

St. Mary's Episcopal Church

Bishop's Committee Meeting

Sunday, May 19th, 2024 @ 1:30 PM

Meeting held at St. Mary's Library



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

Meeting opened at 1:25pm(Quorum Established)

I. Opening Prayer

Robert led those present in an opening prayer

II. Stewardship Book Conversation

- Shaunna's notes:
 - Read together page 26 - Churches and leaders need to ruthlessly decide what to get involved with and what not to become involved with.
 - Do we need a new mission statement; or do we need to internalize the current statement?
 - Perhaps we should have someone speak each week before the offertory about why SMC is so great. This could encourage giving.
- Rev. Dani led this discussion about the first two chapters of the Stewardship Book we are studying. She highlighted the importance of understanding the demographics of those who live in our community and shared an anecdote about a church that grew their attendance by shifting their focus from young families to empty nesters, which more closely matched their demographic and increased their membership.
- Highlight and feature the strengths and talents of those in your congregation who are willing to share those talents.
- Be willing to give new ideas a good try, even if they've been tried before and failed. To everything a season, so what did not work before may work now.
- Rev. Dani congratulated Gidge on the work she is doing in Common Ground; that this ministry is growing, expanding, and doing very well.
- It is better to wait for the right person to take on a ministry rather than trying to get someone to fit into a ministerial role that does not fit them well. This can be better accomplished by also understanding where we're going as a parish.

- This point was reinforced by the success we've had with Ash Schiszler as our Child Care Director, and them being available as we're welcoming more children into the parish over the last few months. This ministry has waxed and waned as the parish has changed, so flexibility in required or sustained ministries is important.
- A church and its leaders must ruthlessly decide on what ministries they grow or participate in. Rev. Dani highlighted this concept by reminding us about our decision to not participate in last year's Warming Stations project because of our understanding of our limitations and constraints at that time.
- Rob agreed, quoting from the text and saying that sometimes we must NOT do something to help ensure that we reserve energy and resources for things we can do well.
- Sue agreed with this sentiment, highlighting the potential for burn out when a person or parish takes on too much at a time and we cannot do everything all the time.
- Rev. Dani mentioned that she would like for us to share 'Thank You' cards to those who pledge in our upcoming Stewardship Campaign this year.
- It was suggested to review our current Mission Statement to ensure that it still matches our intended goal. While our current Statement is rather lengthy, it does sum up our mission well.

III. Adoption of Agenda

- Added approval of March and April Minutes
- Added 'Printer Conversation' under 'Unfinished Business'
- Added 'Camera for Streaming Services' along with 'Speakers and Microphone' to 'New Business'
- Added 'Financial Support for those in Formation'

Motion: Rob moved to approve the agenda. Jim seconded.

Vote: All were in favor. The agenda was adopted as amended.

IV. Approval of Minutes

- March Minutes
- April Minutes

Motion: Taran moved to approve both the March and April Minutes. Sue seconded.

Vote: All were in favor. The minutes were approved.

V. Received Reports

A. Priest-in-Charge

- Rev. Dani expressed her gratitude for TJ Hunter and Pronto, highlighting that TJ was able to get us started on Pronto for free. This program would otherwise cost us around \$500 a month and has been a great community building and communications solution for our parish so far. Rev. Dani asked those present to sign a 'Thank You' card for him that she passed around the table.

- Rev. Dani and Rob have been working diligently in preparing to attend the General Convention in Louisville this year.
- Rev. Dani highlighted some of the work she has been doing with the Standing Committee and Diocesan Council, two of three groups who have been meeting together at the Diocesan level (along with the Board of Trustees for the Perpetual Trust). In an effort to quell misunderstandings or confusion between the groups, Rev. Dani has been accepted as a representative of the Standing Committee, to participate in Diocesan Council meetings (Marlin Haws of All Saints, SLC has been accepted as the Diocesan Council representative to the Standing Committee). This is especially nice because she has been given seat and voice in the Diocesan Council and that further allows her to keep up on the goings-on in the Diocese, which can be helpful for the operations of our parish.
- Rev. Dani shared that, at a recent 'Stations of the Cross' event, she made a new contact with Rabbi Joe Charnes, who is interested in holding an interfaith event. This event will take place in late September and will be a Sabbath dinner with the Rabbi. The following Sunday, Rev. Dani and Rabbi Joe will share a dialogue regarding that day's Gospel reading.
- Rev. Dani has also been in contact with Kim Money, the new LDS Communications Council Chair, and Eric Huntsman, to help them plan a better Holy Week for their congregations next year. Rev. Dani hopes to partner with these two on a future project that could include an exhibit at the BYU Museum of Art next year, regarding The Stations of the Cross.

