

**St. Mary's Episcopal Church**  
**Bishop's Committee Meeting**  
*Sunday, April 28, 2024 @ 1:00 PM*  
Meeting held at St. Mary's Library



Presiding Member: Rev. Daniela Lee+  
Elected Members: Jim Meador (Junior Warden), Shaunna Gage,  
Marilyn Oliver (Treasurer), Mary Allen,  
and Robert Golding-Jaramillo (Clerk)  
Ex Officio Members: Taran Bhagat (Senior Warden) and Arianne Gage (Scribe)  
Absent: Sue Hidley  
Guests: TJ Hunter (Pronto)

**Meeting opened at 1:14pm (Quorum Established)**

I. Opening Prayer

Robert led us in the Prayer for Church Meetings.

II. Spiritual Practice

Discussion was had about whether to continue holding a Spiritual Practice at the BC Meetings. Of those present, some like them, but some do not see them as necessary for every BC Meeting. It was decided that the Spiritual Practice will be held as needed in the future, but not necessarily at every meeting.

III. Adoption of Agenda

No additions were made to the agenda.

*Motion: Marilyn moved to approve the agenda. Shaunna seconded.*

*Vote: All in agreement - The agenda was adopted as written.*

IV. Approval of Minutes

A. Annual Minutes

B. March Minutes

Of those present, very few were prepared to discuss either, as they had not made the time to read them before the meeting.

*Follow-up: These will be added to next month's agenda.*

## V. Received Reports

### A. Priest-in-Charge

- Rev. Dani asked for feedback on Holy Week.
- She stated that she and Arianne will work together to secure Easter Lilies sooner in the season.
- Mary stated that she really enjoyed the 9am Easter Sunday service, and was appreciative that it helped cut down on crowding in the Sanctuary for the second service at 11am.
- Shaunna shared a fellow parishioner's opinion that it was the best Holy Week we've had in a long time.
- Rob shared that he really enjoyed the Tenebrae service this year.
- Rev. Dani mentioned that she would like to purchase some towels to use specifically for baptism, so that the foot-washing towels are not used for baptism.
- Rev. Dani shared some information about preparing for the General Convention, stating that there has been a lot more work than she expected there to be.
- Rev. Dani shared that Lon has received a full-ride scholarship, as well as a two-year curacy to follow his education. These scholarships were awarded in part due to his work with the Faith Transitions group we've been hosting since October 2023.
- Rev. Dani gave us a brief overview of her vision for the Seasonal Bulletins that she and Arianne will be working on.
- Arianne and Rev. Dani attended an Active Shooter Bystander Awareness Training last week. Rev. Dani gave a brief overview of the training they received. She described a few of the factors that can contribute to an active shooter and a few things to look out for.
- She shared the phrase: RUN, HIDE, FIGHT, which the FBI shared as the best course of action to take, in that order, when possible.
- Shaunna shared a story about an individual from a few years back that gave her and Melody (a former SMC parishioner) a lot of uncomfortable feelings over the course of a few weeks. This individual often shared misogynistic, anti-female statements, and seemed to only join in Fellowship Hour in order to 'teach' us, and 'convert' us. Taran informed us that this individual did sometimes attend services and seemed to be respectful there.

- Shaunna expressed frustration that at the time this individual was attending SMC, her concerns were dismissed by a few of the BC members, adding to her sense of being unsafe.
- Rev. Dani was adamant in her commitment to taking safety concerns seriously.

#### B. Senior Warden

- Taran gave us a few updates on the Ricoh printer situation.
- Rev. Dani expressed support for purchasing the printer outright, that the benefit of having an extra printer could outweigh the cost of shipping the printer back.
- Taran will get in touch with Ricoh and find out what our options are at present.
- There have been some delays with the siding project. There was confusion with the vendor, who claims they sent the materials to the contractor, but the contractor has not received them. The vendor and the contractor are working together to either find the missing materials or make them again new. This will result in further delay, but at least we have an update!

