

St. Andrew's by the Lake Episcopal Church

Bishop's Committee Meeting~~Sunday, November 19, 2017

Present: The Rev. Marta Maddy, Vicar; Karen Nichols, Sr. Warden; Laura Jacobs, Jr. Warden; Liz Benson Johnson, Dave Johnson, J Laundergan, Jean Laundergan, Clerk; Brian Lundberg, Kinnan Stauber. Excused: Sandy Carlson

Call to Order: The meeting was called to order at 11:15 a.m. by Karen. Marta opened the meeting with a prayer.

Reflection: Brian read Mathew 25:31-46. Discussion followed. What are the needs of Park Point? How can we reach out to our neighbors and get something accomplished?

NOTE: An error was made in the October 15th Minutes. I picked up the wrong copy of the October-December 2017 Calendar. The two readings for this day (printed on the back of the sheet) were Mathew 22:15-22 (NSRV) and (The Message.) *Jean L., Clerk*

Sharing: Some of the members shared things that we are concerned about and/or are thankful for.

Nick Smith will be giving a presentation on the Native History of Park Point. (Day/Date/Time/Place?)

Minutes: A motion to accept the October 15, 2017 Minutes as prepared was made by Dave Johnson, seconded by Laura Jacobs and passed unanimously.

Reports: The financial reports for the period ending were reviewed: the Profit & Loss Budget Performance and the Budget Sheet. We are ahead on income (approx. \$800) and OK on expenses. The "Share the Love Concert" brought in \$1,400+ for the CHUM Lunches. Laura made the motion to accept the finance reports as presented, Brian seconded the motion and it passed unanimously.

What should we know for the coming month (December)? Marta gave updated information: November 30th: St. Andrew's Day 5:30 prayer service (with bagpipes and Kirkin of the Tartans), followed by a potluck supper.

St. Andrew's will be responsible for a worship service at Aftenro Home and also at the Benedictine Health Center.

Laura Jacobs would like to have some assistance with the Advent wreaths and with the Advent & Christmas preparations.

Bruce Truckey is scheduling an inspection of the Backflow with the City of Duluth (this is not the same as the sump pump). The cost is approx. \$30.00.

Old Business

Dave J. reported that Kyle Deming (from the City of Duluth) said that a permit application for the paving of the street end must be presented to the City Council. The Parks Department needs to be consulted as well.

Dave is working with Saline (landscaper) and with KTM who submitted the best price for the work. KTM & Saline work together.

New Business

The Compensation Committee has set the new salary for Marta. Her contract is on an annual basis. She will receive a 3% increase (\$30,750) beginning January 1, 2018, based on her outstanding service to St. Andrew's. This change will be reflected in the Annual Budget. Marta is "self-employed" and the tax rate is 7.65%. The salary will be reviewed annually. The Budget must be approved at the Annual Meeting, which will be on January 28, 2018. The motion to accept this proposal was made by Dave Johnson, second by Liz Benson Johnson, and passed unanimously.

Mark, the person who does the cleaning of the church, is paid \$16.00/hr. A letter of agreement needs to be written and signed. This should include a job description and number of hours.

Website Security: Dave J. recommended that we upgrade the security system for our computer (currently it is https which isn't adequate). There was discussion. Dave went on line at the meeting and found a reasonably priced service which will cost \$360/year. During the meeting he used the church credit card to enroll in the service.

Church members on-line survey: a few responses have been received. Everyone is encouraged to participate either on-line or by completing a paper copy. Three questions: #1 "What meaningful (and/or) bold/courageous/outlandish/loving/daring/important) task and/or mission/action do you want the St. Andrew's community to take on this year?"

#2 “How will you support the task/mission/action that you suggested?”

#3 “What would you like to do to make this happen?”

Nominations for two new BC members for the coming term: Dave Johnson’s and J Laundergan’s terms will expire. Dave Johnson volunteered to do another term (landscape project and computer expertise). (Note: Jean Laundergan will consider continuing for another year as Clerk).

Christmas Caroling with “shut-ins” Angie Cieluch and Rebecca Thomsen. Are there others who might appreciate this? Caroling will take place after church on December 10th.

The deadline for the December “Grains of Sand” is this week—get information to Sandy C.

Kinnan reported that two more printer cartridges were needed - @ \$184.00 each. There was discussion: return the two cartridges; get a new printer? Get an Epson Eco Tank? Check at Best Buy; put this as a line item in the 2018 Budget.

Kinnan also said that new soap dispensers (non-touch) have been installed by all the sinks. Refills cost \$20 each.

Wireless capability in the Memorial Room is not adequate. How to resolve? Extension Cords? Power Strip? This will be explored.

Refrigerator in the Kitchen: there is a problem—an apparent water leak. Mike Oliver knows a person who can fix it.

Chairs in the Mission Hall: After this meeting Kinnan & Liz will move the extra chairs that are stacked by the wall (storage place to be determined).

As there was no further business to come before this meeting, we adjourned at 12:40 p.m.

Respectfully submitted

Jean Laundergan, Clerk