

**St. Barnabas Episcopal Church • Bainbridge Island, WA  
December 13, 2020 Minutes of the Vestry Regular Meeting by Zoom Teleconference**

**Vestry Members Present**

Will Nickum, *Sr. Warden*; Rosalys Peel, *Jr. Warden for the People*; Randy Krause, *Jr. Warden for Buildings and Grounds*; Angie Bickerton; Kirk Eichenberger; Linda Maxson; and David Teves

**Vestry Member Absent**

Carolyne Myers, Steve Schmitz

**Others Present**

The Rev. Karen Haig, *Rector*; Michael Killion, *Treasurer*; Katherine Bolles, *Chancellor*; Rebecca Ditmore, *Clerk*

**Call to Order: 1:07 p.m.**

<i>Item</i>	<i>Topic</i>	<i>Speaker</i>
<b>1.</b>	<b>Opening Prayer and Spiritual Reflection</b>	<i>Rev. Karen Haig</i>
<b>2.</b>	<b>Approval of Agenda</b>	<i>Will Nickum</i>
➤	Motion: Approve the meeting agenda. <b>MSP</b>	
<b>3.</b>	<b>Approval of Minutes from 11/15/20 Meeting</b>	<i>Will</i>
➤	Motion: Approve the minutes. <b>MSP</b>	
<b>4.</b>	<b>Old Business</b>	
<b>4.1</b>	<b>Sacred Ground Update</b>	<i>Dave Teves</i>
	Everything is quickly moving forward. The entire group had a kickoff meeting, incorporated housekeeping into that, and one groups has started their first session. Feedback is coming in, which has been very positive. Angie Bickerton commented that her meeting went well and the materials offered promoted a feeling of honesty among participants.	
<b>4.2</b>	<b>Stewardship Update</b>	<i>Linda Maxson</i>
	Thanks were relayed to the many vestry members who have been kind and generous in helping with follow-up calls. Understandably, this year a number of people who would have sent their pledges in are just getting to it, and phone calls made by vestry members are highlighting that, as well as that it's been a difficult year for some people. Linda is feeling confident that the church is getting a good participation rate. Bookkeeper Julie Houck has been great at updating the committee so they know who has sent in pledges and can be thanked in the meantime, and the committee is grateful for her continued assistance.	

### 4.3 Mutual Ministry Agreement

*Rev. Karen*

The vestry needs to have three goals for 2021. It was recommended that the vestry wait until the February 2020 meeting—after new members are confirmed—in order to work on these goals. Consideration was given to the following possible goals:

- Completion by the first class of the Sacred Ground program.
- Completion of the Eli Lilly grant which could also include mention of the progress made with Sacred Ground and how that can be built upon for the parish and community.
- The labyrinth, with its inherent ability to provide a community connection, with funding options and parish support to be considered.

## 5. New Business

### 5.1 Christmas Services

*Rev. Karen*

Nineteen children are participating in a virtual pageant. It will be at 4 p.m. on Christmas Eve, and consist of just the pageant. The Candelight Christmas Eve service will be at 7 p.m., and both will be prerecorded. Members will be sent links to both the national service and St. Mark's Cathedral. The Quiet Service will be held on Tuesday, December 22. All will be prerecorded. The vestry thanks Rev. Karen and her associates for working so hard to make all of these meaningful services available during a time which is less than normal.

### 5.2 Incoming Vestry Nominees

*Rev. Karen*

Four new vestry members have been contacted and are delighted to join the vestry. One will be filling Will Nickum's remaining one year term as he leaves the vestry early.

### 5.3 Holland Bequest Acceptance

*Rev. Karen*

Kathy Bolles reminds the vestry that due to the new gift acceptance policy, this bequest must either be rejected or accepted on its terms. The brokerage firm Edward Jones is the holder of the policy, and the account is being set up in St. Barnabas's name as owner. For accounting purposes, the funds will be placed into Restricted Funds, then used per the bequest. Because the fund will be owned by St. Barnabas, a report will be made to the Finance Committee so that fund investment options can be considered. They will make a recommendation to the vestry. Rev. Karen and the clerk, Rebecca Ditmore, will meet with the broker as soon as possible to finalize transfer of the new account.

- Motion: Accept the Holland Bequest with the restrictions and allocations indicated. **MSP**

### 5.4 Facilities Update

*Randy Krause*

Roof moss has been removed and there is continued work to remove the rest of the moss from the campus; irrigation repairs continue. Fire suppression (which includes interior sprinkler heads which require replacement after ten years) and HVAC updates are being reviewed. The diocese requires a completely facilities inspection as well. These will occur once COVID restrictions are over. Rev. Karen has asked that Randy and Tom Clark pass along all details to the new vestry member who will be covering Building & Grounds.

## 6. Reports

### 6.1 Treasurer's Report

*Mike Killion*

There is continued progress with pledge income, which as of 11/30/20 has exceeded the budget, largely because so much of pledge income was received in the beginning of the year. Approximately 92% of the pledges have been collected, which is very positive. The budget for 2020 was built with a 4% allowance for uncollected pledges, but it appears we will collect more than 96% of pledges by the end of the year. The church has had an extraordinary year under the circumstances, and our gratitude toward parishioners is vast and deep.

The church has four bank accounts which at the end of November totaled \$319K in deposits. Of that, \$123K is in restricted funds. That leaves about \$196K in unrestricted funds, depending on how the year ends. Some of that money will carry over, with one exception, the \$72K PPP loan. While confident the loan will be forgiven, Mike is still waiting to hear from the bank as to when forgiveness can be applied for.

The initial 2021 budget has about a \$71K deficit. Total expenses are about \$3K higher than 2020 total expenses. The budget deficit is due to about \$50K less in pledges than we had in 2020. The goal is that pledge income equals the budget. Even though current pledge income for 2021 does not equal expenses because there is nearly \$200K in unrestricted cash, the church's position is still extremely fortunate.

Although currently not allowing renters use of the parish hall, with the strict limits and licensing of food processors and preparers, the church is renting out the kitchen. There is cost involved with maintaining the kitchen facility as well inspections, which are offset by income—that said, the focus of the kitchen is for outreach, with income being secondary. About \$15K in gross income has been received from the kitchen in 2020, and \$17K is budgeted for 2021, some of which will be used for kitchen maintenance and licensing.

➤ Motion: Accept the report. **MSP**

### 6.2 Day School Report

*Rev. Karen*

Rev. Karen reminded the vestry that her comments about the school are in the Rector Report.

## 7. Chancellor Update

*Kathy Bolles*

St. Barnabas's name was changed with the amendment to the articles of incorporation this last July. This has been changed with the secretary of state, and that information then passed the Washington state department of revenue, which has yet to confirm the change. Once this approval has been given by them, the name change goes back to the secretary of state for final approval. Kathy will keep the vestry updated on this progress.

**8. Closing Prayer**

*Kirk Eichenberger*

**9. Adjournment**

*Will*

- Motion: to Adjourn 2:40 p.m. **MSP**

**Reminders:**

**The next meeting is Sunday, January 17, 2021 at 1 p.m.**

**The annual meeting will be on Sunday January 24, 2021 at noon. There will be a short vestry meeting immediately after the annual meeting.**

**There is an all diocesan vestry meeting on Saturday, February 13. Times TBA.**

Faithfully submitted,  
Rebecca Ditmore  
St. Barnabas Vestry Clerk