

MINUTES: July 18, 2020 (ZOOM)

St. Hugh's Bishop's Committee

Jacque Swerdfeger (Bishop's Warden), James Sales (2022, People's Warden), Fr. Dan Rondeau (Vicar), Julie Roy (2021), Merrie VonSeggern (2021), Lisa Uhl (2022), Carol Rondeau (Clerk and Sunday School), Neil Passage (Treasurer). Permanent Guests: Ed Hansen (Music Minister), Diana Kurr (Altar Guild), David Haddad (Convention Delegate), Robyn Ritchey (Convention Delegate)

1. Prayer and Call to Order –**Opened in prayer at 10:02 AM; 10:03 called to order**
2. Review and Update Agenda –**No new items added.**
3. Approve Minutes of May 12, 2020 Meeting (There was no official meeting in June)
Julie and James made the motion to approve. All were in favor.
 - a. Approve Minutes of Special Meeting on May 26, 2020
Jacque made the motion to approve the minutes. Lisa seconded the motion. All were in favor.
4. Treasurer's Report (Neil) –**Report submitted.**
 - a. Proposal to fund a new stipendiary position: video editor for our continuing online offerings. –**Tabled. Douglas Burton is now working with Fr. Dan to produce and edit video offerings.**
After discussion of current needs: A motion was made to direct the treasurer to establish a Designated Digital Ministry Fund, to start with \$1000 from the General Fund. The motion was made by Julie and was seconded by Merrie. All were in favor.
 - b. Proposal to establish a Designated Digital Ministry Fund (Fr. Dan) See 4a.
 - i. **Discussion about digital opportunities: a suggestion was made for a digital Blessing of the Animals (Oct 3, 2020), animals in the background, a power point or a slide show. Birthday blessings for the congregation. A Labyrinth Walk online (James/Martha). Many ideas for possible follow up.**
5. Continuing Business
 - a. Keeping in touch with our Members & Friends (Merrie) –**Do not report to Merrie, rather, report to Carol (Clerk of the BC) if you cannot reach a person this will be forwarded to the Vicar**
 - b. Formulate plan for a phased reopening of St. Hugh's.
6. Reports
 - a. Bishop's Warden's Report (Jacque) –**Report submitted.**

- b. People's Warden's Report (James) –**Report submitted.**
 - c. Fund Raising and Community Relations (Julie) –**Report submitted: No fund raising opportunities undertaken since Covid-19.**
 - d. Music Ministry Report (Ed) –**No report this meeting.**
 - e. Altar Guild Report (Diana) –**No report this meeting.**
 - f. Sunday School (Carol) –**Report submitted: in touch with families, but in-person Sunday School remains suspended.**
 - g. Vicar's Report (Fr. Dan) –**Report submitted: ministry centers on producing online materials, connection via phone, email, and email blasts. Request: send what would hold your interest for a 25-35 minute online (YouTube) service**
7. New Business-
- a. Letter of appreciation to Dave Sandlin. **Fr. Dan to send**
8. Closing Prayer and Adjournment -**11:35 AM closed with prayer adjourned 11:36 AM.**
9. **Next meeting scheduled for Tuesday, August 18, 2020 at 10:00 AM via Zoom.**

MINUTES: May 12, 2020 (Zoom)

St. Hugh's Bishop's Committee

Jacque Swerdfeger (Bishop's Warden), James Sales (2022, People's Warden), Fr. Dan Rondeau (Vicar), Julie Roy (2021), Merrie VonSeggern (2021), Lisa Uhl (2022), Carol Rondeau (Clerk and Sunday School), Neil Passage (Treasurer). Permanent Guests: Ed Hansen (Music Minister), David Haddad (Convention Delegate)

1. Prayer and Call to Order –**Prayer led by Fr. Dan. Call to order at 11:00 AM**
2. Review and Update Agenda –**No Additions**
3. Approve Minutes of April 14, 2020 Meeting –**Lisa Uhl moved to accept, Jacque seconded; All in favor.**
4. Treasurer's Report (Neil) –**Report submitted. Merrie moved to approve the Adjusted 2020 Budget proposed by our Treasurer, James seconded. All were in favor.**
5. Continuing Business
 - a. Update Weekly Town Crier Church Ad –**Changes completed. Will change ad again as needed for both digital and in-person worship and study.**
 - b. Keeping in touch with our Members & Friends –**Will establish a phone tree to improve communication.**
6. Reports
 - a. Bishop's Warden's Report (Jacque) –**Report submitted.**
 - b. People's Warden's Report (James) –**Report submitted.**
 - c. Fund Raising and Community Relations (Julie) –**Will submit report.**
 - d. Music Ministry Report (Ed) –**Report submitted.**
 - e. Altar Guild Report (Diana) –**No report at this time.**
 - f. Sunday School (Carol) –**Report submitted.**
 - g. Vicar's Report (Fr. Dan) –**Report submitted.**
7. New Business
 - a. **James moved to release the suspended Vicar's Housing Allowance (March and April 2020) and restore the Housing Allowance on a monthly basis, Jacque seconded; All were in favor.**
 - b. **EXPLORATION: A PATH TO PHASED REOPENING –Preliminary discussion about logistics and the Bishop's guidelines. The conversation will continue.**
8. Closing Prayer and Adjournment –**Led by Fr. Dan; adjournment at 12:21 PM**

NEXT MEETING: TUESDAY, June 9, 2020 at 11:00 AM

MINUTES: May 26, 2020 (Zoom)

St. Hugh's Bishop's Committee

Jacque Swerdfeger (Bishop's Warden), James Sales (2022, People's Warden), Fr. Dan Rondeau (Vicar), Julie Roy (2021), Merrie VonSeggern (2021), Lisa Uhl (2022), Carol Rondeau (Clerk and Sunday School), Neil Passage (Treasurer).

