

St. Barnabas Episcopal Church • Bainbridge Island, WA
February 20, 2022 Minutes of the Vestry Regular Meeting by Zoom Teleconference

Vestry Members Present—Barbara Bolles, *Sr. Warden*; Steve Schmitz, *Jr. Warden for the People*; Brian Andvik, *Jr. Warden for Buildings and Grounds*; Laura Bainbridge; Angie Bickerton; Michael Ditmore; Kirk Eichenberger; Claire Hicks; The Rev. Karen Haig, *Rector*

Vestry Member Absent—Judith Hanna

Others Present—Mike Killion, *Treasurer*; Katherine Bolles, *Chancellor*; Rebecca Ditmore, *Clerk*

Call to Order: 12:34 p.m.

<i>Item</i>	<i>Topic</i>	<i>Speaker</i>
1.	Opening Prayer and Spiritual Reflection	<i>Barbara Bolles/Rev. Karen Haig</i>
2.	Approval of Agenda	<i>Barbara</i>
➤	Motion: Approve the meeting agenda. MSP	
3.	Approval of Minutes from 1/23 and 1/30/22 Meetings	<i>Barbara</i>
➤	Motion: Approve the minutes from 1/23/2022. MSP	
➤	Motion: Approve the minutes from 1/30/2022. MSP	
4.	Old Business	
4.1	Planned Giving Workshop, March 5 at St. Paul’s, Port Townsend	<i>Rev. Karen</i>
	Bishop Rickel will be doing an end-of-life planning/legacy giving workshop. Rev. Karen requests that someone from the vestry attend so that it can be brought forward to the congregation. If this is something you are interested in attending, you can attend in person or by Zoom. Members are requested to email Rev. Karen by Thursday, March 3, and let her know if they will attend by Zoom or in person.	
4.2	Bishop’s Leadership Conference—May 11–13, Fort Worden, Port Townsend	<i>Rev. Karen</i>
	If you are able to attend, we need at least three and perhaps more to attend that conference. We will gather with churches our same size, and the focus is on stewardship. The congregation can pay for up to five people to attend. Information will be sent to the vestry about how to register.	
4.3	Bishop’s Visitation 10/16/22	<i>Rev. Karen</i>
	The bishop will be visiting St. Barnabas on Sunday, October 16, and that will require some initial work from the vestry. The bishop will confirm, baptize, and hear reaffirmation of baptismal vows. The vestry is encouraged to reaffirm their vows. The senior warden will work with the vestry to arrange a meeting after the service.	
4.4	COVID Update	<i>Rev. Karen/All</i>
	We returned to in person services, and the response has been extremely positive. We will	

have a conversation about future markers to be met before other changes take place.

4.5 Sanctuary Ventilation

Brian Andvik

A hard look has been taken at a variety of options. Penetration into the walls or ceiling is not favored. Another option is being looked at to see if that will be a good choice to present to the vestry. Portable air scrubbers are also being reviewed for use once the weather warms up.

4.6 Interium Recognition Project

Rev. Karen

Mary Anne Smith has contacted the builder installer with certain things she wants to have confirmed. She is waiting to hear back from him. Rev. Karen will call the sales person to see if we can get those answers. The memorial wall is designed and we are waiting to hear on the mounting structure and what that will look like. The payment for this will come out of interium funds.

5. New Business

5.1 Parish Parochial Report

Rev. Karen

Kirk Eichenberger mentioned that the roof project should be added to capital expenditures, and that under the list of services, to make sure that morning prayer was added in.

- Motion: Approve the parochial report once the roof capital expenditure and list of services numbers are double checked. **MSP**

5.2 Bishop Rickel's Ten Rules for Respect

Rev. Karen

The rules were read aloud and the vestry gave voice confirmation to applying these principles in their interaction with the congregation and each other.

5.3 Motion Confirming the Amount of Money to be Used from the Hodges Fund

Rev. Karen/Mike Killion

Based on the formula in Resolution 2022-1 adopted by the St. Barnabas vestry on January, 23, 2022, the amount to be distributed from the Hodges Endowment in 2022 is \$48,411.

