

St Hugh of Lincoln, Bishop's Committee Meeting

April 12, 2016 MINUTES

Members in attendance-Jacque Swerdfeger (2017) Sr. Warden; Jim Sales (2018), Jr. Warden; Fr. Dan Rondeau, Vicar; Joy Woodman (2017), Jeff Turner (2017), Chris Knutson (2018); Neil Passage, Treasurer, Carol Rondeau, Clerk.

Parishioners in attendance-Bobbie Glasheen

1. Prayer

Almighty and everliving God, source of all wisdom and understanding, be present with those who take counsel in this Bishop's Committee Meeting for the renewal and mission of your Church at St. Hugh's. Teach us in all things to seek first your honor and glory. Guide us to perceive what is right, and grant us both the courage to pursue it and the grace to accomplish it; through Jesus Christ our Lord. Amen.

BCP 818, Adapted.

2. Call to Order: **Meeting called to order 10:06 am**

3. Review and Update Agenda (add items to New Business as necessary): **Add input on disaster plan and assignment of duties**

4. Approve Minutes from March 15, 2016 Meeting: **Joy moved to approve the minutes, Jeff seconded and all were in favor**

5. Reports

a. Senior Warden's Report (Jacque). **Report submitted**

Jacque and Jim will add details to the Disaster Preparedness Plan being developed by Jacque for the Diocese. Details may include: date to present plan to the congregation (possibly with the Mountain Disaster Leader for Area 5); storage for water; and, the possibility of filling our water tank.

b. Junior Warden's Report (Jim). **Report submitted.**

Motion made by Jacque to purchase a space heater for the Church Office (as opposed to fixing the wall heater). Motion was seconded by Joy. All were in favor.

Junior Warden informed the Committee that a new pressure valve for the property was needed. Will pursue installation. Currently: no pressure to irrigation heads for the Memorial Garden.

c. Seminarian's Report (Patricia). **Report submitted**

- d. Music Ministry Report (Ed). **Report submitted. Extended discussion about music, worship, and the Schola. Ed will recruit an organist/piano player during his vacation in June.**
 - e. Altar Guild Report (Diana). **No report this month.**
 - f. Vicar's Report (Fr. Dan). **Report submitted.**
 - g. Treasurer's Report (Neil). **Report submitted. Also available online.**
6. Old Business
- a. Decision: Memorial Day Yard Sale. **Consensus: skip Memorial Day Yard Sale and look to offer a Labor Day Yard Sale (Saturday only).**
7. New Business
- a. Disaster Preparedness Plan: **see comments above (Sr. Warden)**
 - b. Continue Calendar planning (June 2016 – January 2017)
Various liturgical days and events discussed. Calendar to be printed and distributed to BC Members.
 - c. Food to be delivered at the Help Center this Friday: **Help needed to unload.**
8. Closing Prayer and Adjournment: **The meeting closed at 11:37 am.**
Fr. Dan lead us in the Lord's Prayer.

Sr. Warden Report
April

Communication

Photos continue to be taken as congregants come forward. Possibly need to keep encouraging those left. Need: to compare list of congregants to photos received/taken to identify those missing.

Fellowship

Continues to be successful. Continued encouragement through announcements for calendar sign ups needed.

No one so far has come forward to co-chair coordination of fellowship and oversee preparation/cleanup.

Birthday/anniversary celebration gets positive reactions.

Disaster Plan

Outline for disaster plan needs to be discussed before submission to Diocese.

Yard Sale for Memorial Day

No one has expressed interest in chairing event.

St. Hugh Episcopal Church Disaster Plan

St. Hugh's is designated as one of five gathering/ staging areas in the Disaster Plan for the Idyllwild area. The Disaster Team for area 5 will gather in the St. Hugh's parking lot immediately after a disaster event occurs, along with the members of the immediate surrounding community. There is a storage container for supplies: food, medical and water and any other tools needed for the Disaster Team to do its work. The areas are clearly posted in the community via bulletin boards, in the phone book and in public gathering areas.

Building and Grounds

Propane to be checked and turned off if needed by
Tools to complete this task can be found

Water turned off if needed by
Main valve is located

Congregation Community

Complete photo Directory
Inservice for members as to their designated gathering place.

People's Warden Report

Bishops Committee Meeting

12 April 2016

Back Deck:

Revised plans are still with the county of Riverside awaiting approval. Neal to update how much we money we now have dedicated to the prooject

Misc Updates:

1. Kneelers on back row, right side have been installed.
2. Spring clean up of entire property completed, cost \$600.
3. Non working large coffee pot exchanged-works fine now.
4. Wall Heater in office needs to be replaced...recommend a space heater
5. Gave key to Dorothy Brooks so she can access where the TV is stored.

