

## **Good Samaritan Episcopal Church Bishop's Committee Meeting Minutes**

February 17, 2019

Members Present: The Rev. Gray Lesesne, Jason Addis, Ellen Burton, Lara Dreyer, Tim Kerstein, Kevin Samples, Melinda Sowers, Erin Tanner.

Father Gray called the meeting to order at 11:45am.

### Agenda

**Check-ins:** Bishop's Committee members spent a few minutes offering joys and concerns from our own lives.

**Election of Denise Young as Clerk:** Denise was elected Clerk by acclamation..

**Approval of January 2019 meeting minutes:** Tim made a motion for the January 2019 meeting minutes to be approved, Jason seconded. Minutes unanimously approved

**Consent Agenda:** Documents for the following four items were provided, discussed and unanimously approved.

- a. 2018 Parochial Report (attached)
- b. Resolution 2019-01 (attached)
- c. Approve updated Sunday collection and deposit process
- d. Approve updated Bishop Committee Member on Duty description

**Treasurer's Update:** Melinda and Lara briefly discussed the financials through January 30, 2019 and noted that all accounts have been reconciled. Melinda advised that we are administering our own payroll now through Paychex and that the process is going well. Updates will be made in March to reflect the removal of the paid administrative assistant position.

Father Gray explained how pastoral assistance is administered. Checks are made payable directly to the vendor (i.e., gas company, electric company). He keeps a confidential log and confers with the Diocese when disbursements are made outside of Good Samaritan community. Practices to guard against fraud were briefly reviewed.

Erin spoke about a database that can be researched for individuals who have received church aid.

Lara is working on breaking out income between pledge and plate and will update quarterly.

**Vicar's Report:** Father Gray reviewed measures and benchmarks as of February 12, 2019 in terms of the membership base, newcomers, average Sunday attendance and pledges. He indicated that consistent attendance greater than 100 is a developmental milestone. He also emphasized that a 20% increase in attendance should be regarded as an outcome and not a goal.

The April meeting of the Bishop's Committee will take place on April 28, 2019.

## 2019 Key Priorities Review

### Key Priority 1: Strategic Plan

**Approval of Maxwell Associates contract:** Documents related to the contract were provided and discussed. The committee asked that additional language be added to the contract to guard against non-performance and protect intellectual property. Jason made a motion to approve the contract with the aforementioned caveats, Ellen seconded. The motion was unanimously approved.

**Approval of FaithX contract:** Documents related to the contract were provided and discussed. Ellen made a motion to approve the contract, Erin seconded. The motion was unanimously approved.

**Appointment of Strategic Planning Team:** A list of suggested names was provided. Lucy Karam and Anne Davis were also suggested. Ellen will be the liaison to the Bishop's Committee. Jason made a motion to approve the list of names for the Strategic Planning Team. Erin seconded. The motion was unanimously approved.

### Key Priority 2: Congregational/Priest Renewal

**Overview of 2020 Congregational Renewal Leave program:** Kevin explained the need for this program, why it's important and how it benefits both Father Gray and the Good Samaritan congregation. Father Gray distributed program information, including eligibility requirements and funding source. The application will be completed, and then presented to the Bishop's Committee in March for approval.

**2019 Stewardship and budget update:** Lara reviewed with the committee the break-out of 2019 pledges and commitments. Father Gray suggested that Bishop's Committee members might make appreciation phone calls to those who submitted pledges. Members of the Committee agreed and he will bring an assignment list to the next meeting.

Lara and Kevin will follow up with non-respondents, including those who are continuing with auto-pay for their contribution and should submit an accompanying pledge for administrative purposes. Lara suggested we stay mindful of time and talent contributions as well as treasure contributions.

Father Gray also indicated that he has approached the diocese to let them know of our positive results and also the likely need for a slower step-out of his salary in 2020. He has requested information on best practices from other dioceses for how they manage step-outs with their church plants. There are also additional grant resources for growth after planting that will be available from the Episcopal Church's Task Force on Church Planting later this year.

After discussion, the Bishop's Committee agreed to table further 2019 budget amendments until stewardship numbers are final and grant guidelines become available, and defer large purchases for first quarter. We will conduct a mid-year check in in June, begin planning for fiscal 2020.

**Ministry Area liaisons:** Bishop's Committee members were matched to ministry areas as liaisons. Committee members will reach out to ministry leaders to check in and monitor for concerns.

Hospitality/Onboarding	Ellen
Outreach/Neighbors	Lara
Administration	Kevin
Finance	Erin
Stewardship	Jason
Setup	Father Gray
Community connection/Media	Tim

With no further business, the Committee adjourned at 1:20pm.

Faithfully submitted, Denise Young