

**St. Antony of Egypt Episcopal Church
Silverdale, WA
Minutes of the Bishop's Committee
Thursday, May 20th, 2010 at 6:30pm**

The Meeting was called to order at 6:36pm.

Present: Bill Fulton, Vicar; Bob Meith; Bill Cleveland; Bonnie Foley; Heather George; Kathy Little; Linda Robuck; Stacey Scalf; Ken Stephens; Cheryl Wright; Bill Demmon, Treasurer; Elisabeth Demmon, Clerk; Chris Crowson, Visitor

Opening Prayer: Rev. Bill Fulton

Adoption of Agenda: MSP to accept the agenda with additions.

Adoption of Minutes: MSP to accept the minutes of the April 15, 2010 meeting as written.

Circulate Calendars and BPOD Sign-up sheet: May, June and July 2010 calendars were circulated.

Vicar's Report – Bill Fulton

- **Vacation:** I had a good vacation and I'm grateful for having some time away.
- **Elected to CADO Board:** At the clergy conference in April I was elected to the board of the Clergy Association of the Diocese of Olympia. I'm already the webmaster, but this will mean a meeting every month.
- **Activities in the community:** As part of my goal is to get involved in our community, in the last month I joined the Chamber of Commerce and gave a brief introduction of myself and St. Antony's; took a tour of the Hospice Care Center; participated in the Arthritis Foundation walk; attended a clergy breakfast at Martha and Mary; and attended a fundraising breakfast for Benedict House homeless shelter.
- **Ecumenical Catholic Church request:** I haven't heard anything more from them about using our church as a place to meet.
- **Graduated from Fresh Start:** I've now completed the requirements for the two-year Fresh Start program, which means that third Tuesdays are now freed up for me to attend Kitsap Interfaith Network meetings.
- **Bishop's visit July 4:** Excerpts from the Bishop's Visitation Customary are attached. We'll have one baptism and one confirmation. We need to decide the schedule for the day. A proposal:
 - 7:30 Bishop arrives
 - 8:00 Eucharist and baptism
 - 9:00 Coffee and refreshments with the Bishop
 - 10:30 Bishop meets with the confirmand
 - 10:00 Eucharist and Confirmation
 - 11:45 Coffee and refreshments with the Bishop
 - 12:30 BC meeting with the Bishop (with lunch?)
 - 1:30 Bishop leaves. *It was determined that not many BC members will be available on July 4th. However it was decided to keep the Bishop's visit on that day. There will be a small reception between the services with finger sandwiches after the 10am service. The BC will do the coffee hour; Kathy offered to plan this with the help of Stacey and Linda.*

- **Lord's Neighborhood Diner:** I invited Joann Winesdorfer, board member of the Lord's Diner, to the May Outreach meeting, and she gave us a synopsis of where the board is right now. I preached on our involvement with the Lord's Diner and we have 22 names on the signup sheet. I propose that the BC support St. Antony's participation in the Lord's Diner. *So far, 22 people have signed up. The BC supports the Outreach Team in their efforts to participate in the Lord's Neighborhood Diner.*
- **Youth group this summer:** I'm interested in working with the youth group this summer, meeting weekly for fun, learning, music, activity and a meal. *However Stacey reported that the Youth will not be available this summer as they and their parents will be busy with other activities..*
- **College for Congregational Development, June 7-14:** Again this year I will attend the CCD for eight days. It would be excellent if we could send a team of lay people to the College for Congregational Development next year.
- **Choir to take July/August off:** The choir has agreed that it will take the summer off, after July 4.
- **Property update:** I forwarded an e-mail to you from Bill Goodenough, who said the consultant for the Archdiocese of Seattle has agreed to start work on giving us a price for the land at Half-Mile Road and Clear Creek Rd. In addition, I received a phone call a member of the family who owns ten acres at the corner of Gustafson Rd. and Old Frontier Rd. This is a piece of property we tried to buy back in 2004. At that time the owner was unwilling to sell. She has since died and her family is interested in selling. It will take them several months before they're ready to put the property on the market.
- **Whaling Days Ideas: Free water as in years past**
 - Display chasuble, silver chalice and paten, processional cross(?), small altar
 - Poster, "Top Ten Reasons to attend the Episcopal Church"
 - Sell Prayer Books, bumper stickers, have Forward Movement brochures
 - Big photo posters showing activity
 - VBS literature
 - Bill Reeder's brochures
 - "We partner with Kitsap Food Bank"; Lord's Diner
 - How to join brochures
 - "What it means to be Episcopalian" brochure. *The vicar would like the BC to support this and to generate excitement behind it. Kathy will check on how to sign up for a booth and get the sign-up sheets ready (the BC will sign-up as an example to the congregation).*
 - Cheryl would like to sell raffle tickets for the quilt.*
- **Fundraiser:** No one signed up to be chair of the Barn Sale so it looks like we'll take a "Jubilee Year" and not have a Barn Sale this year. That opens up the possibility for another fundraiser.
- **Calendar:**
 - May 30th – Acolyte and Sunday School teacher recognition
 - June 26 – cleanup day?
 - July 4 – Bishop's visitation
 - July 23 & 24 – Whaling Days
 - August 2-6 – Vacation Bible School
 - August ? – Parish picnic
 - September ? – Sunday school starts
 - St. Francis Day, blessing of the animals
 - November 7 – All Saints' Day – Twenty-fifth Anniversary?
 - November 28 – First Sunday in Advent – Making of Advents wreaths