Respectfully submitted,

James Sales

ST. HUGH'S EPISCOPAL CHURCH
APRIL 12, 2016 BISHOP'S COMMITTEE REPORT

Patricia Horkey – Postulant's Report

- Continue to meet with Fr. Dan as my pastoral care advisor.

- The Commission On Ministry assigned a COM shepherd to continue to nurture and guided me as a postulant on my journey towards ordination.

- With the guidance of Canon Rev. Allisyn, I am receiving spiritual direction once a month from a spiritual directress who is associated with the Episcopal Diocese of San Diego.

- Continuing with St. Hugh's Pastoral Care Ministry, by bringing Holy Communion to our congregants and our neighbors who are in hospice care, convalescent homes and hospitals.

- During these next five to six weeks I will be completing research papers and taking written exams for my finals at CST. (Please pray for me, Thank You!)

- Continuing to service our elders in Idyllwild through the Precious Elder Ministry/Mountain Community Alliance Team.

- On March 25, 2016, Susan and I went to a convalescent home in Hemet to deliver quilts to the elderly.

- On April 1, 2016, I was able to assist a member at St. Hugh's with getting in contact with a Social Worker from the Riverside Counting Office on Aging.

- I will be meeting with the supervisor from the Riverside Counting Office on Aging, on Thursday, April 14, 2016. In regards to having a Case Worker assigned up here on the hill once a month to assist our elderly with receiving the appropriate benefits that are available to them.

- I will be assisting Fr. Dan, at the Wednesday Healing Service.

- Continue to assist with the Liturgical Service on Sundays.

- Continue to be a part of St. Hugh's Prayer Team.
- 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 assist when needed to drive a member from St. Hugh's to appointments.

Thank You!

Blessings,

Patricia

Music Minister Report

April 12, 2016

Easter tide is celebrated from the Easter Vigil until Vespers on Pentecost Sunday (27 March – 15 May, 2016). It is approximately fifty days. During this season we celebrate the Resurrection of Jesus Christ and His Ascension into Heaven. Of course, it is a season of profound joy.

The "Alleluias" are plentiful, the music is filled with God's love, mercy, and understanding. Over the three year Cycle of Readings and Gospels we encounter Low Sunday, Sunday of Divine Mercy, Good Shepherd Sunday, Jubilate Sunday, Paralytic Sunday, the Road to Emmaus Sunday, the Sunday of the Breaking of the Bread, Loaves and Fishes Sunday, and the Sunday of the Blind Man.

Thursday, 5 May is the Day of the Ascension of The Lord. It is traditionally a Holy-Day. The 6:00 p.m. Service will include a special "Ascension Anthem" sung by the Schola. Ten days later is the Feast of Pentecost.

The Schola continues to sing every Sunday, (usually with an anthem suitable for that particular Sunday) during the Offertory (Preparation of Gifts) of the Service. There is a bit of unrest in the Schola. Some think that there are too many rehearsals and Services required, others think that there are not enough. Some feel that we do not have enough social events. And others think that there should be more explanations of the Liturgical Year and the Holy Eucharist.

Thank you,

Ed Hansen, Minister of Music

Vicar's Report | 12 April 2016

Thank you for your leadership and service to this community.

Note: Items in bold are new or suggested for further discussion and/or evaluation

Communications

1. Pictorial Directory in process
 - a. **Missing from the BC (and our "Permanent Visitors")**
 - i. Jim Sales
 - ii. Patricia Horkey
 - b. Will send requests to our "Families" for photos
2. Featured congregation in the Diocesan Messenger. Well done!
 - a. **Links to view or download the PDF version are on our website**
3. Maintaining our website
 - a. **Use the site yourself. Your feedback is valuable.**
 - b. Encourage others to use the site.
4. Maintaining our Facebook Page (**still seeking other "editors"**). In addition I maintain:
 - a. Hear what the Spirit is saying (Christian Formation)
 - b. MC Alliance Against Gender-Based Violence
5. Send: Weekly E-newsletter and other occasional all-members-and-friends emails
6. Continue: Regular phone conversations
7. With Patricia's help: Note cards and E-cards are being sent to members and friends

New Member Updates

1. **Need your help with Guests**
 - a. SEEK OUT AND WELCOME GUESTS
 - b. **Help them sign Guest Book or Guest Card**
2. Guests in late March and early April (**potential new member**)
 - i. Many Guests at Easter. No new Guest Book Entries.
 - ii. **Gary Engel and Greg (04/03/16)**
3. **New Members**
 - a. **Jeri Wilcox (visited in February)**

Membership and Attendance

Total Active Baptized Members (31 December 2015)	78
Total Active Baptized Members (31 March 2016)	84
Friends of St. Hugh's (31 December 2015).....	115
Friends of St. Hugh's (31 January 2016)	122
Total Attendance 2015 through March 31.....	509
Total Attendance 2016 through March 31.....	550
Sunday Attendance 2015 through March 31	467
Sunday Attendance 2016 through March 31.....	525
Average Sunday Attendance 2015 through March 31.....	39
Average Sunday Attendance 2016 through March 31	44