1. Prayer and Call to Order –**Prayer led by Fr. Dan. Call to order at 3:34 PM**
2. James Sales introduced 2 immediate concerns for our consideration:
 - a. Parking lot repair and renewal. –**Proposals attached.**
 - i. **Consensus after discussion: The two proposal options will be taken up again (the August meeting was suggested). Jim Uhl volunteered to do a cold patch in the most damaged areas. James will continue to monitor the situation in the parking lot.**
 - b. Hans Bu and James Sales determined that we have a water leak. –**It was moved and seconded to spend up to \$1,000.00 (Building Contingency Fund) to detect the leak. All were in favor.**
 - i. **Consensus: American Leak Detectors (Palm Desert) recommended by local plumber for detection. Depending on what is discovered the repair will be made or (if the \$1K limit is exceeded) the Bishop's Committee will consider proposals for repair.**
3. A discussion about plans to reopen St. Hugh's to in-person worship, study, and meetings.
 - **Bishop Susan: reopen churches no sooner than June 21, 2020**
 - **St. Hugh's will need to submit a written plan about reopening for diocesan approval; plan to be approved by the Bishop's Committee**
 - **Use of outdoor chapel and labyrinth has great appeal**
 - **If Fr. Dan unable to lead worship, the diocese will help find/send Supply clergy**
 - **Distribution of communion discussed. Among ideas: disposable cups that could be reverently cleaned or destroyed (paper cups being burned, for example).**
 - **Use of speaker system discussed.**
 - **Agreed to meet again (Zoom) on Saturday, May 30, 2020 at 10:00 AM**
4. Closing Prayer and Adjournment –**Led by Fr. Dan; adjournment at 4:57 PM**

David Sandlin
Asphalt Repair
P.O Box 1976
Idyllwild, CA 92549
951-659-3528
david@sandlinandson.com

05/15/2020

Dear James,

The following is how we can restore the driveway at St. Hughs.

1. We would saw cut alongside the county road and remove all the old asphalt and that water trough. Haul away old asphalt. We would take the new asphalt down to where it says stop. This asphalt would be 2.5 inches thick. This would include seal coating it as well. This price : \$6,000.00
2. Main parking area: Thoroughly clean with brushes. Applying gator patch in certain areas. Cold rubber crack fill in some. Also, hot rubber crack fill. We would seal coat the whole entire area. This price: \$3,000.00
3. The oak stump that we had discussed.
Cost to grind and haul away: \$400 – This price for stump would have to be with other two proposals to keep the discounted price.

Other option for repair:

1. Saw cut and repair with hot asphalt, the area in front that is all marked with orange paint. Also, utilizing hot rubber around the seams. Seal coating this area. This price: \$2,500.00.
2. Main parking area: Thoroughly clean with brushes. Applying gator patch in certain areas. Cold rubber crack fill in some. Also, hot rubber crack fill. We would seal coat the whole entire area. This price: \$3,000.00
3. The oak stump that we had discussed.
Cost to grind and haul away: \$400 – This price for stump would have to be with other two proposals to keep the discounted price.

Price guaranteed for 30 days. If you want to go ahead with this please contact me ASAP to be put on list. We can also walk the area with you to discuss.\

Thank you,

David Sandlin

JUNE 2020 TREASURER'S REPORT

Here is a link to the [2020 Juned Financials \(published to the web\)](#) and [allied files](#).

[Here is a "downloadable" link in .xlsx format.](#)

Carol, here is a [pdf copy of the May's Treasurer's Report for attachment to the digital version of the minutes](#). The pdf copy should keep links alive so anyone viewing the pdf would have access to the full panoply of financial information.

June Concatenated Budget

The June Concatenation includes the March concatenation and the [Revised CV Budget for April, May & June](#).

[Please note that the Bishop's Committee at the May 15th meeting voted to revise the CV Budget by including the Housing Allowance as a budget item .](#)

MTD General Fund

The General Fund shows a [YTD 6/30 increase of about \\$3,000.00](#), that's down from the [\\$4,000.00 increase for YTD 5/31](#).

Collections for June were \$2,300.00, the lowest this year. I feel this reflects the near term range for collections, \$2,000.00-\$3,000.00 per month.

[Cash in Bank as of 6/30/20](#) is \$32,289.63.

Neil Passage



Treasurer, St. Hugh's Episcopal Church
Idyllwild, California
7/7/2020

BISHOP'S COMMITTEE MEETING
BISHOP'S WARDEN REPORT
JULY 18, 2020

FELLOWSHIP

The fellowship hour of St. Hugh's is now held as a virtual coffee hour on Zoom because of the coronavirus (COVID 19). It is currently held on Sunday, 11:00 to 12:00.

The link address is on the St. Hugh's website with the following information:

Meeting ID: 848 3877 5302

Password: 396366

A link to find the local number to dial for the Idyllwild area.

COMMUNICATION

Communication is done through phone tree, virtual visits, occasional home visits where appropriate, and the internet (website/emails, facebook page and forwarding of articles from Father Dan, etc.)

CHURCH SAFETY

Members of St. Hugh's continue to inspect the church for damage, unauthorized entry and safety issues during this time of church closure.

Respectfully Submitted,

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

People's Warden Report

19 July 2020

Water leak was fixed

Locks were changed at the church, currently only I have the key. Code for Pineo Hall is the same—only a few people have it.

Landscape cleanup will occur closer to when we open for in person services as well as a new coat of finish on the seats of the outdoor chapel.

Damaged cabinet door in kitchen repaired