



Christ Church Grosse Pointe



Minutes of the Vestry

March 16, 2009

Present: Peggy Beadle, Libby Candler, Denise Crenshaw, David Dieter, Lisa Flores, Ted Hagan, Joe Katulic, Susan Larsen, Mark Lorenger, Joe Maycock, David McCoy, Theresa Muzzi, Pat O'Brien, Julie Sutton, Al Torp, Amie Sweeney, Don Sweeny, Jeff vonSchwarz, Brad Whitaker

I. Opening Prayer

Libby Candler opened the meeting with a prayer.

II. Parishioners' Comments

There were no parishioners were present at the meeting.

III. Opening Matters

Announcements: Brad informed vestry that two weeks ago he attended the Consortium of Endowed Parishes and there was a lot of good conversation on the endowments.

- Throughout Lent Brad has been doing his blog daily. Please take some time to read it.
- Our Junior Warden Libby Candler and former Senior Warden Betsy Creedon have been asked to form an ad hoc committee that will be a moving forward committee. It will be composed of several individuals that will work together to develop specific action plans to meet the goals and priorities we as a Vestry have set.

Wardens' Comments: Joe Maycock reported that due to the down turn in the economy it would be good to get financial information as to where we are during the year periodically out to the parish. Joe spoke with Jean Redfield about distributing, on a quarterly basis, the revenues and expenses of the church compared to the budget, along with information on the endowment, so the parish could see where we stand. This will be done through ACS.

- The Rector's Evaluation, which was sent out to the 2008 vestry, is overdue. Please send to Joe by March 20, 2009.

Pastoral Concerns: No one is in crisis at this time. However, many parishioners and their families still need your prayers.

Correspondence: Susan Larsen reported that Betsy Creedon sent out a thank you note for the Burundi gift. Brad mentioned that Betsy sent a note of thanksgiving for the 2008 vestry.

IV. Approval of the Minutes for January 12, 2009

The minutes were approved as circulated.

V. New Business

Stained Glass Windows: Joe Maycock reported on information he received from Elaine Yates and Mike DeFillipi regarding the stained glass windows project and he referred to *Factors for Vendor Selection* handout (Attachment A).

- The Stained Glass Window committee selected Rohlf's Stained & Leaded Glass Studio, Inc., of Mt. Vernon, NY for the following reasons:
 - Rohlf's can complete the project in the shortest period of time (2-3 years);
 - Rohlf's has the most full-time employees;
 - Rohlf's can handle more windows per phase. They've divided the restoration project into four phases. They can take as many as six windows in each phase. The windows will be removed and taken back to their own facility to be worked on. It will take about three and a half months per phase.
 - Rohlf's uses all of the techniques that are available;
 - Everything is done in-house and Rohlf's does not contract out;
 - Rohlf's has excellent references.

Elaine and Mike visited all three contractors listed in Attachment A and they were most impressed with Rohlf's. They hope to start the project around May 1st in the Nave. Tinted Plexiglas will be placed over removed windows.

Joe continued to inform vestry that if the donors do not pay the entire amount to be paid to Rohlf's at or before the time the contract with Rohlf's is signed, CC will need to obtain, from the donors, in writing, that they are committed contractually to make the contributions to the church that they promised when they are needed to make payment to Rohlf's. Once that is done an announcement will have to be made to the parish explaining what we are doing and why. Because of the economic times, how this is disseminated to the congregation is very important. Elaine will speak to the donors regarding possible added expenses. Before any payments are made to Rohlf's, the work done would be thoroughly inspected by Elaine and Mike.

The vestry suggested that an oversight committee be formed that would include Elaine and Mike and representatives from Buildings and Grounds, Finance, Conservation Trust, the Parish Administrator's office, and from the Vestry and Christ Church First so that everything can be covered, including questions and concerns, along with any extra costs.

The gift to be made from the donors is subject to the following conditions:

- The total amount of the gift is to be used to pay for the restoration of the stained glass windows which will be identified in the contract to be signed between CC and Rohlf's, and
- CC will establish a Stained Glass Windows Fund for the purpose of accumulating funds over a long period of time, probably 75 years or so, to replenish the amount which will be donated and used for the initial restoration. Those funds will be used for the future repair, replacement and restoration of the windows. The funds will come from periodic payments from the Conservation Fund, interested benefactors and the existing small stained glass windows fund, if permitted.

Joe said that there are three steps still to be taken before asking the vestry to approve the project. They are (1) to put the proposed contract with Rohlf's in form acceptable to CC and Rohlf's; (2) if the donors do not wish to pay the entire amount needed to restore the windows to CC at or before the time the contract with Rohlf's is signed, to obtain a binding commitment from the donors to pay this amount when it is needed to make payments from Rohlf's; and (3) to prepare documentation describing the establishment and operation of the Stained Glass Windows Fund satisfactory to the donors and CC.

Al Torp moved that the Vestry of Christ Church Grosse Pointe move ahead with the proposed three steps but not sign anything yet. The motion was seconded; thirteen Vestry members approved and two abstained.

DeHaven Endowment Trustee: We do not have someone to present at this time.

Conservation Trustee (added to agenda): Carrie Sutton moved that the Vestry of Christ Church Grosse Pointe approve Ed White as Conservation Trustee to replace George Sutton's resigned Vestry elected position. Pat O'Brien seconded the motion; all approved. (Note: George Sutton remains on the Conservation Trust as chair of Buildings and Grounds.)

