

# St. Mary's Episcopal Church

## Bishop's Committee Meeting

*Sunday, June 30th, 2024 @ 1:30 PM*

Meeting held at St. Mary's Library



Presiding Member:	Rev. Dani Lee+ (Priest in Charge)
Elected Members:	Jim Meador (Junior Warden), Marilyn Oliver (Treasurer), Sue Hidley, Rob Jaramillo-Golding, Shaunna Gage, Mary Allen
Ex Officio Members:	Arianne Gage (Scribe)
Guest:	Gidge Sundquist
Absent:	Taran Bhagat (Senior Warden)

## Meeting opened at 1:07pm(Quorum Established)

### I. Opening Prayer

- Rev. Dani opened the meeting with a prayer
- After the prayer, Rev. Dani and Rob shared a handful of resources that they gathered during their travel to Louisville, Kentucky for The 81st General Convention of The Episcopal Church last week.

### II. Stewardship Book Conversation

- The Stewardship Book Conversation has been postponed until our next meeting in July.

### III. Adoption of Agenda

Added "July 4th Fundraiser" to New Business

*Motion: Shaunna moved to accept the agenda as amended. Rob seconded.*

*Vote: All approved - Agenda was adopted*

### IV. Approval of Minutes

#### A. May

Due to the crazy schedules of summer, of those present, no one was able to review last month's meeting. So, we will address this at our next meeting.

### V. Reports Overview

A. Priest-in-Charge

Rev. Dani had not prepared a formal report, but we discussed her work at the General Convention for a few minutes.

B. Senior Warden

Taran is out of the country - no report submitted

C. Junior Warden

Jim reported that the Community Garden is doing well and would like to add more plants to the plot. Rev. Dani will look for some plants to add as well.

D. Treasurer

Financial reports were not available for this meeting.

VI. Approval of May Financials

Financial reports were not available for this meeting. We will discuss May and June's financials at our next meeting.

VII. Unfinished Business

A. Display case - Dani

- Rev. Dani gave us an overview of the work that has been done to get the display case ready for sale items. The case has been filled with donated, handmade items from our parishioners as well as a few items from the Catholic store up in Salt Lake City and will be sold as a means for raising funds.
- The keys for this display case are located in the parish office, in the printer room. Payments for these items can be collected via cash, check or EFT through Tithely.

B. Old copier machine - Arianne/Taran

- The check for the final payment for the printer has been sent. We own the printer now! :)

C. Survey results - Dani

- Rev. Dani gave us an overview of the Congregational Vitality Initiative survey that she had a few of our parishioners fill out, helping us to assess the strength of our congregation.
- In her opinion, this survey, while thorough, does not give very clear guidelines or advice on how to improve a congregation's score. Rather, this survey gives a generalized overview of a congregation's health, without much direction on what to do with the information.

- Rev. Dani would rather have more specific data about people's opinions, and get a little more micro with what information we collect. She would like to make sure that the survey is fully anonymous, so people may feel more comfortable with sharing their true thoughts and feelings in the survey.
- Mary shared an idea of asking our parishioners about what they see as our congregation's strengths and weaknesses.
- Gidge also shared that the timeframes of what the survey was polling about were unclear. Are they asking us about how we have been, how we are now, or how we think our future will be? Need more clarification

## VIII. New Business

### A. The Bon Voyage BBQ

- Mary extended an invitation to the Bishop's Committee and Rev. Dani to join her and her husband Robert at their home for a BBQ in honor of Rev. Dani before she leaves the country to visit Romania in the month of August.
- The date of July 20th at 6pm was selected.

### B. Sensor lights in the bathrooms - Dani

- Rev. Dani has noticed that the bathroom lights are often left on, and has suggested that we install sensor lights in the restrooms.
- This suggestion was approved. Rev. Dani will reach out to Tyson or another parishioner to complete this task.

### C. Insurance update - Shaunna

- Shaunna gave an overview of the meeting she and Arianne had with our Church Insurance Group representative earlier this month.
- The representative gave us recommendations for things to improve, but we do not have any tasks to complete in order to keep our current coverage.
- It was suggested to build and display an evacuation plan along with a floorplan of the building and display it in multiple places in the building.
- Our rep noticed that we have a number of smoke detectors that are missing or are likely missing batteries.
- We need to install exit signs on all of our exterior doors.
- A handrail is needed in the furnace room nearest to the Sanctuary, as well as a smoke alarm and fire extinguisher
- It was also suggested that we begin using a strong password manager for our online/digital records and lock down access to these passwords to only those who

need them. It was suggested to lock down our WIFI in a similar way to ensure net security.

- Shaunna gave us an overview of the changes Church Insurance is making to their earthquake policy. It used to be included in their policies, but they will now be charging for this kind of policy. They have also changed the amount of coverage for this policy down to only \$100,000.
- Shaunna will follow up with Church Insurance to receive a quote for the new earthquake insurance policy. Rev. Dani will take that information to the Standing Committee as well, to alert the Diocese of these changes.

#### D. July 4th Fundraiser

- Those who are volunteering will arrive around 6am
- Arianne will secure 200 bottles of water to give out
- Rev. Dani will put out a call for volunteers, and Arianne will pull the shade canopy down from storage upstairs.

#### IX. Next Meeting

Our next meeting will take place on July 21st. This will be a longer meeting as we will discuss many of the topics that we couldn't discuss today.

#### X. Closing Prayer

Shaunna led us in a closing prayer.

**Meeting closed at approximately 2:40pm**

Minutes taken by Arianne Gage

Clerk Signature

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