December 18 (Saturday) – Greening of the Church

December 24 (Friday evening) – Christmas Eve. *Some additions to this list would a Fundraisers Meeting that should be supported by the attendance of the BC members. Bib Meith will pick a date after taking to Marty Whitaker.*

Excerpts from the Bishop’s Customary (<http://www.ecww.org/files/5/VisitationCustomary.pdf>)

Introduction: This customary is designed to help you plan for the visit of the Bishops. If any of this is unclear or if you would like to adjust these in any way please do not hesitate to call the Bishop’s Office. We basically want you to utilize us in a way that is best for you so do not hesitate to ask, but do try to do it as early as possible.

The regular pastoral visitation of all parishes and worshipping communities of the diocese is among the principal responsibilities of the bishop’s ministry among you. It is also one of the great delights of the episcopal office.

It is our desire for the pastoral visitation to be at once both business as usual and a special occasion in the life of the parish. In a liturgical-sacramental church such as ours, these are not competing interests. Our visitations ought not be “unusual” no matter how infrequent. The central act of every visitation is the preaching of God’s Word and the joint celebration of the Holy Eucharist with the clergy and people of the parish. All other aspects of the visitation are auxiliary and we must work to try not to have such things overshadow this central purpose.

Although we will continue to do confirmations, receptions, and reaffirmations during visitations, we do not believe these rites are the principal reasons for the Bishop’s Pastoral Visitation. The availability of persons for confirmation or reception need not play any part in the scheduling of the visitation.

Our time with you: We will make every effort to arrive no less than 30 minutes before the first service. Generally, the Bishops would like to offer themselves to be with you for Sunday visitations from 9:00 a.m. until 3:00 p.m. Whatever you would like us to do during that time we will do everything in our power to accommodate. However, if you have services earlier than 9:00 a.m., we will be happy to discuss adjusting our time with you. We can often come earlier and leave earlier, or vice versa. Please be in contact with us as soon as possible.

Meeting with the Vestry: The Bishops expect a meeting with the Vestry which would include vision, mission, and goals for the congregation. It is also expected that the *Mission Insite* research will have been done, the report available, and a discussion of what has been discovered in this research. Please also review your challenges and accomplishments. This would be a time to also ask any questions of the Bishop from the congregation’s standpoint and to ask for ways the Diocese could be more helpful to you in accomplishing your mission.

Things we would like to see as part of the visitation: We would like to look at the parish register and service record. We would also like to see all personnel files verifying that *Safeguarding God’s Children* certificates and proper background checks have been accomplished.

Discretionary Fund Check: Canon 15: Section 2 states, “Any loose offering of the people at such services shall be designated for the Bishop’s Discretionary Fund.” The Bishop’s Discretionary Fund is used for many benevolent purposes throughout the year and the support of the fund is crucial. Please make payable to Episcopal Diocese of Olympia. Mail to: The Episcopal Diocese of Olympia, Attn: Tiffany Brannon, 1551 10th Ave E, Seattle, WA 98102.