B. Senior Warden

- Taran gave an overview of his report and a few of the repairs that have been done to the building since our last meeting.
- It was suggested to him that we install a leaf cover/guard on our rain gutters to help prevent clogs from leaves and debris. This was quoted to us at \$300 for materials and installation.

Motion: Jim moved to approve the expense for the rain gutter covers. Rob seconded.

Vote: All were in favor. The rain gutter covers were approved.

C. Junior Warden

- Jim shared a few updates from his report regarding the Community Garden, removing the sod in the yard, and some repair to the sprinklers.
- Discussion was had about the order of operations for tilling, laying weed-stopper-fabric, etc.
- Opinions on weed-stopper-fabric and tilling were mixed.
- Rev. Dani found a resource on KSL about soil for \$600. Sue suggested checking in with Cook's nursery and Rob suggested checking the Provo City compost facility for further options.
- Once the soil is ready, we will have a Parish Planting Party where we will add in all our plants for the season.
- Planting and maintenance of the garden will be done in a communal way, with anyone being able to tend to any part of the garden, not just their designated areas.

D. Treasurer

- Marilyn shared that after meeting with Andrew recently, we look like we're in pretty good shape financially. She highlighted that our utilities are still high, but this is expected.
- We are over our current budget on our Main Organist line item for the quarter and the month of April. This is likely due to Holy Week taking much of Samantha's time.
- Discussion was had about who should be monitoring and approving payroll hours to help us be less surprised about high staffing expenses like this.
- It was decided that the Treasurer and the Senior Warden will review payroll hours each month, review concerns, and report back any suggestions.
- Sue highlighted that we had quite a few services for Holy Week and that it took a toll on Samantha the following week. Discussion was had about possible solutions to their workload and involvement in Holy Week next year to help avoid burnout.
- There were issues with the deposit of our grant money from the diocese for May. Apparently there was a hiccup with a few of the EFT deposits this month. Bill Potts at the Diocese is aware of the issue and we will likely see two deposits in June to get us current.
- Rev. Dani shared that she has begun purchasing a few things for the Children's Ministry, including some shelves and floor cushions. She is also looking into ways to secure some materials similar to what is used for Godly Play training and hopes to find inexpensive solutions to many of their materials.

VI. Approval of April Financials

Motion: Marilyn moved to approve the April financials. Mary seconded.

Vote: All were in favor. The financials were approved.

VII. Unfinished Business

A. Community garden

Please see the discussion under the 'Junior Warden' report

B. Seasonal bulletins

- Rev. Dani shared the current prototype of our new Seasonal Bulletins and explained her vision for this new format.
- Through the season of Ordinary Time, Rev. Dani has decided that we will be writing our own Prayers of the People. She hopes that this will help us to better identify the needs of our congregation and community, as well as the church organization at large. She is also interested in incorporating the global cycle of prayer, for different provinces of the church, at Lon Young's suggestion.
- Rev. Dani outlined how the Order of Service will accompany the Seasonal Bulletin by listing page numbers for the Book of Common prayer. The Bulletin will still have the service music printed, since that will not change week to week, but by season.

- Shaunna shared an observation that many of our newcomers and guests may assume that we source our theology from the bulletins we hold rather than the Books of Common Prayer that are in our pews. She is looking forward to the shift in perspective that the new bulletins may give our visitors.
- Gidge asked whether the hymns selected for the week will be available ahead of time so she may be able to mark or tab her BCP in preparation for Sunday. Rev. Dani explained that the hymns will be found in the Order of Service which will be included in each of our weekly newsletters for ease of marking/preparation.
- Rev. Dani will also be including a few selected readings and prayers from Enriching Our Worship throughout the season of Ordinary Time.
- We will also be adding in our Mission Statement to the cover of the Seasonal Bulletin.
- A conversation around congestion in the aisle way of the Sanctuary began. Marilyn shared a concern that when people, children, purses or other belongings are left in the aisle, it can cause a tripping hazard. She highlighted that our parishioners could be very badly hurt if they were to trip over belongings or little ones. It was decided that we should add a gentle reminder to the Seasonal Bulletin that people please keep the aisles clear as best as they can to avoid these dangers.

Follow-up: Arianne will make sure our Mission Statement is added to the bulletins.

C. Display case

- Rev. Dani shared that she has found a display case with a lock at Ikea for \$260 which she thinks will work very well for our new 'Shop'.
- This display case will hold various things that are donated to the church and will be listed for sale as a way to raise funds for the parish.
- Discussion was had about the placement of the display case, who would have the key for it, and who would be tending it.
- Gidge raised a concern that it could be bothersome to whoever has the key, that they may have to leave Fellowship Hour multiple times to tend to the shop.
- Rev. Dani highlighted that the cameras we invested in a few months back have proven to be very helpful in keeping track of the goings-on at the church, and she feels like having a camera in the foyer will be helpful to keep an eye on our shop as well.
- A short discussion involving the cameras took place, and it was suggested that we purchase a few more cameras to give us more adequate coverage of all the entrances to our building.

