

MC Meeting Minutes December 16, 2020

Call to Order

Father Charles called the meeting to order and asked for prayer requests. Next, he opened the meeting in prayer.

Prayer Requests

- Cathy Cook reported that her Aunt Barbara passed away and asked for prayers for the family.
- Sandy Rains asked for prayers for all involved with the vaccine.
- Father Charles asked for prayers for the repose of the soul of Phyllis Mikeal-Lewinski's and for her two sons.
- John Phillips asked for prayers for his father-in-law Bob.

Members in attendance

Father Charles, Deborah Carlson, Debbie Marshall, Jim Lawler, Sandy Rains, Pat Brandon, John Phillips, Donna Andreo, Rob Martin, Cathy Cook, Hugh Wilson, Alex Maitland, Kimberley Norris-Jones, and Michael Senterfeit

Welcome to New Members

Father Charles welcomed new members of the Mission Council.

Dropbox

Father Charles reported that we would no longer be paying for the upgraded version of Dropbox and would go back to using the free version.

Approval of reports and minutes

Father Charles asked for a motion to approve the minutes and reports. Sandy Rains made the motion and John Phillips seconded the motion. There was no discussion. The minutes and reports were **approved** unanimously.

Election of Officers

Sr. Warden – Debbie Marshall nominated Jim Lawler for Sr. Warden and Pat Brandon seconded the motion.

Jr. Warden – Alex Maitland (self-nominated)

Clerk – Deborah Carlson (self-nominated)

Treasurer – Cathy Cook nominated John Phillips for Treasurer and Hugh Wilson seconded the motion.

All were **approved** unanimously.

Selection of Ministry Responsibilities (written reports need to be submitted one week before MC meeting)

ELC – Cathy Cook, Deborah Carlson (helper)

Christian Formation – Debbie Marshall

Stewardship – Hugh Wilson, Debbie Marshall (helper)

Evangelism – Pat Brandon (helper)

InReach/Outreach - Sandy Rains

Parish Life – Pat Brandon

Finance/Endowment - Jim Lawler

Liturgy - Rob Martin

Communication - Alex Maitland

Review of MC Covenant Document (How have we done at living into this?)

Father Charles reported that this document came about with the help of Bishop Andrew and Cannon Hazel. He next explained how the covenant came about and the process in which we all participated. He stated that a retreat would be coming up soon (date to be set later) so that the MC could review/revise the current covenant.

- The attendance of all members is expected at Christmas Eve service. (3:00pm)
- Father Charles reminded us that emails need to include all committee members.
- Jim Lawler reported that meetings are now more efficient.
- Pat asked if the reopening committee would consider an alternative to the current sign up –may an online format?
- The retreat will be in January – Jim Lawler, Alex Maitland, and Charles will meet soon to about this.

2021 Budget Proposal – First Reading

Father Charles reviewed the highlights of the 2021 budget proposal.

Parish Budget Overview

- Income in 2021 is about the same as 2020 income
- Utilities will be closer to 2019 in cost
- 3% pay increase for staff except for music director
- Hours will decrease to 15 hours per week for the music director.
- Charles will need less money for travel in 2021.

- Computer/Internet needs a maintenance agreement
- Telephone budget needed
- Garbage collection increased
- Parish life – decrease in budget

ELC Budget Overview

- Tuition increase starting Sept. 2021
- The registration fee will be \$150 for all students.
- The supply fee will be \$100.
- COVID-19 carpool surcharge \$5 per week.
- Summer School was added to the budget.
- 3% salary increase for Helen Kline

Recommendation from Committee on Staff Bonuses

- \$250 for full-time staff (Parish and ELC)
- \$150 for part-time staff (Parish and ELC)

A motion to authorize bonuses for all SMAA staff. \$250 for full time staff, defined as scheduled to work 30 or more hours in a week. \$150 for part time staff. This would apply to everyone who receives a paycheck from SMAA. Moved by Debbie Marshall and seconded by Sandy Rains. This motion passes, as amended below, with everyone voting in favor except for Cathy Cook and Kimberly Norris-Jones who abstained.

An amendment to the motion is made by Alex Maitland and seconded by Cathy Cook. This amendment authorizes a bonus of \$3,500 for the ELC Director. This amendment authorizes a bonus for the ELC Assistant Director of \$500 more than the bonus she received in 2019. The MC was unclear about the amount of the bonus in 2019, which is the reason for authorizing the bonus this way. The amendment passes but passes as amended below.

An amendment to the amendment made by Alex Maitland authorizing a \$3,500 bonus for the vicar. Moved by Debbie Marshall and seconded by Sandy Rains. The amendment to the amendment passes with Cathy Cook voting no.

Alex Maitland's amendment passes as amended authorizing the following:

- ELC Director \$3,500 bonus
- ELC Asst. Director bonus of \$500 MORE than the bonus she received in 2019
- Vicar \$3,500 bonus

A motion to authorize a \$1,000 bonus for the Parish Administrator/Bookkeeper. The motion is made by Sandy Rains and is seconded by Deborah Carlson. Approved with Kimberly Norris-Jones abstaining.

A \$500 bonus for Director of Christian Formation. Moved by Pat Brandon and seconded by Alex Maitland. **Approved** unanimously.

Finance Committee Recommendations (John Phillips)

- Carol Beis should receive a \$500 bonus – Pat Brandon made a motion and Alex Maitland seconded the motion to pass this recommendation. Unanimously **Approved**
- John Phillips reported that the Parish and ELC are positive for the year.
- A motion to approve the recommendation to pay the Diocesan pledge in the amount of \$3500 was made by Jim Lawler and seconded by Alex Maitland. Unanimously **Approved**
- Memorials and Honors – Jim Lawler and John Phillips will meet to discuss what to do with 2014 window replacement money. John Phillips will check with the CFO to see if a separate bank account can be set up for Memorials and Honors.

Adjournment

Debbie Marshall made a motion to adjourn the meeting and Jim Lawler seconded the motion. The motion was **approved** unanimously. Father Charles led us in prayer. The meeting ended at 7:59. The next meeting will be on January 20, 2021.

Respectfully,

Deborah Carlson, Clerk