



St. Mary's Episcopal Church
Minutes for the Bishop's Committee Meeting
Sunday, May 21, 2023

Presiding Member: Rev. Daniela Lee+ (Priest in Charge)
Clergy: Rev. Alison Desiderio Peterson (Deacon)
Elected Members: Taran Bhagat (Senior Warden), Jim Meador (Junior Warden),
Gidge Sundquist, Sue Hidley, Dave Castelli, Mary Allen
Ex Officio Members: Marilyn Oliver (Treasurer), Arianne Gage (BC Clerk)
Absent: Robert Jaramillo (excused)

Meeting opened at 1:07pm (Quorum Established)

- I. Opening prayer
 - Gidge Sundquist led us in the opening prayer

- II. Spiritual practice
 - Deacon Alison led us in today's spiritual practice. She led us on a short walk through the whole parish, around the parish hall, through the priest's office, into the sacristy and sanctuary and back into the library. Then, going around the table, she invited everyone to share what they observed, especially the things that they hadn't noticed before.
 - Some shared things they hadn't noticed before such as: images in the stained glass, sounds from the organ, crooked frames, cluttered areas in need of attention.
 - Deacon Alison pointed out that we took 183 steps on our stroll, and that the things that stood out to each of us says a little something about each of us.

- III. Adoption of agenda
 - Two items were added to the agenda under section IX. These are Fellowship Hour and Common Ground.
 - *Dave motioned to adopt the agenda as amended.*
 - *Mary seconded this motion.*
 - *All approved.*

- IV. Approval of April minutes
 - *Mary Allen motioned to approve the April Minutes.*
 - *Sue Hidley seconded the motion.*
 - *All approved.*

V. Financial report

A. Report

- Rev. Dani opened the floor up for questions about the financial report.
- Dave Castelli asked about the discretionary account balances, and if those are the funds that will be allocated to the new account for Rev. Dani (see details below). This is correct, and once the account is created, these funds will be moved there.
- *Jim motioned to approve the financial report.*
- *Mary seconded this motion.*
- *All approved. The financial report was approved by those present.*

B. Cash handling

- Marilyn expressed that she and Gidge have counted the donations for the last two years or so, and feel confident that they've been able to get the process streamlined.
- There is concern that one of the Sunday's plates worth of donations has gone missing, from about three weeks ago. When Marilyn and Gidge prepared to count those donations, they were not in the safe room and have not been found since.
- Upon investigation, the pouch was found in one of the file cabinets! Hooray! It had been placed there by mistake, but was in a safe location, just out of view.
- Deacon Alison called for some new training for our newer Bishop's Committee Members, and called on Taran to help organize this endeavor.
- Arianne will share along the previous training document that outlined the responsibilities and tasks of the BCMOD.
- Deacon Alison expressed frustration at the counting forms, and offered to build an Excel spreadsheet with formulas that can automatically tally the totals for the report.
- This suggestion was received well, with a few questions asked as far as processes, execution, etc.
- It was suggested that Arianne should not be alone when taking the deposit to the bank, and she will coordinate with Marilyn and Gidge.
- *Dave made a motion to authorize that we revamp our cash handling practices.*
- *Gidge seconded this motion.*
- *All approved.*

C. Priest's Discretionary Account

- Central Bank is requiring a letter from the signers of the general account that authorizes Rev. Dani to create a new

account. This is a letter that Arianne will draft and have signed by those who need to sign it. She will work to get this ready for next Sunday's service.

- This document will be approved and signed by the Bishop's Committee, and especially the four signers on our main account: Taran, Marilyn, Mary, and Arianne.

VI. Building and grounds committee

- Jim suggested that we could use another day of clean up. Dates were discussed, with the suggestion of doing it after Memorial Day.
- Early June is full with Pride Festival and Parade things up in SLC
- Saturday, June 10th is a Pride service at SMC
- The date chosen is Sunday, June 4th, just after services and fellowship hour.