Ordination Process

1. Patricia Horkey continues her journey to ordination. She is a Postulant, “Our Seminarian”
 - a. Patricia back in school
 - b. Patricia and I met with Bishop Mathes in early March

Pastoral Care and Serving Others

1. Healing and Holy Communion (Attendance in 2016: 25, Average: 5)
2. **Barbara Burgess died in March**
 - a. **Met with Josh Pirtle (Executor and Trustee of Barbara’s Estate)**
 - b. **Memorial Service scheduled for May 6, 2016 at 3:00 pm**
 - c. **Ashes will be interred in our Memorial Garden**
3. Through Patricia and others I have regular contact with homebound
 - a. Elliots (Patricia is the main contact)
 - b. Fr. Larry Bernier (continues on hospice and is weakening)
4. Precious Elder Ministry continues under Patricia’s Leadership
 - a. With my encouragement and participation Patricia continues to form a collaborative ministry—The Mountain Communities Elder Alliance—to the elderly in the Mountain Communities
 - i. The Alliance includes (so far) St. Hugh’s, Spiritual Living Center, Crossroads 243, Spirit Mountain Retreat Center, Idy-Elders, interested individuals, and local individual care providers.
 - ii. The next meeting of the Alliance will be scheduled after Easter
 - b. Patricia and continue a collaborative ministry to the elderly with the Pastoral Care Team of St. Margaret’s in Palm Desert.
5. Mountain Communities Alliance Against Gender-based Violence
 - a. With my encouragement and participation **Callie Wight has taken leadership of this local group.**
 - b. To date we have enlisted the support of the Idyllwild Rotary, the Idyllwild Soroptimists, Spirit Mountain Retreat Center, and the Idyllwild Arts Academy and the Idyllwild Library (Shannon Ng).
 - c. Other organizations being approached include schools, the Riverside District Attorney’s Office, and other local, faith-based communities.
 - d. The work of the Alliance, with Callie as Convener, continues to explore next steps.
6. HELP Center support
 - a. I am grateful for the financial support offered by our BC/Members.
 - b. Monthly food delivery continues with the support of St. Margaret’s and Thrive On
 - c. Reminder: Callie and Conor are members of the HELP Center Board
 - i. **Callie is now the Chair of the HELP Center Board**
7. ERD support
 - a. The weekly item in our newsletter is my continuing small step in keeping awareness of needs and ministry in front of the congregation
 - b. My hope is to be a partner with ERD in healing a hurting world
 - c. This is a “Beyond-the-Hill” ministry effort
8. Camp Stevens support
 - a. The weekly item in our newsletter is my continuing effort to keep awareness of the work of the Camp in front of the congregation

- b. My hope is to partner with Camp Stevens in ministry; the Camp would then become another one of our “Beyond-the-Hill” ministry partners
- 9. Mountain Communities Interfaith Alliance (St. Hugh’s leads the way)
 - a. Discussions about events the Alliance could sponsor

Education

- 1. The “Keep Learning” feature of our weekly newsletter is my attempt to extend our Educational Ministry to members and friends
 - a. I have begun to invite others to sign up for Hear the Spirit newsletter and blog
 - b. I am working on an Email/web based Bible Study geared to the Revised Common Lectionary (RCL)
 - c. I am investigating ways to have an internet based study group
- 2. Will invite others to the blog, “Hear what the Spirit is saying”

Funding Ministry and Stewardship

- 1. Continuing work
 - a. Church Pension Fund (CPF) offers online/print materials
 - b. Episcopal Church Foundation (ECF) offers online/print materials

Bishop’s Committee

- 1. Purchase Vestry Resource Guide for our use**

Worship Notes

- 1. Diana Kurr is now directing the work of the Altar Guild (Susan Simmons, Neil Passage, and Patricia Horkey). Job Description is in process.
- 2. I have invited Diana to attend BC Meetings as Altar Guild Directress
- 3. Listen to our members in order to help Ed and me evaluate and plan our worship
 - a. Let’s all work to maintain a prayerful reverence before and after worship and at the Peace.

Calendar items

- 1. Wed. 04/20/1610 am Healing Prayers and Holy Communion
- 2. Wed. 04/27/166 pm Taizé Service
- 3. Wed. 05/05/1610 am Healing Prayers and Holy Communion
- 4. Thu. 05/05/166 pm Ascension Day Holy Eucharist
- 5. Sun. 05/15/1610 am Day of Pentecost Holy Eucharist
- 6. Wed. 05/19/1610 am Healing Prayers and Holy Communion
- 7. Wed. 05/26/166 pm Taizé Service
- 8. Sun. 06/05/16Bishop Mathes | Celebrant and Preacher | Confirmation