

**St. Andrew's by the Lake Episcopal Church
Bishop's Committee Meeting Minutes
December 7, 2014**

Present: Roberta Cline, Sr. Warden, Mary Anderson, Jr. Warden, JC Curtis, Cameron Hubley, J. Laundergan, Karen Nichols, Kinnan Stauber, Rev. Linda Lundgren, Jean Laundergan, Clerk.
Absent: Ken Oliver.

Call to Order & Opening Prayer

Roberta called the meeting to order at 11:10 a.m. on Sunday, December 7, 2014. She opened the meeting with a prayer.

Minutes

The minutes of the November 2, 2014 meeting were reviewed and there were no corrections. Roberta stated that the minutes are accepted as written.

Reports

Treasurer: Kinnan distributed two financial reports – #1 - St. Andrew's by the Lake Balance Sheet November 30, 2014: Total Assets (current & fixed) = \$519,692.70; Total Liabilities = \$153,650.80; Total Designated Fund Balance = \$30,418.97; Total Equity = \$366,041.90. Total Liabilities & Equity = \$519,692.70. #2 – St. Andrew's by the Lake Profit & Loss Budget Performance, November 2014: Ordinary Income/Expense YTD = \$102,162.50; Annual Budget = \$111,450.00. Total Administrative Expense YTD = \$86,036.30; Annual Budget \$93,856.00; Total Building Expense YTD = \$13,750.00; Annual Budget = \$15,000.00; Total Program Expenses YTD = \$5,928.41; Annual Budget = \$6,331.00. Total Expense YTD = \$105,714.71; Annual Budget = \$115,187.00. YTD Net Income is minus \$3,552.21, Budget Net Income is minus \$3,737.00.

Kinnan reviewed the numbers and though income was up in November, we are down \$2500 and are approx. \$3,000 in the red. She reported that Shannon has worked with the Diocese and the \$250,000 loan, which has been forgiven, will be removed from the financial sheets. Questions were asked about the funds that have been raised for CHUM and the discretionary funds. A question was raised about the two gift cards that Ken was going to purchase (\$20 Super One grocery and \$15 Holiday gas) to be kept at the church in event of an emergency need request. Ken's reimbursement will be taken out of the current discretionary fund.

Stewardship: J Laundergan apologized for the mailing mix-up (several parishioners received empty envelopes in the mail). It isn't known how this happened. Another mailing was sent to those who had not received the first letter and pledge form. To date, 21 pledges have been received totaling \$40,730. Reminder – pledges are due by January.

Old Business

Nominating: What is a good way to get new people involved on the BC? One-on-one contact is probably the best approach. Roberta stated that she is done at the end of her two-year term as Senior Warden. Mary has been Junior Warden for two years and will become the Senior Warden. Karen has offered to be the Junior Warden, unless there is someone else who is interested in the position. The BC members were in favor of accepting her offer. Sandy and Gene Carlson do not wish to continue as Region Delegates. Mary suggested that an announcement be put in the bulletin which lists all of the BC positions

and suggesting that anyone who is interested should make known their interest and willingness to serve. The Treasurer's two year position is ending – are there suggestions for a replacement?

Copier

Mary Anderson contacted the company that the current copier is leased from @ \$50/month. The St. Andrew's contract expires on April 4th. If we buy out the lease now it would cost \$250.00. The service fee for the year is \$290.00. If we want to purchase the copier we are currently leasing it would cost \$700. The company must be notified by March 4th if we are discontinuing the lease. Ken Oliver offered, at a recent BC meeting, to shop for and purchase a new copier (perhaps at Office Max). Consensus is to discontinue leasing and purchase a new copier.

Rev. Linda Lundgren

Linda said that Karen Olson (ECMN) suggested \$350.00/week for approx. 3 ½ hours per week, except Christmas week which has two services. According to the Diocese, Pastoral Care is \$55/hour.

As the result of a brief telephone inquiry (message left on answering machine) there was a discussion re: the performing of marriage services. The Episcopal Church requires 6 hours of counseling by a professional prior to the marriage; St. Louis County requires 12 hours in order to obtain a marriage license. Mary Anderson offered to follow-up on the telephone call.

New Business

Annual Meeting: The date of the Annual Meeting is tentatively set for **Sunday, January 25th**, following morning worship. Two week notice must be given for the annual meeting. The January BC meeting will be on Sunday, January 4th. A budget planning meeting must also be scheduled. We do not know when we will have a new priest.

Cameron Hubley said that she had been in contact with a youth group from Plymouth, MN that will be on a Pilgrimage in northern Minnesota June 14-18. They want to come on a Sunday or Thursday and do community service for our church. More information to follow. Cameron also told the BC that she and her family have regrettably decided to leave St. Andrew's and explained her reasons. She will be vacating her position on the Bishop's Committee. We are sorry to have them leave and wish them the best.

Mary Anderson stated that she and Roberta will meet with Brian L. regarding his duties and responsibilities for Christian Education and Youth Activities.

JC Curtis announced that she now has e-mail (but didn't give her e-mail address.)

Welcome/Greeter for December: J Laundergan volunteered to do this.

Welcome/Greeter for January: Karen Nichols volunteered.

Roberta said that she will be doing coffee hour next week in honor of Adelaide's birthday.

Closed Session

Adjournment – The meeting ended at approx. 12:15 p.m.

Closing Prayer: May the deep peace of Christ be with us,
The strong arms of God sustain us,
And the power of the Holy Spirit strengthen us in every way.
Amen.

Respectfully submitted,
Jean Laundergan, Clerk

