

**St Barnabas Episcopal Church  
Bainbridge Island WA  
Minutes of the Vestry Regular Meeting  
January 19, 2020**

**Vestry Members Present:**

Karen Haig (Rector)	Linda Maxson (Pastoral Care Liaison)
Bethany Anderson (Senior Warden)	Carolyne Myers (Outreach Ministry Liaison)
Paul Castanon (Worship Commission Liaison)	Will Nickum (Friends of the Interium)
Randy Krause (Buildings & Grounds Warden)	
Rosalys Peel (People's Warden/Christian Formation Liaison)	
David Teves (Stewardship Committee Liaison)	

**Others Present:**

Michael Killion (Treasurer, by phone),  
Katherine Bolles (Chancellor),  
Barbara Bolles (Clerk)

**Called to order:** 11:45am

**1 Opening Prayer:** Bethany

**2 Agenda Approval:** Add the signing of the thank you letter to pledging families to be accomplished at the end of the meeting.

Add Linda speaking of onboarding new members. Add Paul's thought around contract processes. Both under **Other**.

➤ Motion: To approve the agenda as amended. **MSP**

**3 Minutes from the Prior Meeting:** Also questions regarding whether the reimbursement policy approved last month is consistent with IRS policy. The one in last month's minutes follows ecclesiastical direction.

Motion: To approve the minutes as presented. **MSP**

**4 Treasurer's Report and Budget Presentation:** Came in securely in the black. Pledging higher than expected. New pledges. A payment from 2018 came in in 2019. \$30,000 more income than anticipated. Expenses down \$16000. Mostly kitchen maintenance and supplies, also other places, especially in building maintenance, thanks largely to Tom's work which we used to pay outside contractors to do. Another surprise: amount in unrestricted savings 71k from a bequest received at the end of the year. Will be available for use in 2020. Unexpended funds

from outreach endowment. Moved to savings per usual. Checking at \$19,000. Recommended by finance comm to move to savings and start year at 0. Questions & comment appreciating the transparency and handling

Budget Discussion 2020. COLA for all employees, required by 2.3% diocese for rector. We applied to all employees. Added 2.7% for a total of 5% . Cera health benefits added; previously she declined. OP budget will not have temp restricted, temp restricted report separate (outreach). Target of pledge income very close to actual, \$413,000. Had planned 4% for uncollectible pledges in 2019, which matched actual well. So the percentage has been kept the same for 2020. New line item: \$7000 likely new pledges, based on history & knowledge of current situation. Funds for JJ for consulting is \$3000 under administrative other. Choir expenses to pay professional choir members. Will pay for singers partially out of savings and some out of temporarily restricted funds. After many reviews, presenting this budget.

Discussion of how salaries are determined. Clarification requested. Discretion is requested. More information will be made available visually. Talk more deeply as a parish about our pledging as it is connected to our values. Budgeting likewise.

Budget feels fairly conservative. Anticipating a \$21,000 deficit as reported. Opportunities have been rewarding. How do we get word out to our parishioners: for St B to be there, consider St B in your will. Estate planning presentation coming. Will no longer be counting the tapping of savings as income. Question about fees for kitchen use being adequate to cover expenses. Good idea to have an occasional deep dive into topics such as the kitchen and how it relates to our outreach ministry. Mutual Ministry Review requires twice yearly examination of finances. Celebrating our successes.

- Motion: Accept the Treasurer's Report as submitted. **MSP**
- Motion: Approve the 2020 budget as presented. **MSP**

## **5 Old Business**

**5.1 Plan for Annual Meeting 1/26/20.** Vestry will help set up at about 9:30. Alice Reasoner will provide flowers. Rev Karen will work with Tom & Alice. Vestry will focus on protein items. Coffee Hour team will focus on desserts. Vestry members will sit at all different tables to be welcoming hosts.

New vestry meets right after Annual Meeting to elect a new junior warden, install new clerk if one has been identified, set a date for a retreat. Everyone bring calendars.

