

St. Antony of Egypt Episcopal Church
Bishop's Committee Meeting
Sunday, September 17, 2023

The Bishop Committee meeting started at 11:42 am

Attendee's present: Loretta McGinley, Holly Foley, Jim Foley, Dolores Perreira, Esther Osborne, Tim van As, Linda Robuck, Melanie Reeder, and Marj Zantek

Another attendee: David Sorrell and Marj Zantek

Opening prayer: Led by Loretta M.

Gratitude reflection: Loretta, Holly, and Melanie

Review/Accept Minutes from BC Special Meeting:

Loretta moved to approve August 13, 2023, minutes Esther seconded, motion passed.

Additional items:

Diocesan Convene Conference 30 September 2023

Treasurer's report:

Pretty straight forward on the numbers, we are in the black on the year but in the red for the month by about \$3,500 due to what was spent for the vicar search, otherwise we would have broken even. In addition, he succeeded completing the transition to QuickBooks online, including the payroll portion and is looking forward to getting the benefit of payroll tax filing. He also sent an invite to Carrie so she can be an Admin on this software program as well.

Other discussions regarding church finances were to update the signatories for the bank accounts and authorization to request a withdrawal from the Diocesan Investment Funds to pay back the Operating account for the expenditures of \$3,000 for Outreach approved by the BC to be spent from the Brandenburg endowment and \$3,375.65 for the expenses of the vicar's search.

Loretta made a motion to add Carrie Rivers, Assistant Treasurer, to all the accounts and move forward on updating the signatories for the bank accounts. Motion to remove Bill Fulton from the Operating Checking, Operating Savings and Vicar's Discretionary accounts to be replaced with Hillary Kimsey as signatory and to remove Charles Smith from Youth Group Checking and to add Marj Zantek as signatory, Esther seconded, motion passed.

Loretta also made a motion to reimburse the Operating Checking account with a withdrawal from the Outreach Endowment Fund of \$3,000 and \$3,375.65 from the Search & Sabbatical Fund of the Diocesan Investment Fund, Holly seconded, motion passed.

Lastly a \$200 gift card was purchased and given to Deacon Bill Theate from the general operation fund and the Altar Guild gave a \$200 gift card from the Altar Guild fund.

Old Business:

Letter of Agreement –

BC members were provided a copy of the LOA for Rev. Hillary Kimsey and informed it is to be reviewed each year.

There's been effort to schedule Rev. Kimsey's Celebration of New Ministry Service with the Bishop to coincide with St. Antony's Feast Day on 1/17/2024. Rev. Kimsey has the option to choose 3 possible dates, and we are awaiting confirmation of the date the Bishop will be at St. Antony's.

Building updates –

- a. Posts re-stained: Dave Peterson and Mark Westin sanded and re-stained the posts.
- b. Church security/Front door – Outlet access for church security is needed and David Peterson is assisting with this. Thank you, Jim, for help with Security cameras and for maintenance on the Front Door.
- c. Playset sign/plan for gravel: Option B has been agreed and approved to purchase \$10.99 each. Plan for gravel – We still need a plan to remove the leftover gravel from the playground area.



Opt. A



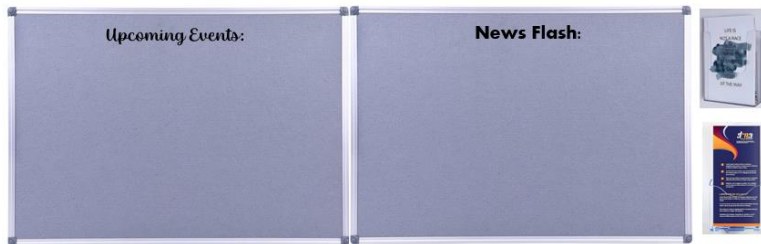
Opt. B



Opt. C

- d. Bulletin Board: Fabric style bulletin board along with wall mount flyer holder has been approved and placed on the wall across the coats, Dee to give BC a final cost on the next BC meeting.

Bulletin Board ideas:



- e. Expansion duster for altar cobwebs: Esther made a motion to purchase an expansion duster, Loretta seconded, motion passed.
- f. Overall maintenance plan building/grounds: Tim and Benny working on this and will share with BC.

