

# MINUTES: April 10, 2018

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## St. Hugh's Bishop's Committee

Jacque Swerdfeger (Bishop's Warden), Jim Sales (2020, People's Warden), Fr. Dan Rondeau (Vicar), Jeff Turner (2019), Terry Kurr (2019), Robyn Ritchey (2020), Carol Rondeau (Clerk and Sunday School), Neil Passage (Treasurer), Ed Hansen (Music Minister), Patricia Horkey (Candidate for Ordination), Diana Kurr (Altar Guild)-Ed excused

1. Prayer -**Father-Dan opened the meeting with a payer @10:01**
2. Call to Order -**10:01**
3. Review and Update Agenda (add items to New Business as necessary)
4. Approve Minutes from the February 13, 2018 Meeting -**A motion was made by Jacque to approved the minutes. Jeff seconded. All were in favor.**
5. Treasurer's Report (Neil) -**Report submitted.**
6. New Business-
  - a. Parochial report -**Motion made by Jacque to approve the report. Robyn seconded the motion. All were in favor.**
  - b. Outdoor chapel-shades to protect from sun. -**Jeff will donate the cables, etc. The issue will be placed before the parish on Sunday, April 15. Jacque will announce that Jeff will present news on the chapel after the service. Jeff will double check on the price. Donor plaque noting the offering and donor can pick the color. [A sad note: Jeff Turner died on Saturday, April 14, 2018. This project was postponed due to his death.]**
7. Old Business
  - a. Update on Ordination & Reception (April 14, 2018)
  - b. Formalize a plan for church safety and security -**Ongoing**
  - c. Update on Fund Raising for the Back Deck Project -**\$28,000 existing in money for the deck project**
  - d. Update on new signage for St. Hugh's and Temple Har Shalom -**Watch and wait**
8. Reports [Written Reports, please]
  - a. Bishop's Warden's Report (Jacque) -**Report submitted.**
  - b. People's Warden's Report (Jim) -**Report submitted.**
  - c. Candidate's Report (Patricia) -**Report submitted.**
  - d. Music Ministry Report (Ed) -**No report submitted**
  - e. Altar Guild Report (Diana) -**No report submitted. Discussed: Jazz Service**

- f. Sunday School (Carol) –**Report submitted.**
  - g. Vicar’s Report (Fr. Dan) –**Report submitted.** (verbal)
9. Closing Prayer and Adjournment –**Father Dan led us in payer at 11:24**

# Account Summary through March 31, 2018

St. Hugh Episcopal Church  
 25525 Tahquitz Drive  
 Idyllwild CA 92549-0506

## General Fund/Income Expense Statement 3/31/2018

	<u>2018 Budget</u>	Budget YTD 3/31/2018	<b>Actual YTD 3/31/2018</b>	Delta fav (unfav)
<b>REVENUE</b>				
Plate Income	\$ 32,000.00	\$ 8,000.00	\$ <b>6,267.65</b>	\$ (1,700.00)
Pledge Income	\$ 15,000.00	\$ 3,800.00	\$ <b>2,133.00</b>	\$ (1,700.00)
Facilities Use	\$ 5,000.00	\$ 1,300.00	\$ <b>1,100.00</b>	\$ (200.00)
Non Cash Donations	\$ 500.00	\$ -	\$ -	\$ -
Vicar's Discretionary Fund	\$ (1,000.00)	\$ (300.00)	\$ <b>(750.00)</b>	\$ (500.00)
Transfers to "Designated Outreach Idyllwild Help Center"	\$ (3,000.00)	\$ (800.00)	\$ <b>(750.00)</b>	\$ 100.00
Building & Grounds Contingency Fund	\$ (4,000.00)	\$ (1,200.00)	\$ <b>(1,200.00)</b>	\$ -
Transfer to/from Designated Funds		\$ -	\$ <b>5.00</b>	\$ -
<b>Total Revenue</b>	\$ 44,500.00	\$ 10,800.00	\$ <b>6,805.65</b>	\$ (4,000.00)

