

**Prince of Peace Episcopal Church**  
**BISHOP'S ADVISORY COMMITTEE MEETING**  
November 9, 2022

The meeting was held in-person at the home of Interim Priest Steve Ellis.  
A delicious soup and salad supper was served and the meeting was called to order at 6:30 pm.

**Present in-person:** Steven Ellis, Interim Vicar; Marcia Kelley (2025), Sr. Warden; Nick Fortey (2024), Jr. Warden; Mary Macy (2025), Treasurer; Rachel Bertoni (2023); Ann McBride (2023); Sue Rembert (2024); Bill Dalton (2025); Barbara Ross (Clerk)

**Excused:** Diana Rainey (2023)

**Opening prayer:** Steve+

**Approval of Minutes:**

1. Minutes from the Sept. 28 meeting had been approved previously.
2. Minutes from the Oct. 19 meeting were approved as written. M/S/P
3. Minutes from the Oct. 25 meeting were approved as corrected. M/S/P

**Approval of Agenda:** The agenda was approved with the addition of an update from Chris Craun to the Senior Warden's report.

**Interim Vicar's report:**

1. Steve+ announced that Derek Taylor's memorial service will be held on Saturday, December 3 at 11:00 a.m.
2. Steve+ requested we move to Executive Session to discuss the status of his employment.
3. When the group returned from Executive Session, Rachel moved the BAC authorize an amendment to Father Steve's Letter of Agreement to adjust his salary to conform with CPG requirements. M/S/P
4. On Sunday, Steve+ will announce to the congregation that he will be leaving at the end of the year. Sincere thanks were expressed to Steve+ for his almost two years of ministry with us.
5. A forum will be held after church on the second Sunday in December to discuss next steps.
6. Discussion of Meeting Guidelines was tabled to the next meeting.
7. The Christmas Eve service will be held at 9:00 p.m. Steve+ will ask the congregation if there is interest in holding a Christmas Day service on Sunday, December 25.

**Senior Warden's Report:**

1. It was agreed to move the next BAC meeting to December 14. Rachel will not be able to attend due to a previous commitment.
2. Marcia reported Ray is not interested in organizing a restart of the volunteer worknight at Marion-Polk Food Share.

3. Marcia reported Stephanie Schmidt has agreed to join the Garden Committee and attended last night's meeting. Barb Ross has agreed to stay on as chair for the time being. Jeanne Dalton will be stepping off after several years of faithful service.
4. Marcia posted a list of Community Resources at the property to assist those who may have needs.
5. St. Francis Family Housing will be our outreach project for November. In December we will be putting together blessing bags for Arches to distribute to people who are experiencing homelessness.
6. Steve+ is scheduled for surgery next week. Weather permitting, Father Tony Petrotta, who served as our supply priest on Zoom during the pandemic, will be with us in person.
7. There will be a joint BAC meeting at St. Thomas, Dallas on Sunday, December 13 at 1:30 to discuss sharing a priest. Topics will include finances as well as developing a process and questions for interviewing perspective candidates. Marcia and St. Thomas Senior Warden Sally Clay will lead the meeting with input from Chris Craun+.
8. Chris+ reported that the couple she had been in conversation with is no longer available but the curate is.
9. A short Willamette Convocation meeting will be held on Tuesday, November 15 at 6:00 p.m.

#### **Fiduciary Matters:**

1. Mary is continuing to work on the YTD financials. So far, so good.
2. Mary has been corresponding with the St. Thomas treasurer.
3. On the SHU (Stipend/Housing/Utilities) chart, St. Thomas is likely a Range B church, while Prince of Peace is considered a Range C church because of the outreach that we do.
4. The Diocese of Oregon generally uses the Anthem BCBS 90 plan for medical. Mary estimates annual benefits for a full-time priest will be at least \$25,000 which includes an 18% contribution for pension.
5. Mary shared a chart showing possible at a 75%/25% split. She estimates Prince of Peace's total could range from \$62,000-\$84,000. The BAC suggested she come to the joint BAC meeting with St. Thomas showing what possible 50%/50% and 67%/33% splits might look like.

#### **Old Business:**

1. Lease Negotiations
  - a. Marcia and Rachel updated us on the lease negotiations with Peace Lutheran.
    - i. They rejected our proposal of \$2050/per month for two years and suggested a sub-committee of two people from each congregation meet.
    - ii. We suggested that our full BAC meet with their full Council but that also was rejected.
    - iii. Pastor Joe is also leaving at the end of the month, so it is likely they also are feeling some financial pressures.

- b. Discussion then moved to other places we might go.
    - i. According to our organizing documents and bylaws, we need to stay in West Salem.
    - ii. The old Methodist Church is available but has parking and access issues.
    - iii. The Masonic Lodge and Oddfellows were also discussed as possibilities.
  - c. Mary reminded us that the person we are interviewing has church planting experience.
  - d. After further discussion, the consensus was to offer \$2050 for one year and to follow up with the Methodist Church and Oddfellows as possibilities.
    - i. Rachel and Marcia will email Peace Lutheran with our latest offer.
2. Secretary of State Business Registry
- a. Rachel reported that our Secretary of State Business Registry was done incorrectly.
  - b. It expired at the end of the year.
  - c. Mary will introduce Rachel to the diocesan chancellor so they can talk about how it can be corrected.
3. Advertising
- a. Rachel moved we spend \$15/month to advertise in the Polk County Itemizer-Observer. M/S/P
    - i. Our ad will be published in the Worship Directory on the 1<sup>st</sup> and 3<sup>rd</sup> weeks of the month.
4. Stations of the Cross
- a. Tabled due to time constraints.

**New Business:** Due to time constraints, these items were tabled until next month:

- 1. Electronic Record Keeping
- 2. A possible gathering for better closure with Vicar Margaret.

**Adjournment:** Motion to adjourn M/S/P

**Next Meetings:**

- 1. The next regular BAC meeting is scheduled for Wednesday, December 14 (a week early due to holidays).

Minutes submitted by Barbara Ross, clerk