



Minutes of the Vestry

October 15, 2007

Present: Heather Albrecht, Richard Beadle, Betsy Creedon, Mike DeFillipi, Lisa Flores, Susan Heinen, Monte Jahnke, Susan Larsen, Joe Maycock, Theresa Muzzi, Pat O'Brien, Jeff Stallings, George Sutton, Don Sweeny, Al Torp, John VanOsdol, Pat Wenzel, Brad Whitaker

Absent: Stuart Grigg

Guests: Mike Fournier, Mark Lorenger, Elaine Yates

I. Opening Prayer

Al Torp said the opening prayer.

Bible Study: Brad took some time to go over the Millennium Goals and he distributed a fact sheet from the UN web site on the Goals. The General Convention resolved to put the Goals before all parishes and CC has chosen to respond to these Goals.

II. Opening Matters

Announcements: Enough's Enough had a gathering of about 60 people with a variety of different reasons of why they attended. Enough's Enough II will take place October 28 and at that meeting Brad will provide a discussion starter, allowing time for fellowship and dinner.

- Staff had a great retreat with Susan Beaumont from the Alban Institute. Vestry has the packet Susan provided the staff entitled "Building Healthy Staff Teams".

Wardens' Comments: Monte Jahnke informed vestry that the DeHaven Trustees are meeting this week with Theresa and Scott concerning budget and allocation of monies.

- November 18 there will be an organ concert with Scott, "Haydn's Creation".
- In November, a meeting will take place with Lisa Gray to discuss the sexual prevention policy.

Pastoral Concerns: Slim Higbie is in the hospital; Doreen Taylor had hip replacement surgery; please pray for these folks and others in our parish.

Correspondence: No report.

III. Approval of the Minutes of September 17, 2007

The minutes were approved as circulated.

IV. Parish Ministries Reports

Parish Resource Ministries: George Sutton informed vestry that the Estate Sale is coming up – the preview party is Thursday, October 18, and the sale is Friday and Saturday, October 19-20, at the Snyder’s old home on Beverly Rd. Profits will go to outreach.

- George reviewed the ministry structure of Parish Resource Ministries (Attachment A) and how it is grouped. Buildings and Grounds and Conservation Trust are very closely related and Mark Lorenger and Elaine Yates attended the meeting to give an overview of these committees.

Review of B & G; Conservation Trust: Mark Lorenger distributed an overview of the Buildings and Grounds Committee (Attachment B) which states their responsibility is “to ensure that we are prudent with the church’s many resources and to ensure the safety of parishioners and visitors and maintain the value and integrity of all structures and grounds.” B & G is responsible for not only the church, but also for the three rectories, the Christian Ed building, and the grounds. Mark reviewed the skills and experience required of members along with the scope of B & G. He went on to explain how B & G interfaces with the Conservation Trust Committee. Mark also explained how B & G determines in what order of importance work needs to be completed. Once the committee determines the work that needs to be done, and they have received estimates from three contractors and have selected a contractor, they make a presentation to the Conservation Trust Fund Committee for the funds needed.

There was some discussion regarding major items being presented to the vestry for approval. However, it was noted that B & G serves as the voice of the vestry.

Elaine Yates distributed an information sheet (Attachment C) and gave the history and an overview of the Conservation Trust Committee. Elaine went on to explain that “to maintain the value of the trust the expendable amounts are determined through the reduction of the annual return of inflation.” CTC is made up of the rector, the treasurer, the senior warden, the B & G chair, and three trustees appointed by the senior warden. Elaine impressed on the vestry the importance of following the process to obtain funds from CTC.

Use of Clergy Housing (added under New Business): The Wardens, in conversation with Brad and Theresa, have established guidelines for clergy housing that was distributed to vestry. Monte impressed on the vestry that the three homes are tax exempt because they are clergy occupied; there are no leases signed or escrow created; this is not a landlord/tenant relationship. Since the clergy move with some regularity they do not acquire equity in a home; however, clergy does receive an equity allowance which is deposited into a retirement plan. Please review this proposal and be prepared to discuss it at the November meeting for adoption.

