

St. Antony of Egypt Episcopal Church
BC Meeting Minutes
May 17, 2026
Silverdale, Washington

A Quorum was established.
The meeting was called to order by Mother Hillary Kimsey at 11:48 A.M.

Members Present: Jim Foley, Kathy Avery, Marj Zantek, Kathy Gero, Mother Hillary, Cris McCarty, Chelsea Reeder, Karrie Wiley

Members Absent: Sarah Rogers, Dave Peterson, Holly Hoxeng

Opening Prayer

Gratitude and Thanksgivings

Approval of Minutes

Motion #13 (Zantek/Wiley) Motion to Approve Minutes from March as Amended.

8 in favor/0 opposed/0 abstention. Motion Carries.

Treasurer's Report

- We are almost ready to cancel Server Keeper. The transition to Realm is complete.
- Kitsap Bank, the bank we use, has been purchased by Heritage Bank.
- Data from Realm regarding average pledge amounts by age group indicates that parishioners ages 25-39 pledge the highest on average, followed by parishioners 80 and over.
- Karrie asked if we could purchase stamps for the Pastoral Care Team to continue to send out cards. There are currently stamps in the office for the team to use. After they're gone, it's okay for members of the team to purchase additional stamps and submit the receipt for reimbursement.
- Mother Hillary is in discussion with the Diocese about a refinancing the mortgage for the church.
- Loose Plate Funds: Jim explained that these donations are counted as income to the church, and then a check is written to the specific organization.
- Charles Smith will do the Minute for Mission on May 24 and loose plate donations will go to his prison ministry in Uganda.

Vicar's Report: Mother Hillary

Worship and Spiritual Life

Since our last meeting, we have begun Summer Evening Prayer on Thursdays at 5:30pm. We had 6 people at the first one, which was about what I was expecting for a weekday service—5-15 people, usually. Bible Study, Episcopal 101 Youth Group, Godly Play, Contemplative Prayer, and our ZimZum group continue to meet regularly.

Pastoral Care

Since our last meeting, the Pastoral Care team and I have continued to collaborate to care for our members when they suffer illness and injury of the body or soul, while also joining in thanksgiving with those who are celebrating happy occasions. The active listening and small group facilitation workshops on Saturday May 23 are coming up! I will promote those in the Happenings this week. I also scheduled another "Death and Donuts" funeral planning workshop for June 7. We have also been in touch with a former member of St. A's as well as a family from our community to talk about scheduling funerals, which led me to think through what policy we might establish for non-member funerals. Since those are rare, my current plan is to treat them the same.

Diocesan & Community Relationships

Since our last meeting, I have continued my work with CK Fire and Rescue volunteer chaplain team and continue to be on the roster for Miller Woodlawn funeral officiants, though they haven't needed me since before Christmas. I am also working to get to know some of the local non-Episcopal clergy and local hospice and in-patient chaplains. I also continue to serve on the Diocesan Commission on Ministry. My other Diocesan roles include occasionally volunteering for the Diocesan youth confirmation program—I will teach one session this Sunday before they wrap up, as well as for the 2027 General Convention delegation. The Outreach team is doing a fantastic job building community relationships.

Welcoming & Parish Life

Since our last meeting, the gentlemen hosted a lovely coffee hour for Mother's Day, and they arrived early enough to set up a lovely selection of snacks for the ladies of our 8am service, which was incredibly thoughtful. However, this did lead to some noise from prep work carrying into the sanctuary during our 8am service, so the BC and I will discuss options for decreasing or elimination such noise in the future. Our parish life continues to be vibrant—the next fun social event on the calendar following last week's paint party and this week's Bunco gathering, may be another possible Poe-e-tea in July and the Annual Picnic in August! And of course, VBS in July!

Administration

Since our last meeting, I began the slow process of revising our BC handbook and roles and onboarding process with the wardens, etc. I haven't yet been able to research new phones, but I would like to get those this year if possible, as well as begin some very intentional new-website-planning work! The property manager continues to handle our tenants well—it appears to be a great fit, both with the tenants and the PM so far.

Other Announcements

- Death and Donuts, the Funeral Planning Workshop, will be held on Sunday, June 7 at 11:30 a.m.
- Mother Hillary will be gone next Sunday for a family wedding.
- Mother Hillary will also be gone for two of the Summer Evening Prayer dates and is looking for someone to lead prayer on those days.

