

St. Andrew's by the Lake Episcopal Church
Bishop's Committee Meeting
Sunday, October 9, 2016

Present: The Rev. Marta Maddy, Mary Anderson, Sr. Warden, Karen Nichols, Jr. Warden, Sandy Carlson, JC Curtis, Dave Johnson, J Laundergan, Jean Laundergan, Clerk, Ken Oliver, Kinnan Stauber, Treasurer.

Call to Order & Opening Prayer

The October meeting was called to order at 11:05 a.m. by Mary A. Marta opened the meeting with a prayer.

Minutes

The minutes of the September 11th meeting were reviewed. The motion to accept the minutes as prepared was made by Sandy C., seconded by J Laundergan, and passed unanimously.

Reports

Kinnan presented the financial reports for the period ending September 30th: Profit & Loss Budget Performance (1 page) and Balance Sheet (2 pages). Line items were reviewed. Income is up. Karen said that the Budget Committee (Karen N., Ken O., and Marta) will meet next Sunday after church to discuss business practices and internal controls.

LuAnn Harris has offered to assist Ken with the counting on Sunday. She will need to have a background check and safe church training. A questionnaire re: processes will be developed and will be sent to certain people.

Old Business

Dave J. said that designs/plans for the landscaping have been submitted by two individuals for consideration: Matthew Daly of SAS & Assoc. and Mark Anderson of LHB. The plans were displayed and Mary explained some of the features of each. A master plan should be created and presented to the congregation. What are the costs? We need to wait until Matt has refined the plans.

There was discussion which included the following ideas: keeping the red front doors; paving/blacktopping the street end/driveway; replacing the retaining wall in the back yard; making the back patio maintenance free; a place for people to wait for the bus; a permanent table and chairs in front.

The work needs to be done in stages. Goals: hospitality, accessibility, outreach, visibility, aesthetic, welcoming.

Mary said that we will have a contract from Rachel Wagner (architect for the inside work). Two of the three toilets meet height regulations. However, the toilets don't always work properly. Should they be replaced? If we replace they need to have a 10 flush rating and dual flush, and high water efficiency. Do we need to have Roto-Rooter service the lines? The motion was made by Dave J. that a plumber be hired to assess the sewer line to determine if it needs to be snaked and maybe re-lined. Sandy C. seconded the motion and it passed unanimously.

There was also discussion about the dishwasher. Sandy said that it doesn't get the dishes clean. Should it be serviced or replaced?

Re: Rachel W's time - her first hour was free. How many hours will she have?

What are our priorities – “Needs” and “Wants”? Instead of two separate lists, a list of all important items was developed. Marta would like to have a locked cabinet in the office and a new phone. She will get a new rug to replace the current one. The refrigerator is old and might need to be replaced (\$1400?). The landscaping is a priority.

We have an estimate from “D.A.D.S. Electronics for the Audio-Visual portion of the improvements (\$4,494.85). Ken O. suggested that we get another quote.

New Business

1) Karen stated that suggestions are needed for possible new members of the Bishop’s Committee. Ken O., JC Curtis, and Mary A. are going off the BC. Karen will be the Sr. Warden. Mary wants to continue working with the landscaping project.

2) Ken said that he needs someone to take his place for the 10 o’clock Christmas Eve Service.

3) “Share the Love Concert” – a reminder from Ginny B. and Jan P. that a check needs to be written for Bill & Laurie Bastien prior to the concert on Sunday, November 6th.

4) Ken O. is doing the “Welcome” for Sunday worship in October. Dave J. said he would do the welcome in November.

5) The time for Stewardship campaign is fast approaching. This will be discussed at the meeting on November 13th.

As there was no further business to come before this meeting, it was adjourned at 12:30 p.m.

Respectfully submitted,
Jean Laundergan, Clerk

The next meeting of the Bishop’s Committee will be on Sunday, November 13th, following worship.