VII. Business completed since April meeting

A. Sound system

- This work was completed in April and has been working well! Even though the batteries die in the mics, the sound is carrying well through the Sanctuary.
- There is another microphone that the sound techs recommended for the pulpit. This equipment needs to be picked up in Salt Lake City. Arianne will check with Rev. Dani on this task.

B. Work party

- (see notes above)

VIII. Unfinished business

A. Stewardship update

- We reviewed the Pledge information that was supplied by Arianne.
- Discussion was had about who these pledges have been received from, without names shared, and their general length of attending St. Mary's. Most, if not all, the pledges received were offered by long-time parishioners at SMC.
- We also discussed plans for a stewardship campaign, which traditionally begins in September. Deacon Alison suggested that members of the Bishop's Committee could each take a Sunday to share a thought or reflection on what the stewardship funds go towards, and how vital they are for our parish, ministries, and mission.

B. Garden boxes

- Many of our garden boxes are claimed and plants are growing!

- Gidge shared a story about an encounter she had with a person from a support group who she met in the garden boxes. This person expressed gratitude and appreciation at the availability of the lettuce that was planted. Gidge offered to plant more boxes, if they are not claimed, for the greater availability of these foods.
- We will add a QR code for donations and staple it to the boxes so people can donate money as they take food, or something similar.
- Arianne will investigate this and share ideas with the BC.

C. Support group contract

C(a): Contract Details:

- Dave brought up that the decision process for accepting or rejecting support groups or recitals/concerts in the Sanctuary should be an easier process that takes less time.
- Discussion was had about how to handle for-profit vs non-profit events. There are those who feel strongly about the selling of tickets for admission not being allowed, and others feel fine with it, stating that it isn't our business what their funds are collected for, if they are.
- An idea was brought forward by Rev. Dani about drafting a second contract for recitals or performances in the Sanctuary vs Support Groups who attend weekly. This was received well, and will be worked on.

C(b): Altercations with Support Group

- Marilyn shared an altercation she had with the Tuesday & Friday Al-Anon group wherein they forcefully made their way into the library while Marilyn and Gidge were trying to count weekly donations. The person who confronted Marilyn was very abrasive and hostile, and
- Rev. Dani had a discussion with the Friday Al-Anon leader and expressed that this person's attitude was too abrasive and confrontational.
- Gidge shared concerns about some of the Wednesday evenings she's gotten here for Evening Prayer and the door has been unlocked, without a support group here in the building. Arianne reinforced the importance of knowing when this happens so that she can look at the key log and know who to contact or who's key to disable, if needed.

D. Piano guy

- We have received a request for a person named Aaron who is asking to build and store a piano in our building somewhere. He is working on a composition piece with a 'prepared piano' that modifies its sound.
- Discussion was had about where we'd be able to put this project, how it would be stored or kept safe, how he would enter the building, etc.
- The general temperature for this project is negative, with the consensus being that the risk/liability is too great.
- An ask was made for anyone who was in favor.
- No one was in favor of this project, so the request will be denied.

E. Siding options

- Rev. Dani spoke with Shaunna Gage (who is aware of our insurance coverage) who confirmed that this project would not be covered by our insurance company because there was not a specific instance that took place to cause the damage.
- Rev. Dani proposed to take this project proposal to the Standing Committee at the Diocese to see if they would help us to cover the costs of this repair.
- If the Standing Committee could cover some of the cost, we may be able to fundraise for the remainder.
- The initial quotes for these repairs are as follows (brought forward from the February 2023 BC Meeting Minutes):
 - *Replacement of wood shingle shakes on the entire building with High end Vinyl shakes for \$26,450.*
 - *Replacement of wood shingle shakes on the entire building with stucco for \$24,250.*
 - *Replace the section that has been leaking, with cedar shakes, to match as close as possible for \$1,250.*
- Rev. Dani will get in contact with Kurt Cook at the Diocese to start this process.