- There have been some ongoing issues with the wifi. John Stockwell has been notified and will look into this.

Old Business

- The border along the path in the Memorial Garden and Labyrinth is complete and looks nice.
- Flooring: We need to figure out how many floor tiles we currently have that can be used as replacements. If we don't have enough for all of the designated areas, we need to buy more soon while that specific color and pattern is still available. We haven't heard back from Shannon yet. The new tiles have been waxed. After the meeting, BC members counted the number of damaged tiles in the sanctuary and compared that to the number of spare tiles we have in the attic, concluding that we most likely have more than enough stored to complete the work.
- The Health and Safety Team has been assembled. Members include: Audra Alford, Al Abel, Judy Van Hook, and Claire Bovet. Their first meeting is TBD.
- We're still looking for a grant to pay for the AED.
- A new parishioner is interested in looking into securing the barn grant. They'll meet with Lori and Bill Fagan to revisit the project.
- The audit team (Tim van As and Heather George) will do the audit on June 15, 2026.
- Update on Rental Property:
 - A family living near our rental property called the church and also stopped by in person to complain about noise from motorcycles that they believed was coming from our tenants. The noise complaint was referred to the property manager.
 - The septic project is done!
- Update on door locks:
 - We are waiting on an estimate from the locksmith.
 - We are waiting on an estimate to install a rolling counter door between the gathering room and the kitchen to help prevent noise from the kitchen impacting meetings in the gathering room.
 - We need to be able to lock interior doors so that interior spaces are not accessible when the church is rented for an event. To that end, there was a brief discussion about whether someone from the parish needs to be present during outside events. We decided this wasn't necessary at this point because all groups renting the space are given the phone number for the vicar or another BC member who will be in town and available to assist them.
 - There is only one key for Mother Hillary's office. Another one needs to be made.
 - Jim Foley might be able to help with lock replacement. All that's needed is a new cylinder—the entire lock and doorknob don't have to be replaced.
 - We need a check-in with all of the groups who currently use the church (e.g. Project Linus) to make sure they're clear on locking up procedures.
 - The issue with the front red doors has to do with the sill catching the bottom of the door and not with the locks.
 - The crash bars will cost \$300 each and we should budget up to \$1,000 for parts and labor. The crash bars will be installed the nursery and office doors.

Motion #14 (Zantek/Reeder): Motion to allocate up to \$1,000.00 for crash bars and labor.

7 in favor/0 opposed/0 abstention. Motion Carries.

New Business:

- There is a water leak in the rental house's master bathroom that's causing water to drip down the wall into the bathroom below. Update: the property manager's repair company discovered that this leak was not from the bathroom but from a leaking roof boot around one of the vent pipes which became apparent during the heavy rains we had recently. Their repair technician was able to install a new roof boot, but he noted that due to the fragility of the shingles, he had to install it over the shingles with generous usage of roofing tar rather than lapping it under the shingles as is standard. He advises that this is a short-term solution and that the church should be saving to update the roof on the house soon.
- The tenant's lease runs from February 1, 2026 to February 1, 2027.
- Kathy Gero has organized a card game event. The first one will be on Wednesday, June 10 at 6:00 p.m. They'll be held once a month on Wednesday evenings.
- There is a work party on Saturday, June 6. Indoor work will include steam cleaning the banquet chairs as well as removing fuzz and wax from seats and backs.
- Many of the kneelers in the sanctuary squeak when they're raised or lowered. Applying wax or soap would help but this is not a high priority task.
- We briefly discussed building a parish hall. This is a long-term goal.
- Our nursery attendant, Christina, has resigned. Some questions raised by this departure include:
 - How many children, on average, use the space?
 - Should we hire a new person?
 - At the present time, our practice is that the nursery door must ALWAYS be open when in use, and that the baby gate can be used instead of closing the door. Children should not be in the nursery unsupervised, and two adults is always preferred to one. It would be helpful to talk with families who have small children who are too young for Godly Play and determine whether they would use the nursery.
- St. Antony's has an Instagram page, but no one is currently posting and we don't seem to have a current password. Chelsea will try and find the password and connect the Instagram page to our current Facebook page.
- Summer Evening Prayer has had between 5 and 7 attendees, which is about what was expected.
- A parishioner suggested creating a business card that could be passed out to people in the community. It might include opportunities to get involved with church events as well as list our address and phone number. We also discussed adding a descriptive phrase about the church. The card would be black and white. There are business cards with Mother Hillary's name currently available on the main table in the narthex (same table as bulletins).
- Safe Church certifications for adults who will be involved in VBS need to be completed before the week of VBS. The modules are available online.
- Mother Hillary reported on the Clergy Conference. We need to be mindful of only using liturgy that has been approved by the Episcopal Church. If we're going to use something outside of what's in the Book of Common Prayer or Enriching our Worship, we need to get permission from the Bishop. Bishop Phil emphasized that obtaining permission is essential.

