan Convention will be held at the Sea-Tac Hilton Hotel, and Jim plans to attend. Mary will be a delegate and Martha the alternate. Jim added that it is possible to just attend on Saturday.
- **Willapa Spring Region Meeting, at St. John's, Olympia (May 20)** – Jim and Bonnie will attend this meeting.
- **Pentecost Day (May 27)** – Kevin will install the red draping for the service. The ingathering for the Diocese's Haiti Project will be made.
- **Trinity Sunday and Reverend Janet Campbell's Visit (June 3)** – Campbell will observe St. Mark's worship service and lead a discussion on St. Mark's liturgy.
- **Light Replacement for Parish Hall, Kitchen, and Classroom** – Bonnie reported that the application to upgrade the lights has been submitted to the Diocese for a Green Grant that could match the cost up to \$500. The PUD provided the names of three approved electrical contractors. Bonnie will request a contractor quote and submit it to the PUD. Bonnie reported that the side door outside light fixture is burned out and a replacement light fixture would cost \$115. Kevin volunteered to remove the old light bulb and check on a replacement source.
- **Evangelism Workshop (May 4-5), at Dumas Bay Retreat Center, Federal Way** – Lorraine reported that the workshop was excellent and she shared highlights: a) have a greeter at the door and a host to escort the guest to a seat (spend more time with visitors); b) be friendly, smile, and make eye contact; c) suggested conversation starters; d) Three Visit Rule – It takes three visits to get the feeling of a congregation; e) "ashes to go"; f) have visitor sign a guest book; g) have flyer about church to distribute at rummage sale; h) have inspirational message in weekly bulletins; i) use name tags; j) use tripod easel with poster for coming events; k) identity statement for website (make bright and sparkling). Jim is interested in a written report so we can look at the pieces and parts and use some items.
- **Repair/Purchase Vases for Worship – Martha/Bonnie** – Bonnie obtained a quote from Kaufer's of \$150 each to refurbish the two large brass vases. Bonnie examined the existing vase liners and said they could continue to be used. **Jim proposed authorizing up to \$300 from the Memorial Fund to refurbish/purchase the vase(s). The motion was seconded and carried.** Kevin requested an estimate on refurbishing the two small brass

vases. Lorraine suggested that this issue be discussed by the clergy and altar guild.

- **The Church and Social Media Event, at D House (May 17)** – Jim said the cost of the event is \$25 which includes dinner and an evaluation of St. Mark's web site. **John moved to approve the cost for Jim to attend which was seconded and carried.**
- **Regional Resource Day on Liturgy, at St. John's, Olympia (May 19)** – The day will begin with communion at 9:00 am and will be followed by two presenters and a choice of workshops. Jim said this fits in with what St. Mark's is looking at. The \$20 cost includes lunch and snacks. **Kevin moved to authorize up to four people to attend at \$20 each. The motion was seconded and carried.** Jim and Martha plan to attend.
- **Priest Reports** – Bonnie reported that she is on the Nominating Committee for the Diocese of Olympia. She met with facilitators in Vancouver, WA, for the Resurgent Church group which is finishing up this May. Lorraine provided jail service on Sunday. She is looking at financial resources to help with the cost of burial for the son of an inmate who is suffering from the loss. The Discretionary Fund and Montesano Ministerial Association are funding options. Lorraine and Martha attended the Grays Harbor County Health and Human Services Advisory Board meeting. Lorraine is impressed with the quality and service provided.
- **Other Items** – Martha requested that crushed rock be spread at the front of St. Mark's between the sidewalk and the blacktop. During the rainy season, this area holds water mixed with dirt. Kevin noted that we need to work with the city on this.

The next Bishop's Committee meeting will be Wednesday, June 20, at 6:30 pm. The meeting was closed with a prayer.

Respectfully submitted,
Martha Krug,
Bishop's Committee Secretary