Parish Education Ministries: Jeff Stallings reported that Ron Spann has programs running at this time

- Youth had their first breakfast to raise money for Kiva and they raised over \$250. The youth will keep vestry abreast of who they distribute the funds to and the repayment of the loans.

Outreach Ministries: Susan Heinen reminded vestry that last month David mentioned that Bound Together did not get the funds needed to help with the fall program. But they are going to continue on and Nancy Osborn has gathered all the testing materials that are needed to test the children. The children will be young. They plan to have two tutors per child. Please consider tutoring; the program begins Wednesday, November 7.

- Outreach funding will have their last meeting of the year on Wednesday and a report will be given to the vestry and the parish regarding the funds that have been distributed.

Parish Life Ministries: Pat O'Brien reported that Lisa Flores chaired the Parish Life meeting on September 27 and it was well attended. There will be some restructuring of the Parish Life ministries.

Ministry Structure (moved from New Business): Brad mentioned that CC basically functions under six umbrellas (four of which we have) Parish Life, Parish Resource, Parish Christian Formation, and Parish Outreach. Under Parish Life there is Pastoral Care and Liturgy and Music that function as their own umbrella. Beginning next year Brad plans to create six umbrellas.

Brad presented a diagram to the vestry showing role clarification (see Attachment D).

- Vestry and rector – responsibility to work together to provide the vision and fiduciary matters of the parish.

V. New Business

Motion regarding Annual Committee Assessment: Mike DeFillipi stated that back in 2006 a job description for the vestry was ratified and there are some key items in the description that he would like to address. As vestry persons we oversee the business affairs of the parish which include fiduciary, facilities, human resources and volunteer efforts; we insure that there is an annual discussion and review of the total ministry of the parish; we formulate a budget and manage resources effectively; we formulate a comprehensive long-range plan for worship, education, outreach ministries, finance, human resources, pastoral care, lay ministry, property management, worship and parish life. Mike has received some questions from interested parishioners concerning the vestry's review of lay ministries. Therefore, Mike has compiled a draft for a vestry motion (Attachment E) along with two appendixes that he read to the vestry.

There was some discussion regarding goal clarification and the difficulty of getting reports from various committee persons. And the question arose, "What are we going to do with this information?" once it is collected. Mike explained that much of the information retrieved from the information gathered will be placed in ACS and it will show where the resources of the Church are going and how they're distributed in an objective way. Brad suggested that Mike present this to the ACS committee to make sure that we are putting to good use the information that is gathered.

Please provide Mike feedback to his e-mail address.

Millennium Development Goals: (Reported under Brad's announcements.)

Nominating Committee: Brad reported that the nominating committee needs to be appointed and approved by October 27, 2007. Please submit names to Betsy and Monte by e-mail. The By-laws require seven persons on the committee – four vestry (3 outgoing, 1 returning) and three non-vestry. Those who serve on this committee should have a broad vision of the parish.

Ministry Structure: (Discussed under Parish Life.)

VI. Old Business

Treasurer's Report: Pat Wenzel reported that year-to-date CC has collected \$441,464 in pledges. Total pledge amount for 2007 is \$969,606. Pat continued to go over the report that was distributed at the meeting. Finance Committee is meeting October 25.

Finance and Personnel Committees are in the process of looking at ways to reduce the health care benefits and the vestry will be kept informed.

John VanOsdol reported that CC has received twenty pledges for 2008; unfortunately vestry is not at 100%, so please get your pledges into Theresa.

VII. Vestry Reflections on Parish Programs, Ministries, etc.

VIII. Closing Prayer

Jeff Stallings said the closing prayer.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Kay Yntema-Gruner
Reporting Secretary

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