<b>EXPENSES</b>				
Mission Share	\$ 5,700.00	\$ 1,400.00	\$ <b>1,413.00</b>	\$ -
	\$ 5,700.00	\$ 1,400.00	\$ <b>1,413.00</b>	\$ -
<b>PERSONNEL</b>				
Clergy - Housing Allow	\$ 13,000.00	\$ 3,300.00	\$ <b>3,000.00</b>	\$ 300.00
Supply Clergy	\$ 1,000.00	\$ 300.00	\$ <b>207.66</b>	\$ 100.00
Organist	\$ 10,400.00	\$ 2,600.00	\$ <b>2,525.00</b>	\$ 100.00
Janitorial	\$ 3,000.00	\$ 800.00	\$ <b>152.98</b>	\$ 600.00
	\$ 27,400.00	\$ 7,000.00	\$ <b>5,885.64</b>	\$ 1,100.00
<b>PROGRAM &amp; WORSHIP-SWEEPS</b>				
Service	\$ 100.00	\$ -	\$ -	\$ -
Worship	\$ 200.00	\$ 100.00	\$ -	\$ 100.00
Evangelism	\$ 3,000.00	\$ 800.00	\$ <b>686.40</b>	\$ 100.00
Education	\$ 200.00	\$ 100.00	\$ <b>42.59</b>	\$ 100.00
	\$ 3,500.00	\$ 1,000.00	\$ <b>728.99</b>	\$ 300.00
<b>ADMINISTRATIVE</b>				
Office	\$ 100.00	\$ -	\$ -	\$ -
Postage	\$ 100.00	\$ -	\$ <b>112.77</b>	\$ (100.00)
	\$ 200.00	\$ -	\$ <b>112.77</b>	\$ (100.00)
<b>FACILITY REPAIR</b>				
Utilities - Water, Gas, Elec, Cable	\$ 5,400.00	\$ 1,400.00	\$ <b>1,304.51</b>	\$ 100.00
Other Operating Exps	\$ 900.00	\$ 200.00	\$ <b>75.00</b>	\$ 100.00
Insur - Prop & Liab, Bond	\$ 1,800.00	\$ 500.00	\$ <b>693.50</b>	\$ (200.00)
Facility Repair	\$ 2,700.00	\$ 700.00	\$ <b>734.25</b>	\$ -
Termite Insurance	\$ 250.00	\$ 100.00	\$ -	\$ 100.00
Property Tax	\$ 100.00	\$ -	\$ -	\$ -
	\$ 11,150.00	\$ 2,900.00	\$ <b>2,807.26</b>	\$ 100.00
<b>MISCELLANEOUS</b>				
Miscellaneous	\$ 400.00	\$ 100.00	\$ <b>104.81</b>	\$ -
<b>TOTAL EXPENSE</b>	\$ 48,350.00	\$ 12,400.00	\$ <b>11,052.47</b>	\$ 1,400.00
<b>NET INCOME</b>	\$ (3,850.00)	\$ (1,600.00)	\$ <b>(4,246.82)</b>	\$ <b>(2,600.00)</b>

BISHOP'S COMMITTEE MEETING  
APRIL 2018  
BISHOP'S WARDEN REPORT

**FELLOWSHIP**

The new calendar for fellowship sign-ups has been posted; volunteers for providing after service refreshments are currently being encouraged. Supplies for fellowship continue to be restocked as needed.

Arrangements have been made for cookie deliveries to the church for the upcoming ordination in San Diego. These are scheduled for this Wednesday during Bible Study and Thursday from 2-4.

Continued monitoring of announcements for time limits is a priority.

**COMMUNICATION**

Efforts to photograph and register new congregants and their pets for the Church Directory continues during designated Sundays.

The need for a communication chain within our congregation for disseminating information may be considered in the future for emergencies, notification of changes, etc. Or a master list to tap into when needed for use of email. *Neil + Don will make list of folks made*

Jacque Swerdfeger  
Bishop's Warden, St. Hugh's Episcopal Church  
Idyllwild, CA

From: **Rick Martinez** [mailto:rickmartinez@...]  
Subject:  
Date: April 9, 2018 at 9:34 PM  
To:

**people's warden report**

**10 april 2018**

**back deck:**

we finally have a masonry bid that can be incorporated into a general bid. maybe this week we can get a total bid from Shane Frost, an Idylwild local.

↓ \$46,000

**misc:**

1. thanks to bruce bainbridge who fixed a broken irrigation pipe and the kitchen cabinet latch
2. thanks to terry kurr who fixed one of the toilet handles
3. thanks to rick martinez who helped replace light bulbs in the nave
4. i will be working in the front garden now that spring is here and i am back in town.
5. rick martinez would like to donate a water feature to the church

ST. HUGH'S EPISCOPAL CHURCH

APRIL 10, 2018 BISHOP'S COMMITTEE REPORT

Patricia Horkey – Candidate's Report

- Inter-faith meeting on Tuesday, March 27, 2018.
  
- Spiritual Direction – on Tuesday, April 3, 2018 with my spiritual directress at St. Bart's.
  
- St. John's Episcopal Church in Indio – Thursday, April 19, 2018 assisting with the Neighbors -4- Neighbors food pantry and social service programs for the elderly and the poor.
  
- Continuing my formation with Fr. Dan as my pastoral care advisor and assists him with the various pastoral care ministry.
  - a. Leadership in Worship
  - b. Preaching
  - c. Eucharistic Ministry – Bringing Holy Communion to our congregants in their homes
  - d. Networking with individual congregants and with the various social services for assistance.
  
- Continuing to serve in the Precious Elder Ministry.
  
- Continue to be a part of St. Hugh's Prayer Team and Healing Service Ministry.
  
- Continue to give pastoral care by contacting members by phone and to continue to write and send prayer cards to the members of St. Hugh's. Continue to be a part of St. Hugh's liturgical team.
  
- Presiding and assisting during Sunday Liturgy, Morning Prayer, and Holy Week.
  
- Ordination on April 14, 2018 at St. Paul's Cathedral.

Thank You, for your prayers and encouragement.

Blessings,

Patricia