Motion: Sue moved to approve the purchase of the Display Case at Ikea. Rob seconded.

Vote: All were in favor. The purchase of the display case was approved.

Motion: Marilyn moved to approve the purchase of more cameras. Taran seconded.

Vote: All were in favor. The purchase of additional cameras was approved.

D. Manuals for ministry

Rev. Dani is still working on these manuals, and will continue to share her progress as these are completed.

E. Printer Conversation - Old copier machine

- Rev. Dani shared her preference for keeping the printer and paying the remaining balance for that purpose. There are a few things that this printer does better than the Epson we purchased earlier this year, such as scanning and printing some things more clearly. She highlighted that the current purchase price is less than what it would cost to buy one on Ebay or elsewhere, so we could be saving money in the future by purchasing it now.
- She also highlighted that the printer had been serviced recently and has been in good shape since that service.
- This printer would also work very well as a backup printer, in the case that the Epson goes down or breaks somehow.
- Payments on the Ricoh printer will stop now, with no more invoices to be paid until the printer is purchased outright.

Motion: Shaunna moved to discontinue making the printer lease payments to Ricoh, and to approve the purchase of the Ricoh printer at our earliest opportunity. Sue seconded.

Vote: All were in favor. The discontinuation of payments and the purchase of the Ricoh printer was approved.

VIII. New Business

A. Camera for streaming services

- Rev. Dani shared some of her motivations for streaming our services. She highlighted that a few of our parishioners are unable to attend services and that this could be beneficial to them to feel included and nourished by the service. Additionally, in November she will be starting a Discernment Roundtable, which will be a group that meets together to discuss and plan sermons and preaching. She also mentioned that some of her connections at BYU have shared that St. Mary's has become a bit of a legend on the campus. It is her hope that streaming our services may help those who would like to attend our services, but can't due to their primary religious affiliation.
- Sue asked whether this could help us avoid overflow issues in the Sanctuary for large services, and Rev. Dani shared that this is her hope. We could place our TV in the foyer or Parish Hall to help those, who cannot fit in the Sanctuary, still participate in the service.
- This camera normally costs upwards of \$400, but she was able to find one that is refurbished for \$280 and that should still function very well.

Motion: Sue moved to approve the purchase of the streaming camera. Marilyn seconded.

Vote: All were in favor. The purchase of the streaming camera was approved.

B. Speakers and Microphone

- Rev. Dani would also like to purchase a better set of speakers for the projector we purchased last year. This would be beneficial when streaming movies, services, etc. John Bolinder has the ability to stream a few of Angel Studios's movies in the parish, which would be a great addition to our Thursday ministries.

- Rev. Dani would also like to buy a microphone that connects to our big speaker for our outdoor services and our annual meetings

Follow-up: Rev. Dani will do further research on the speakers and microphone, and will share that information in Pronto when ready.

C. Financial Support for Those in Formation

- Rev. Dani shared her idea of helping to support those in our parish who are working through their Formation process. In the past, she has financed a class for both Lon Young and Gidge Sundquist from her Continuing Education account, but would like for the parish to sponsor these students to help raise them up.
- Rev. Dani highlighted that she has spent most of her Continuing Education on other people's education in the parish, and has only spent about \$50 on her own education through this fund.
- Other courses usually cost about \$300, and Rev. Dani is happy to help contribute to these classes from her Continuing Ed, but cannot continue to cover the full expense with this budget alone.
- Lon has been very fortunate to receive a full ride scholarship for his seminary instruction, but Rev. Dani would like to help with his further expense by having the parish cover his books for his courses. While Lon has received this scholarship, all of his travel and other expenses are not covered, and purchasing his books would be a big help, and a great way for the parish to support his formation.
- Discussion took place about which budget line these expenses would come from. There had previously been an adult education line.
- Taran asked what we would need to do to determine where the funds come from.

Motion: Sue moved to approve the expense of Lon's seminary books/materials. She also motioned to cover the cost of Gidge's upcoming class. Jim seconded.

Vote: All were in favor. The financial assistance for these Formation purposes was approved.

IX. Next Meeting

Our next Bishop's Committee meeting will take place on June 30, 2024.

X. Closing Prayer

The prayer was skipped this month.

Meeting closed at approximately 4:30pm

Minutes taken by Arianne via Shaunna's notes and Zoom recording.

Clerk Signature
