

Bishop's Committee Minutes
Good Samaritan Episcopal Church
March 18, 2018

Present: Lara Dreyer, Tim Kerstein, The Rev. Gray Lesesne, Kevin Samples, Melinda Sowers,
Regrets/Absent: Jason Addis, Wendy Meaden

The Bishop's Committee convened at 11:40 a.m. by completing a Dwelling in the Word exercise. Gray presented the proposed agenda for the meeting and the group approved. The Committee reviewed the minutes of the February 2018 meeting, and Kevin Samples moved their acceptance. The group approved them without amendment.

Quarterly Pastoral Relationship Check -in

- Gray asked for feedback on how we are doing as a committee and congregation. Kevin offered that he believes “ we are getting off the ground now.” He did suggest that we and staff work to get and keep data on the Good Samaritan website up to date. Some of the current data on website is outdated. It is important for the information on the website to be current and accurate.
- It was suggested that the Bishop's Committee minutes be added to the website as soon as they are available. It was agreed that the preliminary monthly minutes will be posted to website prior to approval by the Bishop's Committee. This will allow the congregation the opportunity to view minutes soon after the meeting. This keeps data more current.
- When discussing Hospitality, Kevin proposed that we set a formalized social time before service. It was suggested that 9:30 be the gathering, social time prior to the 10:00 a.m. service. We are seeing good things coming from the hospitality efforts being put forth by Kyle Addis. Gray indicated that he is encouraging Kyle to seek assistance so that providing hospitality does not become overwhelming. Melinda stated that there were sign up sheets at the welcome table for folks to sign up to bring snacks.
- It was suggested that we get an update from Barbie Russell regarding Children's Ministry. Gray indicated he will invite Barbie to a future meeting to share what she is working on for Children's Ministry.
- We discussed with Gray his needs and how things are going for him. He indicated that he feels good about the direction of the congregation. He is seeking liturgical support through the other retired clergy we have in our congregation. Examples are The Rev. Yvonne Brandenburg preaching today and the Rev. Andrea Leininger serving as our presider of the Liturgy of the Word for the next few weeks. This provides support to Gray. When the concern was expressed that he may get burned out, he indicated that he does not feel burned out at this time.

Treasurer's Report & 2018 Budget Amendments

- Laura presented the current February financial statement (attached), which covers all transactions through February 2018 except personnel costs. Payroll is still being handled for now by the Diocese of Indianapolis, and we will settle up with them in March. Gray clarified that his salary for January and February was being covered by the Diocese as the last part of their initial start-up. Beginning March 2018, we will be invoiced for the 10% Good Samaritan is responsible for paying of Gray's salary for 2018. An invoice will also be generated by the Diocese for staff salaries for January, February and March. The invoices will need to be paid upon receipt.
- Gray stated that the \$98,000 that the Diocese has been holding in trust on behalf of Good Samaritan will be disbursed to us beginning March 2018. One-third will be provided in March,

the second third will be delivered in April and the final payment will be delivered in May. Lara stated that these funds will be posted to our ledger as an asset and not as income.

- Lara reminded the group that the Ministry Leaders can request specific account lines. This will help with seeing where funds within each Ministry Leaders' budgets are being spent.
- Melinda reported that January is reconciled. She also stated the February will be reconciled once a deposit to the bank is recorded in Realm. Through the reconciliation process it was determined that one of the on-line contribution batches had not posted to the ledger. Melinda will be working with Realm to resolve.
- Melinda also shared information regarding pledge giving. A cursory review of giving illustrates that 95% of those who have pledged have provided funds toward fulfilling their pledge. It was also noted that 3% have already fulfilled their pledge.
- First-quarter giving statements will be generated as of March 31 and will be sent along with a letter from Gray and the Bishop's Committee thanking the congregants for their generosity toward fulfilling their pledge and will also indicate how funds are being utilized.
- Kevin raised the question about the congregation being able to provide donation to specific ministries. Lara explained that we can create restricted line items to which congregants can donate. She also indicated that this is something that both Erina Ludwig and Melinda Sowers is looking for at the time contributions are recorded in the system. This did prompt discussion and pointed out the need for policy creation regarding how contributions to the church will be spent. It was determined that this discussion will be taken off-line and will be discussed with Cal Brandenburg.

Vicar's Report

- Gray stated that Good Samaritan has the possibility of a graduating seminarian beginning in June. He has sent a possible job description to Bishop Baskerville-Burrows for review. There are several congregations interested in the seminarian who is graduating, and Gray should know more in the next month.
- Gray indicated that he has been approached by a lay person who is completing Master of Divinity at Duke Divinity School seeking an internship in faith formation. She will be working on PhD in Religion in the future but would like one year of practical experience in a congregation. Bishop's Committee needs to be prepared to determine salary amount we would pay for 10 hours/week for Internship, should Gray and Wardens decide to interview and/or hire her.
- Measures and Benchmarks as of February 13, 2017
 - Number of people in "base": (completed Good Sam's 101 and considered solid): 146
 - Number of newcomers (people in the pipeline yet to go through Good Sam's 101): 19
 - Our average Sunday attendance has moved from 81.6 (as of December 30, 2017) to 100 (as of February 13, 2018) to 83.6 (as if February 20, 2018) to 82.8 (as of March 4, 2018) to 83.8 (as of March 11, 2018).
 - Average four-week attendance (last 4 weeks): 89 (95,74,85,102)
 - Total amount pledged as of February 4: \$111,179
 - 2018 Recorded Giving from Good Samaritan people (as of February 25): \$14,885.45*

*some gifts received and recorded in 2017

Pathways to Vitality Update

- Kevin explained the organizational chart the Pathways to Vitality team has been working to create that will be a guide for lay leaders, Bishop's Committee members, and newcomers about who is responsible for what and whom to contact to get involved in a ministry. The chart received positive feedback from Bishop's Committee members, along with a few minor suggestions for improvement.
- The purpose of the chart was also discussed. It was agreed that the chart is being created to provide a functionality map for the congregation. The goal is to be able to have it on the website. Ideally it will have detail on who to contact for the various ministries and services.
- The chart will be shared with key lay leaders to obtain their feedback before approval by the Bishop's Committee in April or May.

2018 Strategic Plan Implementation

- Each focus area of the strategic plan was reviewed by the Committee member who has ownership of this focus.
- Each area is working to identify their 'measurable and/or deliverable' goals within each focus area. Most have added 'check in' or 'due by' dates.
- Deliverables and progress will be discussed at the April Bishop's Committee meeting

Worship Space Move

- Gray confirmed with the Committee that he plans for us to permanently move from the cafeteria to the gymnasium on Sunday, April 1, 2018, Easter Sunday.
- Sound boards are being purchased to help with sound and with shaping the worship space. Boards will exceed the permanent equipment line of the budget designated for this year. Gray wanted to ensure the Bishop's Committee members were aware of this and approved of the expenditure.

With no further business, the Committee approved expenses and check authorizations and adjourned at 1:00 p.m.