Comment: we need to check that all complete the Safeguarding God’s children workshop. Elisabeth Demmon will check online resources for this program

Treasurer's Report – Bill Demmon

- **The April 2010 Monthly Treasurer Report of Funds** is presented for your review. The Investments listed on page four are the End of April 2010.
- **Topics for discussion:** Union Bank. I visited the old Frontier Bank, now called Union Bank. Nothing really has changed. All our previous policies and checks are honored. The Union Bank system does have a non-profit section which, when fully implemented, may provide further services of interest to St. Antony's
- **On-line banking:** In signed up for On-line Banking. The main purpose was to make it easier to transfer Union Bank funds among accounts. (Building funds or Altar Guild funds in the operating checking account can now be shifted to the correct checking account.
- **Checking Account Status:** The balance in the operating checking account is slowly dropping from our start of year balance. See attached. Remaining around \$10,000 is adequate, but if at the end of a month, there is less than \$8,000 in the checking, I will most likely transfer \$7,000 from operating savings to operating checking. This will primarily insure payroll will be covered.
- **Investments:** The investment numbers are up to date, as of April 30th, 2010. PAGE FOUR. Page four has been reconciled; including the sub-accounts we have in the operating savings. I took the non-operating income and expenses and reconciled the numbers for those eight sub-accounts. The ending balances as of April 2010 accurately reflect any money given to St. Antony's which should have gone to a specific sub-account or area.
- **Good Friday Mystery:** Chris Crowson asked me why his Good Friday check has not cleared. As I looked in the deposits, I found no checks that seemed to come from the donation basket for either Good Friday service on 2 April. I do not have any record of Mr. Crowson's check, for example. I intend to completely go through every file in the Treasurer's file cabinet, but can I ask if everyone to check their files to see if the funds from Good Friday may be misplaced somewhere.

People's Warden Report – Heather George

- There was a discussion on who to thank for the things they do. Various names were mentioned. Heather and the Vicar will make the decision which will occur about once a month. Heather will email the Vicar about his. A certificate will be sent to the individual with a cover letter signed by the Vicar.

Follow-up

1) Installation of speakers – Linda R.

- Linda reported that she talked with John Stockwell about this issue and was told that the cost would be between \$600-\$900 dollars. It is hoped that the BC will allot up to \$1000 for John to buy and install the equipment.

2) Time and Talent Cards – Heather G.

- Heather has updated the cards; they will be available in the pews year round. If the BC has any changes, please put them in her box in the church office.

3) VBS – Stacey S.

- Stacey had a meeting about VBS on May 16th. It was decided to hold VBS during the week of August 2nd – 6th. The theme will be Galactic Blast which will consist of 5 different lessons; 1 for

each day. Stacey has ordered a preliminary viewing packet to see what it is like. Music has to be downloaded. We will need more volunteers.

Discussion:

1) Security Call Out – Bob.

- Cheryl Wright and Bill Cleveland volunteered to be added to the call-out list.

2) Church Keys – Bob

- The vicar has had 5 more keys made as spares.

3) Landscape Service – Bob

- We do not get a lot of folks to help on clean-up days. We have a lot of greenery to deal with especially during the summer. We need to be ahead of the situation. Bob proposed we hire a landscape service to do a massive clean-up then follow up with a regular service. This needs to be done before the Bishop's visit and VBS. **MSP to request an RFP (request for proposal) for landscaping purposes for initial cleanup and regular service.)**

4) 2010 Grant – Bob M.

- The diocese liked the grant but requested that we reduce our request so we are cutting it to \$13,000.00. **MSP to agree to reduce our grant request to \$13,000.00**

5) Camp Huston Scholarship – All

- We have one possible applicant of this year with maybe two more possibilities. The BC declared that they would support and encourage any child who wishes to attend Camp Huston.

6) Nursery Update – Kathy Little

- A group of people helped move the Nursery to the Modular. A parent sign-up sheet will cover safety angles. Information on the nursery will be added to our website. The Youth group can now use the rooms downstairs for their activities. We do need a set of 4-6 sturdy children's chairs.
- The modular needs a paint job; the vicar will choose the color.

7) Welcoming Signs – Kathy Little

- Kathy obtained two estimates for welcoming signs for visitors. **MSP to allocate \$135.00 for 2 signs for our visitors parking signs.**

8) Greeters – Kathy Little

- We need more greeters for the 10am service; Kathy has put an article in the June Glad Tidings asking people to consider this vital ministry.

The next BC Meeting will be June 17th, 2010 at 6:30pm

Newsletter Deadline for the June 2010's Glad Tidings is today, May 20th.

The Compline leader for tonight is Heather George; for June will be Bob Meith.

The meeting adjourned at 9pm.

Respectfully submitted

Elisabeth Demmon, BC Clerk