F. Homeland security grant

- Dave Castelli gave an overview of the process that took place to prepare for this grant. The grant application was submitted on time, but Dave has not heard back from them yet.
- Rev. Dani suggested that if we are not awarded the grant, we could try fundraising for the money needed for exterior cameras or further security measures.

G. Parish directory

- Options for secured digital directories were discussed.
- Rev. Dani and Arianne will explore possibilities for this.

- She shared that there may be a directory that would allow people to customize the personal information that they share, while keeping other sensitive information private.
- Possible option: Realm

H. Music for outdoor services

- Samantha Adair, our organist, is out of town this week, so we will move this topic to our next meeting, to be sure we can get her expert opinion.

I. Easter plate money for EYE

- The deposit for Easter Day's collection plate was miscalculated by the bank resulting in a deposit decrease of \$201. (Please see attached document)
- Rev. Dani has suggested that she will cover the difference from her Discretionary Account. This would result in \$195 being deducted from her discretionary account balance.

J. Copier replacement

- Arianne previously requested the contract that SMC has with Ricoh, but Ricoh were unable to supply one as they could not find one in our file. Arianne will attempt to find any further information from them.

K. Columbarium expansion

- The company who made our current Columbarium went out of business in the early 2000's.
- Initial quotes look to be about \$2000-\$3000.
- Options were discussed about potential builds for another Columbarium, possibly an exterior unit in the Labyrinth yard.
- Dave Castelli offered to help look into building or purchasing options for a new unit.

IX. New business

A. Phone and internet

- Rev. Dani proposed to change our internet and phone plan from Veracity (FirstDigital) to T-Mobile in the interest of having a cell phone instead of a landline connection. This will hopefully better enable us to contact parishioners en masse, as well as connect on social media and newsletters.
- *Jim motioned to make this switch.*
- *Dave seconded this motion.*
- *All approved.*

B. Upstairs closet

- This closet is needing to be moved downstairs and back into Deacon Alison's office.
- The closet will be moved next week after Pentecost's service.

C. Guest speakers

- Rev. Dani has received approval from +Bishop Phyllis for the addition of guest speakers once a month during Holy Eucharist Service throughout Pentecost.
- These guest speakers will share a reflection or similar on a chosen topic, with further discussion taking place in the Fellowship Hall after the service.
 - June - Kurt Cook
 - July - Shannon Burke
 - August - Forrest Cuch
 - September - David Atem
 - October - Camille Biexei
 - November - Lon Young

D. Fellowship Hour

- Marilyn was recently approached by someone during Fellowship hour who asked why there wasn't more food available that day.
- She also highlighted that paper plates are quite wasteful, and that we have made initiatives to cut down on waste like this for programs and bulletins. She suggested that we use up what we have stored and not repurchase further disposable supplies, opting for reusable plates, cups, and silverware.
- Gidge shared that a particular parishioner is quite critical of those serving in the kitchen during Fellowship, such as the coffee being terrible, or the organization of the offered food items.
- Options for training were discussed, helping more people learn how to use the coffee machine, etc.
- The sign-up sheet could also be adjusted for options of bringing food and cleaning up instead of just food.

E. Common Ground

- Gidge shared an update about how things have been going with Common Ground. She purchased a number of food items for this month's event because there were not many food donations brought in lately.
- Gidge is interested in expanding the scope of Common Ground to invite people to eat a meal with us during the event, opening it up to the community at large instead of just our parish.
- Rev. Dani suggested calling this a Community Lunch.
- She extended an invitation to the BC to join in at the next Common Ground on Thursday, June 15th at 11:00am.

- X. Next meeting: **Sunday, June 11th**
- Rev. Dani will be absent on the typical day of June's meeting.
 - Dave Castelli will be absent for the typical dates for July and August's meetings.
 - July's meeting date will be Sunday, July 16th
 - August's meeting date will be: Sunday, August 13th
- XI. Closing prayer
- The closing prayer was offered by Arianne Gage

Meeting closed at 4:45pm

Next BC Meeting will be held on **Sunday, June 11, 2023.**

Minutes taken by Arianne Gage.

Clerk's Signature