Website update – Holly is working with Guy and asked for a picture of Rev. Hillary Kimsey and will continue to work with Guy and get admin access to Facebook.

Coverage for Linda in Oct-Nov – Linda confirmed with Sarah Rogers (Thank you Sarah!)

Building Use Requests -

- a. Irene Bowling (December), Linda to confirm if \$100 fee and \$250 deposit has been made.
- b. Kitsap Music Teachers Assoc. (4 Nov.) confirmed and will do piano tuning.
- c. Wedding –21 October 2023, Private wedding to be performed by Rev. Dick Scott
- d. Baptism – Holly and Jim’s grandson will be baptized on Oct. 29th at the 10:15 am service by Rev. Dick Scott

Church Emergency contact – Holly informed the BC that only a few people responded to this request. She also shared that she contacted a few of our church members who are still either continuing to be members and/or would like to be removed.

Youth activities - Lock-in event was a success shared by Marj Zantek and have brought up some discussions that the Youth would like to take part in and more information to follow.

Church Bell and Tower – More information to be discussed.

New Business:

BC Welcome Representative – Melanie Reeder

Loretta made a motion to accept Melanie Reeder for a short-term on the BC to fill the Welcoming Commission from October 2023 – January 2024, Melanie accepted. Holly seconded; motion carried. Melanie to consider putting her name forward to continue with the BC for a 3-year term before the Annual Meeting in January 2024.

Rental Property:

David reported recent concerns related to the rental property following visits with the renter by David, Benny, and Holly.

Removal of remaining church items from rental property:

David will inform the tenant that he will be present along with Holly and Melanie to assist in moving some items from the storage area and the garage. Holly and Melanie volunteered trucks to assist with removal of items and will work with David Sorrel and Benny regarding this.

Cleanup of rental church property:

During recent visits with the renter, it was observed there were several unsightly items on the church rental property. David shared with us the copy of the lease and RCW 59.18.130.

Loretta will draft a reminder letter to tenant regarding their responsibilities, Esther seconded, motion carried.

Delayed rental payments. David reported the tenant has been late paying the monthly rent on multiple occasions, citing work related problems, but has never missed a payment.

Landscape service for one time fall cleanup of beds/trimming of shrubs: Loretta will work with Benny on researching costs along with the assistance from Tim and Holly

Pest Control (spiders!): Loretta proposed to have this issue added on the maintenance list and will research costs as well and Tim volunteered to assist in getting quotes as well.

Deacon Bill's Departure – Supply Priest Coverage: 9/24, 10/1 and urgent pastoral care

- a. 24 September – Rev. Dick Scott / 1 October – Rev. Jim Friedrich
- b. Rev. Dick Scott will be available to assist with urgent pastoral care needs. If he is not available, Rev. Canon Arienne Davison sent a list for coverage.

Welcome plan for Rev. Hillary Kimsey - First service planning, breakfast with BC, meetings with key church folks, Welcome Banquet, small group gatherings:

- a. First service planning – Rev. Kimsey to work with Ruth, Eucharistic Ministers, and the musicians.
- b. BC breakfast with Rev. Kimsey at 9am on 7 October.
- c. Rev. Kimsey to contact key folks to connect.
- d. St. Francis pin will be given at the Blessing of the Animals 8 October.
- e. The Welcome Banquet Sunday, 10/15 from 4pm to 6pm, coordinated by Carol Wedeven, Jean Miller, and Kathy Avery, sign up is in the Narthex.

Old Signs – Holly will follow up with David S.

Stewardship – Loretta met with Bill Reeder and Chris Crowson on Friday and was informed that Bill is working on a letter to be sent out before the In gathering Sunday and that they are working on a theme with ideas of “Reconnecting, Regathering or Recommitting”.

Convention – 28 October 2023 – Our delegates Kristen and Marj will be attending via zoom and should be receiving information about this soon.

Additional items: Loretta shared information about a Diocesan conference called CONVENE, which will be 30 September from 9am – 4pm at Everett Community College. She'll send an all-congregation email and invite a group of St. Antony members to possibly carpool to attend.

Per request from early service to reduce risk of a possible fall, the riser with the lectern on it was moved next to the larger middle riser.

Next BC meeting is scheduled for Sunday, October 15th 11:45 am at SA.

Meeting adjourned at 1:10 pm

Submitted by: Dolores Perreira