

Bishop's Advisory Committee Meeting Minutes

Prince of Peace Episcopal Church

February 2, 2022 (6pm)

Meeting was held on Zoom with in-person access for non-Zoom users in the Parish Hall

Present: Fr. Steve Ellis, Mary Knutsen (Senior Warden), Massimo Brofferio (Junior Warden), Susan McNaught (Clerk), Mary Macy (Treasurer), Steve Buresh, Nick Fortey, Diana Rainey, Rachel Bertoni
Guests: Canon Linda Potter (Diocesan search consultant), Sue Rembert, Marcia Kelley, Janet Haller, Harriet Neely, Elaine Laizure, Bill & Jeanne Dalton, Nancy Mortenson, Katrine Smith, Ray Berhorst

Bible Study: Nick Fortey led Bible study

Opening Prayer: The Rev. Linda Potter

Approval of the prior meeting minutes: Meeting minutes from 1/5/22 and 1/19/22 will be reviewed at the 2/16/22 BAC meeting

Approval of Agenda: The agenda was approved for this Special Business Meeting (typically we do not do business at the first meeting of the month) (M/S/P)

BAC Responsibilities in a Search

The Rev. Linda Potter led a discussion of the next step in the search for a vicar. BAC will need to:

- Develop and adopt a budget for the search committee (estimate 15-20K; largest single expense will be candidate travel and relocation; other expenses include background check)
- Develop and charge the search committee (one method to do this is for each BAC member to identify 5 names they believe would serve well on this committee, representing different aspects of the congregation's needs, and work together to identify the names that are most frequently identified by the different BAC members). In the interests of time management in this meeting, the work of identifying a search committee was deferred until a later meeting.
- BAC brainstormed skills for the search committee members: confidentiality, language skills to develop questions for reference checks, people person who can read non-verbal comms, patience with the time and effort it will take, Hopefulness AND Realism (both need to be embodied on the team), able to herd cats (methodical and organized). Committee must represent the whole congregation.
- One BAC member can be on the search committee as a full member but also as liaison to BAC; no spouse pairs should be on the search committee; if possible, it's good to have a member of the profile committee on the search committee
- Recommends not more than 5-6 on the search committee. Do not ask individuals until the BAC has formulated the slate it wishes to charge.

Fiduciary

The Treasurer reviewed the 2022 projected expenses and income and the 2016-2022 pledge history which had been mailed to the congregation on January 20, 2022. In addition, the Treasurer presented options for a budget that would avoid a shortfall in 2022. During the presentation, the Treasurer also modelled other suggestions made by BAC members. In total, the BAC considered 4 budget options: elimination of the parish administrator position (allowing for separation costs including unemployment benefits), elimination of the interim vicar position (replaced by supply clergy), departure from our current rental church (with 6 month notice as required by lease), and both elimination of the parish administrator and departure from the current rental.

Junior Warden moved to adopt a budget in which the parish administrator position is eliminated at the end of February 2022. Bertoni seconded.

Aye votes: Bertoni, Brofferio, Knutsen, Macy

Nay votes: Fortey, McNaught

Abstentions: Buresh, Rainey

Motion passed

Fr. Steve counselled that if additional income is realized between this meeting and the Annual Meeting (such as increased pledges), the BAC is free to revisit its adopted budget and modify it.

Action Items

- Annual Meeting will be held on Feb. 13 following worship. Budget will be presented to the congregation.
- Fr. Steve to get electronic copies of the documents Canon Potter put on the screen during her presentation, so that BAC has them for future reference.
- Need to appoint a search committee

Adjournment/Closing Prayer Fr. Steve

Respectfully submitted by Rachel Bertoni