

MINUTES: August 15, 2020 (ZOOM)

St. Hugh's Bishop's Committee

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

Permanent Guests: Ed Hansen (Music Minister), Diana Kurr (Altar Guild), David Haddad (Convention Delegate), Robyn Ritchey (Convention Delegate). **None attended.**

1. Prayer and Call to Order **Called to order at 10:02 with a prayer.**
2. Review and Update Agenda **No new items added.**
3. Approve Minutes of July 18, 2020 Meeting **Motion made by Merrie seconded by Jacque. All were in favor.**
4. Treasurer's Report (Neil) **Report submitted. Questions were asked about electrical usage. Neil to review usage (prior to virus and after) to understand better if something is amiss (i.e., is someone hooking into our electrical supply).**
5. Continuing Business
 - a. Keeping in touch with our Members & Friends (Carol) **Calling and emailing continues. Denise Gioeli has volunteered for a "Card Ministry."**
 - b. Formulate plan for a phased reopening of St. Hugh's (BC as a whole) **A plan developed by Fr. Dan and Carol needs to be tweaked. See also, Vicar's Report and our need for a Chair Person/Coordinator for a safe reopening.**
6. Reports
 - a. Bishop's Warden's Report (Jacque) **Report attached.**
 - b. People's Warden's Report (James) **Report attached.**
 - i. **Fr. Dan will call the diocese to determine what our liabilities are in regard to camping and grounds usage.**
 - ii. **A motion was made to purchase a banner to indicate our website, Facebook, and YouTube addresses by Jacque, seconded by Merrie. All were in favor. Fr. Dan will put exactly what should go on the sign before James has it made.**
 - iii. **Two keys will be given to the Temple for entrance should they need to get to the Torah in the event of an evacuation order.**
 - c. Fund Raising and Community Relations (Julie) **Verbal report.**
 - i. **The virus has limited what can be done (e.g., many would like to see Bingo restarted)**

- ii. **The leftover honey (a 2019 Fund Raiser) will be donated to the Presbyterian (Joan) free food table (Community relations).**
 - d. Music Ministry Report (Ed) **No report.**
 - e. Altar Guild Report (Diana) **No report.**
 - f. Sunday School (Carol) **Verbal report. Under current health and safety guidelines no meeting for Sunday School is possible.**
 - g. Vicar's Report (Fr. Dan) **Report attached.**
7. New Business. **No new business.**
8. Closing Prayer and Adjournment **The meeting closed with a prayer at 11:37.**

NEXT MEETING:
Tuesday, September 8, 2020 at 10:00 AM via Zoom

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.**

July 18, 2020 **Minutes and Reports** Here:

<https://bit.ly/2Yn0yoN>

JULY 2020 TREASURER'S REPORT

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

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

[Carol, here is a pdf copy of the June'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.

July Concatenated Budget

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

[Please see this Memo To File for an explanation of the Budget to Actual.](#)

Designated Digital Ministry Fund

Per the Bishop's Committee meeting on 7/18/20, a Designated Digital Ministry Fund was established by the transfer of \$1,000.00 from the General Fund. (Link to follow upon publication of the approved minutes)

Wind in the Pines

Father Dan,

Here are Wind in the Pines July financial figures:

Financial Information through July 31, 2020

	2020 CV Budget	Actual
Income:	\$17,200.00	\$26,301.92
Expenses:	\$24,200.00	\$23,596.74
YTD Income - Expenses	\$7,000.00	\$2,705.18

Fund Accounting Summary At July 31, 2020

General Fund	\$8,718.73
Designated Funds	\$21,967.19
Total All Funds	\$30,685.92

If you care to use them.

[Cash in Bank as of 7/31/20](#) is \$33,607.35.

Neil Passage

A handwritten signature in blue ink that reads "Neil Passage". The signature is written in a cursive style.

Treasurer, St. Hugh's Episcopal Church
Idyllwild, California
8/6/2020

BISHOP'S COMMITTEE MEETING
BISHOP'S WARDEN REPORT
AUGUST 15, 2020

FELLOWSHIP

As there are no church services in the church, there is no activity for fellowship other than online.

