

**Holy Cross Episcopal Church  
Bishop's Committee Meeting  
October 13, 2022**

Present in person: Rev. Brian Petersen, Senior Warden Karen Sanchez, Allen Zych, Junior Warden Katie Ho, Michael Collier

Present via Zoom: Controller Erin Pineda and Clerk Robyn Hill

**Call to Order and Spiritual Reflection**

Deacon Brian Petersen opened the proceedings with a reading from the "Intentional Adaptation" chapter of *Emergent Strategy* by Adrienne Maree Brown, as well as a passage from *To Bless the Space Between Us* by John O'Donohue.

**Consent Calendar**

The previous meeting's minutes and various reports were unanimously approved.

**Controller's Report**

Controller Erin Pineda reviewed the provided financial report noting that there is still a bit of unresolved business related to benefits due to the adaptation of new software by the diocese. Otherwise, the report for September (shared on screen) revealed another excellent month for income. A stock gift will be reclassified at a later date. Another gift of \$5000 was received. Erin explained how clergy expenses were calculated, described the operating budget vs. actuals numbers, as well as the assets and liabilities, especially future payments due to the diocese that will negatively impact cash flow. After a brief review of August numbers, there was a brief discussion regarding the disposition of the stock gift. Since a representative from Ameritrade will attend the next meeting, the matter was tabled until his advice can be sought.

**OLD BUSINESS**

**Audit Update**

Senior Warden Karen Sanchez reported that the audit, which lasted all day, went well. Based on a diocesan recommendation, Katie Ho and Tom Mauro were removed from the audit committee and replaced by Sue Baas and Dave Dana. Kudos to Muriel Wahl for making sure that HCEC was very well prepared and organized for the audit.

**Finance Committee**

This matter has been tabled for another month.

**Grand Reopening**

Rev. Brian Petersen reported that the congregational meeting yielded a lot of ideas, but that HCEC needs more time to focus efforts on how to make our services better and reach out to our neighbors. With more foundational work on the front end, the eventual grand reopening will generate a better "first impression" for all.

**Strategic Plan Review**

Senior Warden Karen Sanchez and Rev. Brian Petersen highlighted areas and issues for vigilance, including: pledge campaign, pastoral care, quarterly listening sessions, hard copy newsletters, media and graphics, moving the website to Sharespace (which should happen by the end of November), a communications director, and increased participation in diocesan programs.

## **NEW BUSINESS**

### **Immigration Fund**

A motion was unanimously approved to reimburse Larry and Sue Sebastian for legal fees from the Immigration Fund and the Pastoral Care Fund.

### **Model Mission Bylaws**

After filling in pertinent details regarding annual meetings, voting, and several other points of order, a motion to accept the wording of the bylaws was unanimously approved.

### **Priest-in-Charge Computer**

A motion to approve up to \$850 for the purchase of a computer for Rev. Brian Petersen's use while he is employed by HCEC was unanimously approved.

### **Annual Mission Review**

The review will take place at 11AM on January 20, 2023 with members of the diocesan staff, including the bishop. The preliminary budget is requested by December 15<sup>th</sup>, 2022.

### **Draft Budget**

Controller Erin Pineda's screen share included details that had been provided to the BC prior to the meeting. She explained how to interpret the numbers and how items will be represented moving forward. A discussion ensued on various items and included comparisons with the 2022 budget, misc. clarifications, and the storage fees issue.

### **Common Life Share**

A motion to accept the financial commitment to the Common Life Share was unanimously approved.

### **Pledge Campaign**

Michael Collier revealed that the theme for this year's campaign will be "Stars that Light Our Path". The kickoff date will be October 30, 2022 and pledge letters will go out on November 2. November 6<sup>th</sup> has been designated as "Pledge Sunday". There will be an updated display at the weekly services. Michael requested that the Ho children assist with artwork for the display. He also reviewed the past year's pledge goals and explained the rationale behind his recommendation that the 2023 goal be \$122,000.

### **Bishop's Visit**

Rev. Brian Petersen explained the specific requirements and expectations that the bishop has regarding her visits. Rev. Brian has requested that he visit coincide with "Holy Cross Day".

### **Adjournment**

The meeting adjourned at 7:15PM Pacific. No executive session.

### **Next Meeting**

The BC will meet again at 5:30PM Pacific on Tuesday, November 22nd, 2022 in person and via Zoom.