

## **1/24/24 BAC Meeting Minutes Prince of Peace Episcopal Church**

**Attendees:** Barb Barb, Nancy Mortenson, Ann McBride, Mary Knutsen, Mary Macy, Sue Rembert, and Nick Fortey

**Notetaker:** Nick Fortey

### **Opening**

Dinner was courtesy of Sue

Nick opened with opening prayer

Sue moved approval of minutes and Ann seconded

### **Treasurers report**

Mary Macy reported there were only a few outstanding pledges (have approximately 17 with last year having 20)

Nancy noted we received a pledge from a friend who attends St. Barnabas

Effort to get statements out by end of month

We are "solid" for 2024 with pledges received so far

Mary wants to get rid of Windows (\$89 a month); new software (QuickBooks) is available via Tech Soup which only costs \$15 for the entire year yet will meet our needs

In other software news Norton was installed on the office desktop at the beginning of last year but auto renewal is unknown; if a pop up appears requesting renewal, please let Mary know

Sue will resend the receipt for the Taco bar she provided after church so she can be reimbursed

Instant Ink (for office printer) continues to be charged on Nancy's Discover Card and this needs to be switched

iDrive has been cancelled

Ann asked if we have security software – Nancy to check on Friday to see if Norton is on computer

### **Moving expenses:**

Nancy asked about moving expenses – paid \$800 for movers; Nancy to fill out cost of tape and boxes for reimbursement or tax credit

### **Garden Report:**

Need to check on Salem Electric report

Gina resigned as garden coordinator

Will see if Stephanie is interested in becoming garden coordinator

Examining option of having Marion-Polk food bank lease the property (or part that could be considered garden use) to reduce property tax burden; will see if they are amenable to 2 year lease which would provide us more flexibility to develop property

Nancy noted that in St. Paul's parking lot there is a kiosk resembling a little free library but is a cabinet for food donations. Perhaps we could emulate in our garden – could be fresh food and canned non-perishable food – though we would need to securely anchor cabinet given traffic in area

#### **Altar Guild:**

Mary Knutsen expressed the need for job descriptions – altar guild and ushers – with, as a for instance, the need for clarity on who turns lights on and off and extinguishes candles

Haven't had Eucharist there yet – Katrine and Mary plan to get together Saturday and go over altar guild tasks

Nancy thinking of rewriting usher duties as they are quite different at our new location

#### **Move report:**

Nancy reported the move went smoothly; the office is set up though most of the supplies are still in boxes (through they are labeled)

#### **Vicar search:**

The Vicar search is still on hiatus

There was a discussion about efforts to mount a search and publishing our profile and concerns about the level of assistance from the diocese

#### **Noise:**

In the last two services there was considerable noise outside the chapel; the vestibule fronts the chapel so that congregants for St. Paul's naturally pass by and can create noise; discussion about moving our starting time to 10 am (which would coincide with St. Paul's start) or placing note (sandwich board) outside our chapel to alert passer-by

Lock box by office door has code (1212) to allow people visiting office to get access of no one is about

#### **Meetings:**

Interest in Bible group restarting

Need to set date of Annual Meeting – March 3<sup>rd</sup>; reports due by February 25th

Shrove Tuesday will be coming soon and discussion on possible activities (use Arrowhead for dinner)

February 25<sup>th</sup> is the anniversary of the naming of Prince of Peace – Marsha agreed to organize a celebration

Ash Wednesday will be February 14<sup>th</sup> and discussion on desires for service; discussed attending St. Paul's service but then decided to do our own.

Discussed interest in Lenten Series

Updated meeting minutes are needed and Nick will send November 8<sup>th</sup> and 15<sup>th</sup> minutes to office account (email) so they can get posted

Office hours are now 10 am to 2 pm on Wednesday and Friday

Sue and Nick will work together to update phone and contact information