COMMUNICATION

The video recordings for the youtube Sunday Services are scheduled for Tuesday mornings from 10 - 11:30 in half hour increments and on Wednesdays (if someone cannot attend on Tuesdays). Douglas, assisted by George, handles the recordings. The Sunday Ministers have been enthusiastic and I have received positive feedback from those that have watched. The comment most heard is that they enjoy seeing the people as the lessons and prayers are read.

Since I will shortly be scheduling readers for the months of September and October, I would like to request that the Sunday Minister reader's list be added to by asking for more volunteers. As we are now using five readers for each Sunday, we repeat quite often. Also the more people that are personally involved, the more contact we have with each other.

I continue receiving phone calls on the church number on my cell phone.

Respectfully submitted,
Jacque Swerdfeger
Bishop's Warden
Saint Hugh's Episcopal Church
Idyllwild, CA

People's Warden | 15 August 2020

Refacing of columns is almost complete. This was a donation of time and materials by Tim Doyle and myself. We will be done by mid next week.

Various "campers" at the church: We have had 1 person who slept under the deck (he is gone now) and two people in small RV's. I let one stay the night as he said all the campgrounds were full. The other I shooed away as she was not respectful of our property. It is a fine line between being Charitable Christians and preserving our Facility. We might consider putting up a gate with pedestrian access to the labyrinth.

I am mystified by the high electric bill.

The outdoors will be cleaned up just prior to in-person worship unless we all decide to do it now...it really needs it.

New sign: Do we put up a temporary new sign that tell about our You Tube service and zoom Bible Study?

Respectfully submitted

James

Vicar's Report | 15 August 2020

Membership Updates

1. I request your approval to change several "Friends of St. Hugh's" to "Members." Since we have been moving to online tools for study, worship, and communication our "boundaries" have expanded. Here are the Friends who have indicated they would like to be considered Members: Becky and Jess Atilano, Diane Noble, Janet Reynolds and Bill Faurot, Bobbie Glasheen. Some are members of other congregations and some have not yet found a new church family.

Membership and Attendance

Total Active Baptized Members (31 December 2019)	93
Total Active Baptized Members (30 June 2020)	93
Friends of St. Hugh's (31 December 2019)	170
Friends of St. Hugh's (30 June 2020).....	185

My activities since "Safer-at-home" orders

My activities continue to be focused on keeping in touch with our Members (phone and email), gathering and sharing material for our Wednesday Bible Study (email and blog), preparing materials for our weekly Service of Readings & Prayer (and sharing our efforts via email), Wind in the Pines work, inviting folks to find a place/way to worship, and hosting the Fellowship on Zoom.

Planned and Phased Reopening of the Diocese

As you know, Bishop Susan has sent clear guidelines for reopening. At this writing she is permitting outdoor worship on a case-by-case basis. See: [A Path to Phased Reopening - Episcopal Diocese of San Diego](#) (April 30, 2020). [View or download the current checklist](#) for in-person worship.

If we are to petition to reopen for worship using our outdoor space, here are items for consideration:

1. I will submit the petition to the Bishop when it is ready. At this time I am being overly cautious and (reluctantly) will not lead in-person worship.
 - a) Rev. Patricia has indicated her willingness to lead in-person worship on a regular basis. I will prepare the worship materials for her and the readers. If we have a Service of Holy Communion, communion itself will be the bread only for all but the celebrant.
2. **We need one person to lead the effort. The Chair Person will:**
 - a) Recruit and schedule volunteers for set-up and clean-up, and volunteers to act as Greeter/Ushers willing to maintain all health and safety guidelines.
 - b) The Chair Person will need to supervise preparations (any cleaning, setting up sanitation stations, signage, and so on); so this person should be well versed in current requirements.
 - c) The Chair Person will be the ultimate authority about enforcing health & safety guidelines by ministers and participants.

3. Note: current health and safety measures dictate that there will be no books, hymnals, or printed worship aids for participants. There will be no singing. Music can be instrumental with strict guidelines about masks and physical distancing.

a) If Ed is asked to provide music, he will need to recruit helpers for set-up including audio system, and clean-up and supervise their work, reporting needs and concerns to the Chair Person.

Calendar items

Sunday, September 6.....Diocesan-wide celebration live streamed

Friday-Saturday, November 6 & 7
Diocesan Convention (on Whova)