

St. Mary's Episcopal Church  
Agenda for the Bishop's Committee Meeting  
Sunday, November 19, 2023 @ 1.30 PM



Presiding Member: The Rev. Daniela Lee (Priest in Charge)  
Elected Members: Mary Allen, Sue Hidley, Rob Jaramillo, Dave Castelli,  
Gidge Sundquist, Jim Meador (Junior Warden)  
Ex Officio Members: Taran Bhagat (Senior Warden), Marilyn Oliver (Treasurer),  
Arianne Gage (Scribe)  
Guests: None  
Absent: None

**Meeting opened at 1:45pm (Quorum Established)**

I. Opening prayer

Rev. Dani led us in the opening prayer which was a collaborative prayer, with a sentence or two added by those in attendance, with their prayer/hopes/intentions for the meeting ahead.

II. Spiritual practice

See notes for opening prayer

III. Adoption of Agenda

Taran added the following to the agenda: Nominating Committee, and Payroll as an executive session

*Motion: Rob moved to approve the agenda as amended; Jim seconded.*

*Vote: All approved.*

IV. Approval of September Minutes

Gidge's name was missing as those present that day and was added by Arianne during the meeting.

*Motion: Taran moved to approve September's Meeting minutes as amended; Sue seconded.*

*Vote: All approved.*

V. Approval of Reports

A. Priest-in-Charge

- Rev. Dani's report was discussed.
- The Bishop's visit in October was discussed, and Bishop Phyllis expressed gratitude for the meal we prepared that day. Everything that was shared at the potluck fit into her dietary restrictions, and she was happy to see that! She says that's never happened for her before, and she was very pleased.
- Rev. Dani highlighted that the new Thursday ministries are going very well! Attendance has been a lot higher than initially expected, with at least 14 people showing up each week to each event.

- Dave asked about whether another restaurant would be viable for the Social Dinner evenings. As he has been driving around town, he has noticed a few small businesses that he thought might be a good fit for the meal. Rev. Dani expressed that the nice thing about Village Inn is that there is a variety of foods at various price points which helps to accommodate people's preferences and budgets.
- Rev. Dani explained that Lon has begun the Discernment Process to the Priesthood, but that he does not want this information to be shared publicly yet. He has already applied to Seminary as well, and may be eligible for scholarships for the program.
- Gidge has also begun her Discernment process again, and is discerning about becoming a Deacon.
- Both of these candidates are already engaged in learning and training for these ministries.
- Of those present, all were in support of both of these candidates and shared their excitement for them.
- Because Gidge is in discernment, she will be unable to continue on the Bishop's Committee after this calendar year. She will also be unable to hold any official office in the Diocese while in Discernment.

#### B. Senior Warden

- Angel Tree will begin November 26.
- Two security cameras have been installed; one in the hallway near the west doors and one right outside the Sanctuary and Sacristy. These are able to be accessed live any time by those authorized.
- More cameras will be installed, especially outside, to help assess weather and safety conditions.

*Follow-up: Taran will continue to assist in the installation as he has time.*

#### C. Junior Warden

- Rev. Dani asked Jim about an item in his report regarding the winterization and a repair on our sprinklers. These tasks have been completed.
- There are a few trees that need to be trimmed. The city will do this.
- Arianne has reached out to Provo City regarding 'no parking anytime' signs at the entrance of the parking lot. This will be an ongoing project, but Arianne is motivated to see it through.

*Follow-up: Arianne will contact the city regarding the trees and the 'no parking' signs.*

#### D. Treasurer

1. Report

- The Oktoberfest Stewardship Dinner we had was great! Good turn out, and very good food.
- Marilyn emphasized the need for the copier project to get moving and done.
- Taran shared a few points on the copiers he has researched about.
- A deadline of December 31st to have a plan in place for this change.

*Followup: Arianne and Taran will discuss the copier options he's found, and present the narrowed-down options at our next BC meeting.*

## 2. September and October financials

- Dave asked about the transaction fees from Tithely. Rev. Dani provided clarification on this point, highlighting that this fee is covered by the church if the donor does not elect to cover them themselves.

*Motion: Jim moved to approve these reports and financials; Mary seconded.*

*Vote: All approved.*

## VI. Unfinished business

### A. Diocesan loan request for siding

- The three bids we've received for this project were discussed.
- Taran expressed his preference, acknowledging his bias, for Big Game Construction. This is the contractor that did our roof, and they have shown us that they do quality work.
- The Diocese would like to know how much the congregation will be willing to contribute to the project. Rev. Dani suggested that we offer to cover \$5000, and ask for the Diocese to loan us the other \$21,000.
- Jim pointed out that we should be sure to plan for unexpected issues or additions to the project that could be needed once it starts. This could cause the project to increase in cost.
- The Diocese would also like to know our proposed repayment plan. It was decided that we would offer to pay them back \$1000 per year for 5 years, and then reassess our repayment options based on the Parish's finances at that point.