#### C. Junior Warden

- Jim shared that he has a few repairs he needs to complete on the sprinkler system. He will also be looking for a new spray head for the hose end.
- Plans for the new Community Garden space are still underway, and will likely be completed in Phases or Installments, so we can add on year to year.
- Marilyn shared that she thinks our garden should be mostly used for vegetables and food growing, rather than just flowers.
- Mary shared concern that if there are no guidelines, the garden could become very messy and unkempt, and could potentially look trashy.
- Taran suggested that if we have a large planted garden that we could have people 'adopt' a section/portion of the garden to be responsible for weeding, watering, maintaining, etc.
- Planting may begin about mid-May, depending on when plans are finalized.

#### D. Treasurer

- We read over Andrew's included report and did not have further questions beyond clarifying details of the report.

## VI. Approval of March Financials

*Motion: Shaunna moved to approve the March Financials. Robert seconded.*

*Vote: All were in agreement. The Financials were approved.*

## VII. Unfinished Business

### A. Community garden

Please see discussion in the Junior Warden report section.

### B. Seasonal bulletins

- Rev. Dani is excited to be able to include other elements of liturgy from other sources to further add depth to our services.
- These bulletins will have an insert for the day's readings, psalms, announcements, etc. and will be collected after each service.

*Follow-up: Rev. Dani and Arianne will work together in the coming weeks to develop these seasonal bulletins.*

### C. Date for parish picnic

The parish picnic will take place on September 8th

### D. Speakers for Ordinary Time

This was discussed during our last meeting and was accidentally left on the agenda (please refer to the March minutes) .

## VIII. New Business

### A. Pronto Messaging Software

- Rev. Dani introduced TJ Hunter and gave a quick overview of her dislike of Realm, and her hopes for how Pronto can help us.
- TJ shared an overview of his work in developing Pronto as a communications app/tool. He shared that this system has been developed to be as simple as possible, to help simplify communications between teams, schools, companies, etc.

*Motion: Marilyn moved to adopt Pronto and cancel our subscription to Realm. Rob seconded.*

*Vote: All approved.*

*Follow-up: Arianne will cancel Realm and get Pronto set up.*

## B. Display Case

- Gidge gave an outline of her idea for a boutique/gift shop to sell items made or donated by parishioners as a means of fundraising and community engagement.
- This display case could hold items for sale such as rosaries, shawls, t-shirts, and other handmade items.
- We could also use a few shelves or cubbies for food stores, toothpaste, gloves, hats, etc.

*Follow-up: All present will research display cases and share ideas with the group.*

## C. EfM - Education for Ministry

- Rev. Dani detailed the information she received from Laura Orcutt (of the Diocese). She shared that her only stipulation for St. Mary's to hold an EfM group here would be that it is led by someone who currently attends SMC, instead of former parishioners leading it.
- It seems like there is quite a bit of training that goes into being allowed to lead these groups.
- EfM is a four year long course and is fairly intensive training. Classes are held once a week for those four years.
- Gidge shared that this program is rich with information, but to pursue it is definitely a commitment.

## D. New manuals for ministers and a clarification of roles

Rev. Dani and Marilyn have been working together on building manuals for instruction and training in various worship ministries.

*Follow-up: Rev. Dani will work on typing up those manuals and will share them along as they are completed.*

## E. Stewardship manual

- Rev. Dani introduced the manual "A Formula for Your Church to Increase its Financial Resources", a tool for Stewardship and more.
- It will be the goal of the Bishop's Committee to read and discuss one or two chapters during each upcoming BC Meeting.

## F. Refinishing the altar and the frontals

- Rev. Dani likes the altar that we are using currently, but expressed dismay that it is very ugly when it is uncovered. She would like it to be refinished and stained so that it looks nicer, especially when using shorter frontal pieces for various liturgical seasons.

- Rev. Dani would also like to fabricate some new frontals so that the main altar, high altar, and other elements would all match.
- Arianne's father in law is a finish carpenter who may be able to help us with his project.

*Follow-up: Arianne will get in touch with her father-in-law this week to assess the work ahead.*

#### IX. Next Meeting

- Our next Bishop's Committee meeting will take place on May 19.
- Arianne will reach out to Andrew to find a few dates for our next Financial Committee Meeting to take place some time in May.

#### X. Closing Prayer

Shaunna led us in a closing prayer

**Meeting closed at 4:15pm**

Minutes taken by Arianne Gage

Clerk Signature

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