

Prince of Peace Episcopal Church
BISHOP'S ADVISORY COMMITTEE
December 20, 2023, 6:30 p.m.

Dinner was served at 6:00 and the meeting began at 6:30.

Present in person: Nancy Mortenson, Senior Warden; Mary Macy (2025), Treasurer; Ann McBride (2024); Sue Rembert (2024); Barb Barb (2026); Mary Knutsen (2026); and Barbara Ross (Clerk)

Absent: Nick Fortey (2024), Jr. Warden

Call to Order: Nancy called the meeting to order at 6:30 p.m.

Opening Prayer: Sue shared the opening prayer.

Approval of the Agenda: The agenda was approved with the addition of the Financial Report.

Approval of the minutes: Minutes from previous meetings were not available.

Meeting with St. Paul's

1. Nancy and Mary Macy met with Father Simon and Colleen, the parish administrator.
2. Prince of Peace will have use of the following rooms:
 - a. Chapel – No charge for Sunday services
 - b. Room 112 – For weekly coffee hour (\$36 per month)
 - i. There is already a microwave in this room.
 - ii. We will be able to leave our coffee pot and other supplies there.
 - c. Room 205 – For our office (\$720 per month)
3. Charges will be prorated beginning Dec. 21.
4. There is no charge for utilities, telephone, etc.
5. We have provided the required insurance certificate.

Worship Times

1. The chapel is available from 9:00-11:30.
2. We need to be out by 11:30 because St. Michael & All Angels, the Kenyan Anglican congregation worships in the chapel at noon.
3. After some discussion, we decided on 9:30 for our worship time.
4. There will be ample parking at that time. Prince of Peace parishioners are encouraged to leave the spots closest to the entry door available for those with mobility challenges.

Pin Code:

1. Our pin code is 1985 – the year Prince of Peace was formally recognized.

Altar Guild

1. We have access to the combo lockbox on the wall.
2. Nancy and Katrine will meet with Mindy and Sue Miller of St. Paul's Altar Guild to work out details.
3. Kathy Rodin and Jeanne Dalton are available to help.

Signage

1. Our sandwich boards and/or POP banner can be put out during our worship times.
2. Our greeters will be asked to take care of this.

Internet

1. St. Paul's will allow us to sign on to their internet as guests at no charge.

Diocesan BAC/Vestry Training

1. St. Paul's is hosting a diocesan BAC and Vestry training on Saturday, February 10.
2. Registration is available through the diocesan website.

Lenten Series, EFM program, and LEM trainings

1. St. Paul's has also invited us to participate in their Lenten series, EFM program, and LEM trainings.

Moving details

1. We will do as much moving of the smaller things on our own as we can prior to December 31.
2. We have hired J&J Moving to move our piano, desk, filing cabinets, computers, and monitors, etc. They were recommended by NW Piano. Their cost is \$181 per hour including travel time plus an extra \$75 for stairs.
3. Because Iris is having Covid challenges, they are not in position to take our piano at this time.
4. It was decided that the piano, bench, 1 table, and chair, the vicar's computer and old printer, the locked cabinet, and sacristy and Godly Play materials will be stored at St. Thomas.
5. The other tables, computer, monitors, printer, filing cabinets, etc. will go to our new office at St. Paul's.
6. The extra desk and cabinets have found a home through Craig's list.

Final Service and moving dates

1. Our final service at Peace Lutheran will be Sunday, December 31.
2. A taco bar will be served in celebration. Cost will be split 50/50 between Sue and POP.
3. Final moving dates will be set after our service on December 31.
4. We have received permission from Peace Lutheran to move the final items during the first week in January.
5. We will need to get our stuff out of the kitchen.

Notification of Providers

PGE, City of Salem, Total Solutions (janitorial), and Comcast will need to be notified.

Property Matters

1. Nick walked the property lines of our property in West Salem.
2. He is concerned about the condition of silt fence along the new development. 90% looks to be OK but the corner needs to be reattached.
3. The City of Salem permit department needs to be notified.

Financial Report – Mary Macy

1. Mary Macy will need to make some changes to reflect the new figures that have been negotiated with St. Paul's.
2. To date we have received 13 pledges for a total of \$51,000. She is hoping for a few more.
3. She added \$4200 to the line for property taxes as we no longer have a current cell tower lease.
4. Mary will be meeting with Garden Committee in January to discuss possible use of the property.

New Business

1. Our first worship service at St. Paul's will be Morning Prayer on January 7.
2. Sue announced that the hospitality room at Arrowhead Mobile Home Park is available on February 13 for the Pancake Supper.
3. Thanks were expressed for Rachel who has updated our webpage to reflect our new worship time and location.
4. Interest was expressed in maintaining a relationship with Temple Beth Shalom and building a relationship with the Kenyan Anglican congregation that worships following us at St. Paul's.
5. Thanks were expressed to Nancy for providing the delicious lasagna, salad and gingerbread.

Actions to be taken:

1. Ask Nick to notify the City of Salem permit department about the silt fence – Nancy
2. Notifications of providers – Nancy
3. Updates to Facebook – Ann
4. Moving – Everyone

Closing prayer – Sue

Meeting adjourned - Nancy

Next Regular Meeting is scheduled for Wednesday, January 17, 2024.

Minutes submitted by
Barbara Ross, Clerk