*Follow-up: Taran will reach out to Big Game Construction to get on their schedule.*

### B. Stewardship campaign

- Mary suggested that for future campaigns, we should have the pledge cards available as soon as the campaign is announced. This could make a difference for those who like to pledge early to get it off their mind.
- She highlighted that there was a lot of confusion that resulted from the cards not being available at the beginning of the campaign.
- If we do another Oktoberfest next year, we should get it on the calendar earlier in October to avoid conflicting events with Halloween.

- Dave pointed out that there are only about 17-25 households who have pledged so far, out of the approximately 100 households we have registered with our parish.
- It was decided that we will begin Stewardship Campaign discussion in August of next year.

#### C. Bulletins

- Dave shared a few concerns about there not being enough bulletins on Sunday services. He highlighted that the QR code is helpful, but that he finds it difficult to read from his phone in the dim light of the parish.
- Rev. Dani pointed out that many of our guests and newcomers seem to be unaware of the QR code option, especially if they have never attended a liturgical church.
- Arianne shared stats on the last three weeks of QR scans; the counts were 44 on 11/12, 33 on 11/5, and 14 on 10/29.
- Options for other QR codes were discussed, such as having a 'reusable' QR code, one that could be updated each week, but use the same code.
- Rev. Dani emphasized that she does NOT want to print more bulletins than we already are, highlighting the cost and creation-care implications associated with printing. She went on to explain how the full bulletin is really more of a crutch than a help, at least for those who have been attending regularly/frequently.
- Marilyn shared some concerns about the lighting in the Sanctuary, explaining that the lights seem to be too dim to see very well. This makes it difficult for our older parishioners to see their bulletins.

*Follow-up: Arianne will explore other options for sharing our QR codes for bulletins and report back at the next meeting.*

#### D. Nominating Committee

- The Nominating Committee consists of Taran, Rob, and Mary.
- There are three seats opening on the Bishop's Committee.

*Motion: Sue moved to establish these three people as the Nominating Committee; Dave seconded.*

*Vote: All approved.*

*Follow-up: These three will convene soon to discuss their ideas for nominees.*

### VII. New business

#### A. Deacon Alison's office

##### 1. Furniture

- It was discussed that this room was never really meant to be an office, but was made so by our previous priest. This room has historically been used as a small chapel and/or choir room.
- Deacon's usually never have an office, as their mission is typically outside of the parish.

*Motion: Rob moved to revert this room back to a small chapel; Dave seconded.*

*Vote: All approved.*

## 2. Space

- Options were discussed about a new, smaller altar that could go into this small chapel. It could be a great place to hold smaller services or reflections.
- Deacon Alison left her desk in that room, and we'll need to give it away or dispose of it.

*Follow-up: Arianne will advertise the desk in the newsletter.*

## B. Preliminary budget

- Income Contribution - Pledge will be adjusted down to \$40,000. This will match the figure we had for last year and is based on the number and dollar amount of pledge cards we've received so far.
- The Furnace fund will be adjusted to \$1500. It was previously listed as \$2000 for 2023, and Andrew had updated it to \$0 for this report.
- The Meetings and Workshops fund has been merged with the Vestry fund, and will be renamed the Bishop's Committee Fund.
- The Palm Sunday fund should be at \$200, not \$0.
- The Youth fund will be eliminated for the time being.
- Our Childcare Director (Ash Schiszler)'s salary will need to be added to the budget. Approximately \$1560 annually.
- The fees for Diocesan Convention were discussed briefly.

## C. Payroll (executive session)

- Rev. Dani and Arianne were excused for this portion of the meeting.

*Motion: Taran moved to increase the pay schedule for each paid employee to cover cost of living increases. This would be half of COLA (3.2 this year) plus half of inflation trend standards (3%); Rob seconded.*

*Vote: All approved.*

*Motion: Rob moved to increase Rev. Dani's number of Sunday's off per year from 4 to 6; Jim seconded.*

*Vote: All approved.*

## VIII. Next meeting

Our next meeting will be held December 17, 2023

IX. Closing prayer

There was no closing prayer today (many needed to leave immediately after final votes).

**Meeting closed at 4:33pm**

Minutes taken by Arianne Gage.

Clerk Signature

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