Stewardship campaign wrapup: very successful 125 total pledges, nearly same as last year. Focus on participation, rather than dollar amounts, but also turned out ok in meeting budget. Laying groundwork for year-round campaign and stewardship being broader than just pledging: giving contrasted with pledging, estate planning, and finding opportunities throughout the year to tie where your pledge is going and how it supports St Barnabas. Giving the congregation an

idea of what things cost. For example, following the inspection, we may have new building maintenance and repair needs.

Looking for ways to get more substantive information to the parish once or twice a month. Consider methods of communication for 1000-1500 word document. Mailing is expensive. Insert in the bulletin? Email? In person 30 min presentation between services? Give some thought.

## **6 New Business**

**6.1 Relationship with Fire Department.** Rosalys reported caroling with fire department was successful. Sent thank you letter and got response. Looking to continue relationship with fire department, with vestry consent will add fire department events to newsletter. Vestry answers Yes! Have them contact Cera with info about events.

**6.2 Mission Statement Review.** Mike comments on mission statement: "We commit to follow Christ." Concern is that he'd like to see action to serve Christ. Removing the words "commit to" would make it more active. Discussion: Mission is not where you are, but where you want to be. Acknowledging the sentiment, counter concern is that the vestry spent all day devising and composing the statement. A quick conversation at a vestry meeting is not the appropriate process for making a change to a statement that has been carefully considered and broadly presented.

**6.3 Day School Tuition Increase.** Phenomenal work went into the report of comparative fees of island preschools done by the Day School director. Teacher salary and student fees are part of our outreach ministry. School Budget will be presented for approval.

- Motion: The Vestry appreciates the work of the Day School Director and supports the decision to raise fees as proposed.

**7 Day School Report.** School full and taking enrollment for next year. Secure door locked with code known to instructors and not others.

**8 Chancellor Report.** The warming center agreement has been signed by all parties and is in effect. ALMOST triggered last week during snow days. Although it didn't actually happen, the alert helped clarify the boundaries and the need for the presence of a St Barnabas representative.

Articles of Incorporation. The Chancellor has heard some questions and positive comments. Keeping By-Laws in mind. Suggestion from a Vestry member to accept By-Laws as they were written before the amendment of the Articles, then revise as needed to align. Otherwise set a date-certain to review and revise and approve. Jan was the leader of the By-Laws team. The Chancellor will review the By-Laws, presenting recommendations at the February Vestry meeting.

Renewal of Rotary contract coming up.

## 9 Other

**Linda looks at process for onboarding new members.** What role would vestry be playing? Welcoming Rev Karen to express wishes about what Vestry might be doing. Vestry taking lead on visiting with new people at coffee hour. If you see someone you don't know, go over and talk to them. Educating ourselves about how to welcome new members. Need to empower more lay leadership. Support the giftedness in our congregation. Rev Karen suggests everyone think about it for future discussion.

The members at 8:00 reach out right away to fold people in. The parlor offers an intimate space for coffee hour. How to make the parish hall cozier and more welcoming.

**Paul's Thought Piece:** In the new Articles, all deeds and contracts are required to be approved and entered into by the Vestry. He suggests we delegate to the Rector authority over those that can be handled without controversy. He proposed a non-binding checklist for deciding the need for vestry authorization of contracts. Vestry members are asked to read and consider his handout for discussion once Amended Articles are approved and filed.

**Announcement.** Will Nickum announced that he will serve as new Senior Warden for 2020. Under new recommendations, could be in place for two years. Gratitude to Bethany for her counsel and her time as Senior Warden. Agreed by all members.

**Bethany's last meeting after 4 years on Vestry.** Bethany noted that it's been a great year. We've done so much. Love how the team works together. Vestry work here does not detract from experience of church. Others offered appreciation for Bethany's gentle, graceful, effective leadership.

Will's quiet grace appreciated. Looking forward to his being Warden.

**Executive Session:** No request was made this month.

**Closing Prayer:** Bethany

➤ Motion: to Adjourn **MSP 1:44pm**

☐ **Next regular Vestry meeting is February 16 after the 10:00 service in the Parish Library.**

Faithfully Submitted 1/24/20  
Barbara Bolles, St Barnabas Vestry Clerk