Mother Hillary has an approved/not approved list in her office. Bishop Phil has emphasized that obtaining permission is essential, and that he is willing to have conversations with individual clergy/congregations about specific liturgies appropriate to their context. In some cases, the request for permission is only required for principal Sunday services.

- Zimzum has been recently focused on Lectio Divina.
- Two St. Antony's parishioners who worship at our 8am Rite I service submitted a letter to the BC to be read aloud at today's meeting. The letter was read aloud as requested—in it, the parishioners expressed serious concern about a recent trend of noise from *the* kitchen carrying into the sanctuary and disturbing worship services. This has happened during both 8am and 10:15am services recently, and since our Rite I service is very quiet, noise from kitchen prep is especially disruptive to those worshippers. Sounds from talking, from cabinets opening and closing, and from dishes being put away all carry easily into the sanctuary—even when someone is trying hard to be quiet in there, worshippers can still hear them. Therefore, after a discussion, we agreed on the following:
 - Aside from rare special events, such as the recent Mother's Day Coffee Hour, no preparation for the post 10:15 *service's* coffee hour should begin until after the 8am service is over, approximately 9am. Even for special events, all reasonable attempts to avoid kitchen usage during the 8am service should be made, such as preparing early the night before.
 - Signs advising people of the need to respect worship in progress by not working in the kitchen during services have been placed to this effect in the kitchen.
 - On days following a large event, Episcopal 101 could relocate so that volunteers can comfortably catch up on washing and putting away dishes or get a head start on coffee hour prep.
 - In the long term, the BC can also look into blowing some foam or using insulation in the wall between the Kitchen and Gathering Room to aid in noise suppression.

Monthly Reminder: Goals for our 2026 Mutual Ministry Agreement.

Welcoming (Gather)

Specific and measurable goal(s):

- Finalize new promotional materials, including a welcoming pamphlet and pew contact card.
- Make the pew rack blocks.
- Host more newcomer's events.
- Develop a process for following through with first-time visitors.

Big picture: Let's continue to be warm and even more intentional in how we invite, welcome, orient, and integrate new members.

Organization Inventory and Communication (Grow)

Specific and measurable goal(s):

- Create an organizational information tree that captures all the activities and ministry teams in the church and which BC commission they fall under, as well as job descriptions for volunteer opportunities.
- Update the website.

Big picture: We want people to know what is happening at church, when it's happening, and who is running it so that they can join in!

Outreach (Go)

Specific and measurable goal:

- Plan and execute a "red-shirt activity" where St. Antony's members do a service project out in the community together.

Big picture: Continue to develop our presence in and impact on our neighborhood.

Upcoming Dates to Remember:

BC Meetings

- Sunday, June 28
 - Reports due on Monday, June 22
- Sunday, July 26
 - Reports due on Monday, July 20
- Sunday, August 16
 - Reports due on Monday, August 10
- Sunday, September 20
 - Reports due on Monday, September 14
- Sunday, October 25
 - Reports due on Monday, October 19
- Sunday, November 15
 - Reports due on Monday, November 9
- Sunday, December 13
 - Reports due on Monday, December 7

Closing Prayer

Meeting adjourned at 1:45 p.m.

Submitted by Cris McCarty, Clerk of the Bishop's Committee

Addendum to Bishop's Committee Meeting on May 17, 2026.

Motion #15: (Hoxeng/Wiley) Motion that St. Antony's Bishop's Committee accepts the donation of three trees from Jill Gray, including installation, and one tree from Liz Haney, with special attention to maintaining the health and visibility of existing memorial trees already planted on our grounds.

6 in favor/0 opposed/0 abstention. Motion Carries.