

Bishop's Committee Meeting 11.18.2025, 9:30 a.m.

Minutes

Approved by e-mail 11/26/2025: Motion to approve: Julie. Second: Jackie. In favor: Shannon, Pam, Wendy.

Present: Rev Stacy, Wendy Arntson , Julie Lowery, Jackie Shock, Sandy Riley; **Present on Zoom:** Shannon Verbal, Pam Heidt. **Absent:** Oliver Pung.

Agenda: Approved by acclamation, with additions. **October Minutes:** approved by email.

****Addition to the October minutes: Motion made by Jackie on 10/16 via e-mail:** A motion is made to obtain a credit card from PNC Bank for use by the office of St. James' for official purposes; making the tracking of spending and purchases easier and more timely. Second: Pam. In favor: Wendy, Shannon, Sandy, Julie.**

Stacy opened the meeting with a prayer at 9:35 a.m.

- 1. Spiritual Formation:** We had a lively discussion of Ch 3 of The Church Cracked Open .There is a lot to unpack when we consider all the wrongs of the colonial eras, many of which continue in one form or another today. Stacy challenged us to think of ways we work to “crack open” the church and what else we could do.
- 2. Staying Connected with Parishioners:** Prayer chain is up to four members! We have scheduled a “newcomers” brunch for Sunday, December 14. It was decided it should be a potluck. Stacy gave an update on several of our members. ***Please keep her updated as we learn of people in need.***
- 3. Building and Grounds:** The new toilet has been installed in the upstairs Parish Hall restroom. Many thanks to Janet Tornow! Mission House sewer lines were cleaned the same day and are good for another year. The “BBQ” room in the undercroft is scheduled to be cleaned tomorrow (11.19). If you see something that should be added to the list for upcoming projects, please let Len know. There may be a 10% increase in costs for snow removal. We still need a way of letting parishioners know if church services or activities are canceled due to bad weather. Julie offered to set up a texting program. Jackie made a motion to proceed with purchasing and testing a texting program for notifying parishioners of church cancellations; Wendy seconded; all in favor.
- 4. Outreach:** Jackie and Len delivered about 50 large garbage bags of warm clothing to Crossroads. Teresa (at the Church at Crossroads) has given us nine people who could use support for Christmas. FIA has not made a request yet. A generous donation moved us over the top of 50 boxes of feminine items for our November FIA donation. Dexter Family Services have asked us for Kleenex and toilet paper to add to their holiday family packages. Jackie will make announcements for these drives this week. Coffee and Conversations was held on November 13, with 37 people in attendance. Mary Anne Perrone, of Washtenaw Congregational Sanctuary (WCS), shared information and a discussion about justice for the immigrants among us from a human rights and faith perspective. We are working on two more events for the spring.

5. **2025 Goals:** These items were reviewed. The Chelsea writing group will not be meeting here after all. A member of the community reached out to Gwangwon about using our space to practice her French horn. She offered her musical services in return for practice space. Practice will occur when Stacy is here so no key is needed, and she (Kelly) will not be here alone.
6. **Clergy Search:** Nothing to report.
7. **Rector's Report:** Stacy and Wendy attended the Active Aggressor training at the Harvest Church on November 6. We will work on forming a committee and plan that works for St. James', and is in line with the Diocesan recommendations. Stacy brought up CPR training. Wendy will see if there is anything available that is cost effective. (Last time we investigated this, the costs were out of our reach.) We need to consider how and how often we should provide information to our congregation on the location of the AED and exits. Stacy will put together a prioritized list of procedures that need to be addressed. Carmen Piggens (from the Diocese) will be in attendance on January 4 to offer input on the church school program changes.
8. **Finance Committee Report:** The report submitted was incorrect. When a corrected version is available, we will vote on it by email. After discussion on the budget process for 2026, Julie Lowery will contact Julie Frost for suggestions on the process and timeline. Stacy will send a request to church leadership (choir, altar guild, Sunday school, adult Christian formation, building and grounds) for their budget requests for 2026. Stacy will ask for volunteers to help plan the budget. Stacy and Janet Cook are working with PNC to activate a credit card for church use. It will be in the name of "St. James'" not an individual person. The question was raised about having access to a card reader for the Cookie Walk. Wendy made a motion that until we have an account of our own, we use Wendy or Jackie's personal Venmo account for the few people that request it; Sandy seconded; passed unanimously. Stacy has received a check from Deb Wilson's Estate. Deb had made it known that she was interested in using this to start a Legacy Fund. Stacy will reach out to Chris Harris at the Diocese to see how we proceed. (We will need to set up a committee to "manage" the fund once established.) We had another discussion about using Church Windows remotely. The cost is expensive--\$89 / month. Stacy wants to talk some more to Janet, Carol, Julie F., and Lynne about the challenges with using the remote access. **BC requested some clarification on the "Fund Restricted by BC": Julie Frost said it was a gift to St. James' from a friend of John Milligan's. It was decided to put it aside for a time when a major cost needed to be covered (real estate upgrades/improvements, capital purchase, etc.) and it would be managed by BC. She believes a majority vote would be good to approve a purchase, and she will add a footnote to the Balance Sheet.
9. **Important dates:** 12/6, Cookie Walk.

Adjourned: Jackie moved to adjourn at 11:45; Shannon, seconded. All in favor. Stacy closed with a prayer.

Next meetings: Tuesday, December 16 from 9:30-11:30 a.m.

Respectfully submitted, Wendy Arntson, clerk