Parochial Report: Libby Candler moved that the Vestry of Christ Church Grosse Pointe approve the Parochial Report as circulated. Pat O'Brien seconded the motion; all approved.

Vestry Dinners: There was discussion about proceeding with the vestry dinners as we have been or changing that procedure.

Denise Crenshaw moved that the Vestry of Christ Church forego the dinners and start the meeting at 6 pm starting in April 2009. The motion was seconded; all approved.

Relay for Life (added to agenda): Mark Lorenger reported that Relay for Life, an outreach event, is having its annual wine tasting event scheduled for April 23, at CC from 6-8 pm. They are requesting vestry approval for the event and for the liquor license for wine only.

Mark Lorenger moved that the Vestry of Christ Church Grosse Pointe approve the liquor license for Relay for Life Wine Tasting Party to be held on April 23, at Christ Church, from 6-8 pm. In addition, the Vestry approved the Relay for Life event which will be held May 16-17, 2009, at the Lake Front Park in Grosse Pointe Woods. Pat O'Brien seconded the motion; all approved.

VI. Old Business

Treasurer's Report: Jean Redfield reviewed the Treasurer's Report that was distributed at the meeting.

VII. Parish Ministries Reports

Parish Christian Formation Ministries: Denise Crenshaw reported that the Sunday Morning Bible Study completed the Gospel of Mark. The group will continue with the Passion and Death through Easter and then continue on through Memorial Day.

Lisa Flores mentioned that on Palm Sunday there will be an intergenerational Godly Play event and Adult Forum will continue on April 26, after the Easter break.

Parish Outreach Ministries: Mark reported that Crossroads fed 702 individuals on Sunday. Mark thanked Ted for organizing this event.

Don mentioned that it would be wonderful to do more than two Crossroads Soup Kitchens each year. He suggested that vestry take a Sunday, possibly the choir/youth could take a Sunday. Furthermore, Crossroads operates their soup kitchen every Sunday and anyone is welcome volunteer any Sunday.

The Gifts and Greens proceeds for 2008 are going to be disbursed to the beneficiaries. Just under \$16,000 was raised. Half will go to the Episcopal Diocese of Louisiana Office of Disasters Response and Grosse Pointe Partners Habitat.

Parish Life Ministries: Brad informed vestry that there will be a New Members' Class the end of April. On Pentecost Sunday there will be a welcoming liturgy for new members at the 10:15 service and a new members' dinner at the Rectory.

Parish Liturgy and Worship Ministries: Pat O'Brien thanked the vestry for their contribution to the Antiques Show Catalogue. The vestry has paid for a full page in the Antiques Show Book and has designated that this underwriting will be for the Rector's page.

- Last Saturday, Liturgy and Worship had their meeting and everything is under control and organized for the Easter season.

Don Sweeny added two items to the agenda.

- AT&T paid \$6,000 to CC in connection with the AT & T boxes which it will place on CC property. Don passed out a proposal (Attachment B) to show how Candy would like to use the money for landscaping along the Meadow Lane lot line. The proposal was referred to Buildings and Grounds for its recommendation to the vestry at its next meeting. (It is noted that according to Theresa, AT & T has agreed to place appropriate shrubbery around the boxes to be placed on CC property to screen the boxes from Grosse Pointe Boulevard, the CC front lawn, and the Meadow Lane property adjacent to the boxes. AT & T will pay for this landscaping. AT & T also paid CC \$6,000 for the easement to place the boxes on CC property.) On the reverse of Attachment B is a schematic showing different areas where parishioners and vestry can volunteer their services.
- Don Sweeny raised the issue of whether the Church should be paying for basic cable TV and internet service for clergy when a provision providing for payment by CC for these benefits for current clergy (but not for future clergy) had been deleted from the Clergy Housing Guidelines before they were adopted by the vestry at its October 20, 2008 meeting. Joe said that at that meeting Theresa had mentioned that payment for these benefits by the Church was called for by the clergy letter agreements with the Church. The Housing Guidelines state that clergy letter agreements take precedence over the Housing Guidelines. Joe further said that the provision in the Guidelines calling for CC payment for basic cable TV and internet service had been deleted from the Guidelines because they were inconsistent with the letter agreements. The letter agreements continue to control.
- Don also raised the issue that payment for cell phones in addition to telephone land lines for certain clergy was inconsistent with the Clergy Guidelines. Brad explained why, in his opinion, cell phones for certain staff were desirable. Don suggested that this matter be referred to the Personnel Committee.

Libby Candler moved that the Vestry of Christ Church Grosse Pointe amend the executive session minutes of October 20, 2008, to reflect the intent of removing basic cable TV from the Clergy Housing Guidelines. Pat O'Brien seconded the motion; Vestry approved with one abstention.

At a meeting of the Personnel Committee held on March 30, 2009 (subsequent to this meeting), Brad asked the committee to review the subject of benefits, including payment for utilities, provided to clergy, to obtain relevant information from comparable churches, and to make recommendations to him regarding procedures for determining and documenting such benefits. He also asked the committee to make recommendations how best to handle and document these benefits.

VIII. General Comments

IX. Closing Prayer

Susan Larsen closed the meeting with prayer.

The meeting adjourned at 8:20 pm at which time the vestry and rector entered into an executive session after a short break.

Respectfully submitted, Kay Yntema-Gruner -
Recording Secretary

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