- Motion: Approve the distribution amount as presented. **MSP**

5.4 How Will the Monies for Rev. Karen's Sabbatical be Allotted?

Barbara

Mike will handle receiving funds from the diocese and inquire about the appropriate timing on this distribution. The vestry, in conversation with the rector will determine how and when funds will be distributed from St Barnabas to the rector.

5.5 Housing Allowance

Rev. Karen

Clergy receive a significant portion of their salary in housing, and each year, the vestry is required to pass a housing allowance. The rector has calculated the housing allowance in accordance with IRS rules.

- Motion: Approve the housing allowance of \$56K for Rev. Karen, retroactive to December 2021. **MSP**

➤ 5.6 Stewardship Discussion

Barbara

The senior warden reported her epiphany that all vestry members already do the work of stewardship, so she invited them all to become members of the stewardship team. The work is communication with the parish throughout the year, helping people discern how to be good stewards. Opportunities include newsletter writing, designing a year round stewardship plan that includes the annual campaign as only a single component of stewardship), and writing petitions for prayers of the people. Discussions will include various ways to invite people to pledge as well as how we reach pledgers who have stopped giving. Barbara will send an email to vestry members to find out how they would like to be involved.

5.7 Ministry Liaisons

Barbara

Vestry members are involved as liaisons between committees and the vestry. These committees include Outreach, Caring Community Network (Pastoral Care), Finance, Worship, Altar Guild, Formation (Education), Incorporation (Welcoming Newcomers), and Community Life (Fellowship). Some ministries have fallen by the wayside due to COVID, but this is a time to reimagine how things can be done. These committees (with the possible exception of Incorporation) have existing leadership, and the job of the vestry is to support and encourage leaders in their roles, making sure they have what they need to do their work and ensuring they know what they are doing matters.

Kirk, Finance; **Angie**, Caring Community Network; **Steve**, Worship; **Laura**, Formation; **Claire**, Community Life (Fellowship); **Judith**, Invitation and-Incorporation ; **Brian**, Worship; **Michael**, Outreach.

5.8 March 20 Vestry Meeting/Retreat

Barbara/All

We will not be doing a retreat before the sabbatical, but will extend our March meeting for one - two hours to review the MTBI information in order to learn how to better work together as a team.

5.8 Congregational Development Grant

Rev. Karen

Each year Rev. Karen writes a Congregational development grant proposal and this is submitted to the diocese. She requests ideas for growing the congregation in order to make us more visible to those in the world. Vestry members are asked to email her with thoughts on this.

6. Reports

6.1 Treasurer's Report

Mike Killion

We currently have approximately \$254K in checking and savings funds, approximately \$117K is restricted. This includes the 2021 surplus (approximately \$23.6K) and prepaid 2022 pledges (approximately \$37K).. All in all, we are in good shape.

➤ Motion: Accept the treasurer's report. **MSP**

6.2 Day School

Rev. Karen

Rev. Karen has no additional updates aside from her most recent Rector Report.

7. Parish Chancellor Update

Kathy

The chancellor continues to work on various church projects.

8. Action Items

All Vestry Members

- Consider attending the Planned Giving Conference on Sunday, March 5, in person (Port Townsend) or by Zoom. Let Rev. Karen know by *Thursday, March 3*, whether you can attend and specify in person or by Zoom.
- Consider attending the Bishop's Leadership Conference at Fort Worden, Port Townsend, May 11–13. The congregation will pay for five people to attend. Notify Rev. Karen if you plan to attend.
- Consider your participation on the Stewardship Committee.
- Prayerfully consider reaffirming your baptismal vows during the bishop's visit in October.
- Submit ideas to Rev. Karen which can be put into a congregational development grant application.

Brian Andvik

- Work with Tom (sexton) on details and pricing information on new ventilation option.

Rev. Karen

- Call salesperson regarding questions about the interium plaque mount.
- Review changes to the parish parochial report.

Mike Killion

- Submit resolutions 2022–1, 2022–2 and vestry minutes from 2/20/22 meeting to diocese to allow for payment processing from Hodges account.
- Find out if the fund distribution for Rev. Karen's sabbatical can be preapproved for distribution at a later date.

9. Closing Prayer

Steve Schmitz

10. Adjournment

Rev. Karen

- Motion: to Adjourn at 3:12 p.m. **MSP**

Faithfully submitted,



Rebecca Ditmore
St. Barnabas Vestry Clerk