



## CCGP Vestry Minutes

7 March 2016

Attendees:

Lorenger, Mark (Sr. Warden)	Kienbaum, Karen (Jr. Warden)	Hix, Mike (Secretary)*
Van Culin, Andrew	Baruah, Sandy*	Gaskin, David*
Iannace, Lynnette	Knight, Scottie*	MacLean, Lisa
Sweeny, Donald	Walsh, Brendan	Creedon, Betsy
Redfield, David	Boeckler, Lori	Sutton, George
Bowe, Sarah	Hesse, Vicki	Hanoian, Scott
Ward, Diane	Sweeney, Amie (Treasurer)*	Bridgemohan, Areeta

**\*Absent from meeting**

### Summary of action taken:

- Approved the request to Conservation Trust from Building and Grounds
- Approved the Parochial Report for 2015
- Approved application for one day Liquor License for 2016 Events
- Approved the Management Response to the 2014 Financial Audit
- Approved the Goals with the amendment of adding two additional goals
- Approved the Easter Appeal being a targeted appeal to support Flint Water Crisis

*Call to Order and Opening Prayer*

**Call to order:** 7:10 p.m. by Father Van Culin.

*Celebrate the Wins*

- Lent Quiet Night with attendance of 40. The stations and reflection were well planned and executed by Rev'd Areeta and Rev'd Vicki
- Vicki's first baptism at Christ Church took place this past Saturday
- Vestry Retreat was a success
- Appreciation for Vicki Hesse's presentation at the Ecumenical Men's Breakfast
- CEEP conference was beneficial to participants



### *Decisions*

#### **Motion to Approve Conservation Trust Request**

The Vestry on a periodic basis, in alignment with the allowed four (4) percent annual draw will review and approve funding requests for project requests presented by the Building Grounds Committee to be made to the Conservation Trust Committee. This request is for allocation of \$48,875 to fund 6 projects as follows:

– Building tuck pointing	\$3,500
– Exterior Door Refinishing throughout	\$12,000
– Cement Repair on Campus:	\$7,500
– Drains in Parking Lot: Remaining 2 rebuilt	\$5,500
– Roof over CE Bldg. stairwell closest to Miller Hall repair/replace	\$6,000
– High Efficiency Boiler Upgrade and repair	\$8,000

The motion was moved by Lisa MacLean and seconded by Betsy Creedon. A discussion around the project for the high efficiency boiler took place. After the discussion the vote was taken and passed.

#### **Motion to Approve the Parochial Report**

Father Drew presented the membership numbers of the report. It was noted that the membership numbers for 2015 were not yet entered and Ms. DeAngelo sends her regrets for not completing this. A discussion around the definition of membership was held. Father Drew stated that to be a member who had to meet three criteria: Be baptized, attend regularly, and financial support the church. A discussion around the accuracy of our database membership numbers was held. Father Drew indicated that we are working on the database organization and clean up.

Diane Ward reported on the financial numbers of the report. Highlight of impact on fluctuation of numbers was discussed which included the following points:

- Foundations and Grants were removed from Pledge Commitments line in 2013 which explains the change in the numbers year over year. (Foundations/Grants continued to be shown as dollars received in Plate and Pledge line in the parochial report).
- Since 2006, there has been a steady decline in pledging households as membership has declined
- Some adjustments of where numbers are reported on the report which include: Choir Trip and Mission Trips are now recorded in Line 10
- Expenses have remained relatively flat when adjusted for staffing levels
- Capital Funds show some large numbers from donations in 2009 and 2010 for stained glass project.
- Choir Trip has an impact on total expenses. Years without Choir Trip included 2006, 2007, 2009, 2011 and 2012.

After the discussion the Parochial Report was moved for acceptance by Betsy Creedon, and seconded by Dave Redfield. The motion was passed to accept the report with the understanding that membership numbers would be added and submitted.

#### **Motion to Approve Liquor License**



The resolution on page 34 of the Vestry packet was reviewed. A one day liquor license is sought for the Pre-view party of the Antique Show on June 2, 2016 and Gifts and Green Party on December 2, 2016. The motion was moved to accept by Lisa MacLean and seconded by Brendan Walsh. The motion passed.

### **Motion to Approve 2014 Audited Financial Statement and Management's Response**

The full report was provide to the Vestry and an executive summary of the findings and managements response is found on page 31 of the Vestry packet. In response to a question it was noted that the Business Office provided itself some flexibility in meeting the requirement of an income statement for Fund 2 and 3 but was already working on developing the chart of accounts. It is anticipated that the income statement would be applicable in 2016 but the commitment is no later than 2017. No other questions were asked.

The motion to approve the audited 2014 financial statement and management response was moved by Brendan Walsh and seconded by Sarah Bowe. The motion passed.

### *Discussion Items*

#### **Vestry Goals**

Father Drew presented the Goals that he wants the Vestry to adopt and accept as the major priorities for the 2016 year as outlined on page 20 of the packet. After some discussion two goals were added:

- Policy on Blessings of Same Sex Marriages
- New Membership Program (Invite, Connect, Welcome)

The motion to accept the goals was moved by Betsy Creedon and seconded by Lisa Maclean. The motion was passed.

#### **Easter Appeal**

Father Drew shared that he has spoken with the leadership from the Outreach Grants Ministry, the Finance Committee, and the Wardens about a modification to the Easter Appeal, noting that approximately \$20k in annual operating funds are used to fund outreach grants provided by Christ Church. Coincidentally, the Easter and Christmas offerings generate approximately \$20k for general operations. Other churches have increased their Easter and Christmas donations by converting these general appeals for operations to targeted appeals for outreach. For this reason Father Drew recommends, with the support of the Wardens, Finance Committee, and Chair of Outreach Funding, that the Easter Appeal be a targeted appeal to support the water crisis in Flint.

The motion was moved by David Redfield and seconded by Brandan Walsh. The motion was passed.



### **Staff and Finance Reports**

Based on time, Father Drew noted that written reports from staff were provided. If there were any questions that any Vestry member had they could reach out to the appropriate staff who would help answer their questions.

### **Consent Approval of Minutes**

- December 7, 2015 Vestry minutes were approved.
- January 24, 2016 Post Annual Meeting Minutes were approved
- February 7, 2016 Vestry Minutes were approved

### **Minutes not approved**

- January 24, 2016 Annual Meeting Minutes were not approved. It was noted at an Attachment was not included.

The Meeting was closed in Prayer by Father Drew at 9:45p.m.

Submitted by:

Diane E. Ward  
Associate for Finance and Administration

Approved by:

Michael Hix  
Vestry Secretary

The next meeting of the Vestry will be held on April 4 2016.

### **Documents submitted:**

- Minutes of the December 7, 2015 Vestry Meeting
- Minutes of the Annual Meeting January 24, 2016
- Minutes of the January 24, 2016 Vestry Meeting Post the Annual Meeting
- Minutes of the February 7, 2016 Vestry Meeting
- Historical Parochial Report
- Finance Packet February 22, 2016
- Resolutions:
  - Building and Grounds Project Priorities 2016 with project list
  - 2014 Financial Audit and Management Letter with Executive Abstract
  - Application for One-Day Liquor Licenses
- Staff Reports:
  - Music
  - Christian Formation
  - Parish Life,
  - Outreach
  - Children, Youth, and Family Ministries
  - Facilities
  - Business Office