

**ST. MARK'S
BISHOP'S COMMITTEE MINUTES
December 16, 2009**

Present: Candi Miller, Mary Venske, Jim Campbell, Rev. Bonnie Campbell, Martha Krug, John Tennefoss, and Sarah Monroe.

Jim offered the opening prayer. Needs and concerns were shared.

The **Bishop's Committee Minutes:** The minutes of November 18, 2009, were approved as presented.

The **Treasurer's Report:** Jim presented and reviewed the **Summary of St. Mark's Finances – 12/14/2009, St. Mark's Montesano Finance Report 2009, 2009 Outreach Summary, and November and December 2009 Transaction Summaries, Summary of St. Mark's Annual Operating Budget 2009, 2009 Worship Budget Expenses, and the 2010 Draft Budget.** Jim reviewed the Summary – 12/14/09 and reported that we are almost on track with total revenue and expenses for the year. The net operating surplus is \$1,670.41. Savings is up \$250 reflecting a pledge card check that came in and will be moved to the plate account in 2010 if we need it. \$500 remains unspent on 2009 Outreach. Everything is currently paid. For 2009, the Bishop's Committee needs to make a decision on Outreach, purchase thank you cards for clergy, and pay final kitchen expenses for the year.

Jim highlighted the 2009 Year-End Summary sheet. The Worship category showed a significant overage. The cost of altar candles and sanctuary lights was previously paid by the Women's Guild and not included in the budget. This category also included the expenses of Reverend Janet Campbell's three visits and one overnight lodging bill for worship space consultation. Utilities were high due to the extreme cold weather in November and early December and the increased cost of Montesano water, sewage and garbage service for the entire year.

2009 Outreach was reviewed and discussion centered on expending the remaining balance of \$500 in this calendar year. It was reported that the Montesano After School Program is currently meeting expenses. It was agreed to split the \$500 between the Union Gospel Mission and the Children's Advocacy Center (\$250 each). The Committee unanimously approved this distribution.

2010 Budget Draft Review/Approval: John noted that the budget is a plan and suggested accepting it as presented. It can be changed as needed. Jim pointed out that the Diocesan Assessment is lower for 2010 from 2009 by \$700 due to the dollars spent on the facility in 2008 and the deduction received for that. Jim reviewed 2010 pledges and plate offerings and built the budget around these two items. A line item Capital Savings/Reserve of \$3,000 was added to the budget. The budget leaves a surplus of

\$1,900 for 2010. John suggested accepting the 2010 budget as presented. The Bishop's Committee unanimously approved the budget.

Signers for Church Accounts: Jim said the church account signature cards need to be updated. The **Discretionary Fund** signature card has already been updated.

Christine Boardman asked to be removed from **St. Mark's Memorial bank account** signature card. It was moved and seconded to remove Christine Boardman and all others from the Memorial Account signature card, and add Jim Campbell, John Tennefoss, and Martha Krug. The motion was unanimously approved.

It was moved to remove April Collett and Mary Dierick from **St. Mark's Checking/Savings accounts** signature cards and add Martha Krug and John Tennefoss. The motion was seconded and unanimously approved.

Funds Summary—Total is \$12,270.22

- Checking Account—\$3,008.36
- Savings Account--\$767.52
- Memorial Fund--\$976.78 (\$200 is for the Windows fund)
- Diocesan Investment Fund--\$6,370.09
- Clergy Discretionary Fund--\$1,147.47

The Finance Report was accepted as presented.

BUSINESS ITEMS

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

- **Decorating for Christmas** – The sanctuary will be decorated on December 20 after church. Kevin and Jeff had the outside decorations in place prior to the Festival of Lights and they looked very nice.
- **Christmas Eve Service (December 24 at 9:00 pm.)** – Jim will prepare a handout listing the Poinsettia Memorials, as well as pre-service hymns. Bonnie will prepare the traditional eggnog and everyone can bring treats. Advertising the service was discussed. Jim will prepare a Community News announcement for the Vidette. Jim will also post the service on St. Mark's reader board.
- **Discernment Class (weekly from November 24)** – The class of eight participants has met five times and it is going well.
- **Angel Tree Ministry** – Bonnie reported that St. Mark's was given the names of eight children, ages two to ten, from two families. The opportunity

to purchase a gift for a child will be announced at church. Mary and Sarah volunteered to each select one child for gifting.

- **Epiphany Season Planning** – Spans January 6 until February 16. No discussion.
- **Shrove Tuesday Pancake Day (February 16, 2010)** – Jim and Bonnie will be gone in January and planning should take place during that time. Since this will be St. Mark's 100th year, special embellishments would be nice. Bonnie said Lorraine will check into having a music group. Bonnie said it would be nice to have a big picture of Mrs. Fosnot on the wall.

100th Anniversary Celebration (April 25, 2010) – Jim has researched and written a history of St. Mark's Church. He has an 80-page version and he talked to Tracy (Tracy's Printing) about reproduction costs. He was quoted 7.5 cents per side, black and white. A color pictures insert could also be added. The cover would cost about \$1.00 each. Sarah has the Adobe Page Maker computer program which could be utilized. The booklet could be collated and stapled at the church. Jim estimates the total cost at \$10 to \$15 per booklet. Everyone liked the format. Jim will get the information together and get a price.

John said we need a list of members (past and present) and send them RSVP invitations for the celebration. He suggested having a special service followed by food. The silver service can be used. A table could be set up with scrapbooks for people to view. The event should be advertised in the Vidette and Daily World. Former St. Mark pastors could be invited. Natalie has attended St. Mark's since 1946. Bishop Greg should be invited. The event will be announced at church and volunteers asked to help. Jim has dollars in the budget for the extra cost of food and other expenses, less the booklet, which should be done to be able to collect expenses with sales.

Vicar's Report –

Bonnie has one more Fresh Start program to participate in. She noted that Lorraine used Discretionary Funds to pay for hygiene items for the Union Gospel Mission. Discretionary Funds were also used to help a transient in late November.

Other Items – Jim reviewed the status of possible projects in 2010, including the purchase of wireless headsets. He will contact Roger Lauchart from the Methodist Church for information. Jim also checked on van accessible ADA parking with the City of Montesano. They suggested developing a site at the back of the church, and they offered the use of their template for marking the accessible parking. Concrete for a 16 foot wide space could be poured adjacent to the existing concrete. Martha recommended a broom finish on the concrete.

The next Bishop's Committee meeting will be Wednesday, January 20, at 6:30 pm. A date for the Annual Meeting in February needs to be selected, likely late in the month after the start of Lent.

The closing prayer was offered.

Respectfully submitted,

Martha Krug,
Bishop's Committee Secretary