Holy Cross Episcopal Church
Bishop's Committee Meeting
August 24, 2026 – 4:00pm
In-Person and Via Zoom

Call to Order. 4:03 pm

Checking in. BC Members – Mike Collier (Sr Warden), Judy Cater (Jr. Warden), Sue Baas, Grant Ford, Allen Zych (Treasurer), Jack Cater (Clerk), Amber Newman (Administrator-Host only), Elizabeth Carey (Accountant)

Approve Minutes of Last Meeting

- M/S to approve 07.28.2026 Minutes – Judy/Mike – approved unanimously.

Financial Report

- Controller's Notes from 31 July 2026
  - Other than pledge income being very ahead for the year-to-date, as has been previously discussed, the other single most significant reason for the positive budget variance is that the staff do not use the hours that are afforded to them in the budget. It is very nice to have employees who don't milk the clock.
  - Net Operating Income continues to be approximately $10k higher than budget. The variance is positive in both the income and expense areas -- more so on expenses currently.
- The financial report reflected a continued strong financial position. July pledge income was approximately $10,356, bringing year-to-date pledge income to approximately $88,995. July expenses were approximately $7,800, with year-to-date expenses of approximately $58,600. Current projections indicate total expenses for the year of approximately $102,000.
- The Chase checking account balance was approximately $49,000, and Merrill Lynch assets totaled approximately $279,000. Overall, income continues to exceed expenses.
- July plate was $171, with the year-to-date total of $1123,
- M/S to accept with gratitude – Sue/Grant – accepted unanimously.

Old Business

- Musical program for Holy Cross Day, Monday September 14th - Judy
  - Judy passed out a copy of the flyer for the program to the BC for comments. Flyers will be distributed to neighboring Episcopal churches, JCoSD, the Christ Church Presbyterian church, La Costa Glen, the community events section of the Union Tribune and other appropriate community locations. Judy suggested that members put flyers up in club houses, etc. Sue and Linda to work on food planning.
- Revised Draft of 2027 Budget - Allen
  - The Bishop's Committee reviewed the second draft of the 2027 budget. Significant updates included the Diocese's recommendation for a 4% cost-of-living increase for staff and clergy and a projected insurance increase.
  - Holy Cross' Common Life Share is projected to decrease from more than

$16,000 to approximately $11,149, providing a savings of nearly $5,000. Supply clergy compensation is projected at approximately $177 per service, and adjustments were also incorporated for administration / communications, music, and AV technician compensation.
    - Includes projected 2026 budget, 2026 annual budget, projected 2027 budget
    - The current draft anticipates approximately $29,000 more in income than expenses, based in part on a proposed pledge goal of approximately $135,000, representing a 3% increase. The committee noted that this surplus provides flexibility, particularly given the possibility of adding a priest-in-charge in the coming year.
    - The current mileage allowance has recently been raised to $0.76 / mile. As a note, the supply clergy have not been requesting mileage compensation.
    - Allen will review minor operating expenses and software costs.
    - Allen will present a final draft will be brought to the September meeting, with a budget vote anticipated in October.
- October Listening Session – October 25
    - The October session is expected to focus substantially on the future of Holy Cross and its clergy leadership, particularly as the parish prepares for a change from its current clergy arrangement.
- Lease –
    - The new lease has been completed. A minor correction is needed to replace the Reverend Brian Petersen as the Holy Cross contact with the current appropriate contact information. The corrected copy will also be provided to Corey Meitchik at JCoSD.

New Business

- Priest In Charge Discussion
    - The Reverend Susan doesn't want to commit to the same level of service as 2026.
    - The BC discussed future clergy leadership and the options available to Holy Cross. There was general agreement that the preferred goal is to secure a priest-in-charge, with a long-term supply priest as the preferred alternative if a priest-in-charge is not immediately available. Mike feels that a priest-in-charge is probably not immediately available.
    - BC members expressed concern that relying indefinitely on different supply priests would make it difficult to maintain continuity and build relationships between the congregation and clergy.
    - Mike will meet with Canon to the Ordinary on September 1 to discuss possible candidates, compensation expectations, and options for Holy Cross. Perhaps the Canon might be able to tell us the feelings of available priests as to being priest-in-charge or long-term supply priest.
    - We have a list of supply priests available.
    - The BC acknowledged that a priest-in-charge would likely be part-time and that an appropriate compensation and benefits package would need to be developed in consultation with the Diocese.
- Approval of Audit Committee 2025 Report

    - The BC reviewed the 2025 Audit Committee Report. The audit team reported that financial records were in good order and that minor discrepancies had been resolved or were insignificant. No significant financial concerns were identified.
    - Three administrative matters remain to be addressed: follow-up with the State Attorney General regarding the facilities fund, completion of an inventory, and development of a disaster plan.
    - M/S to accept – Judy/Grant – accepted unanimously.
- Outreach Opportunities (information only)
    - Judy retook Lay Eucharistic Visitor training has been renewed online. She still needs to retake Safe Church class.
    - Three possible outreach opportunities were briefly presented:
        1. All Saints Vista Food Pantry that replaced their Humanity Showers outreach. They will accept a broad range of food items, household essentials but not food.
        2. Showers of Blessing at St Andrews in Encinitas that provide showers and essential items. They accept clothing, hygiene supplies, and other assistance,
        3. La Posada Interim Housing Program, which provide interim housing and food for homeless men and farm workers.
    - The congregation will be asked what outreach they want to support.
- Christmas Decorating
    - Because of the way the calendar falls this year, Holy Cross should be able to begin putting up Christmas decorations during the second week of December without conflicting with JCoSD activities. Plans will be coordinated for retrieving decorations from storage and organizing decorating.
- Holy Cross Day
    - Although Holy Cross Day falls on September 14, the feast will be observed by the congregation on Sunday, September 13. The service will include the traditional red hangings and vestments along with hymns appropriate to Holy Cross Day. The Altar Guild and musicians will be notified.

Adjournment – 5:27 pm

Next Meeting: September 22, 2026