

Christ Church Vestry Meeting minutes

February 20, 2017

Present: Pastor Anna Doherty, Sr. Warden James Elam, Jr Warden Susan Bertrand, Treasurer David Waletzko, Teresa Shaw, Mike Johnson, Nancy Thompson, Kristen Wilson, Pat Jennings, Wayne Jarvis, Jenny Burke, Vestry Clerk Philip Vander Haar.

Absent: Louis Egwim, Rob Keech.

Called to order at 7:02 by James Elam.

Opening Prayer - Pastor Anna.

Approval of the Agenda -
The Agenda was approved.

Approval of minutes -
The minutes of the Annual Meeting were reviewed and accepted by the Vestry. The minutes will be presented for approval at next year's Annual Meeting.

The minutes of the January meeting were approved.

Scripture Reflection -
The Vestry read Matthew 5:1-12 and used the Gospel Based Discipleship technique to reflect on it.

Rector's Report -
Pastor Anna handed out a binder with material that would be helpful for the Vestry. It contained the Vestry Purpose Statement, the Canons of the Episcopal Church in MN, Employee Handbook, Articles of Incorporation of Christ Episcopal Church, Participation and Giving Trends, Mission Insight Data (demographic information about our area), 2015 Parochial Report, and a list of important contacts.

The Vestry Retreat will be held at The Inn at Shattuck St. Mary's on March 11th. At the retreat the Vestry will formulate a mission and vision statement.

Pastor Anna handed out a Vestry Covenant. Pastor Anna asked the Vestry to adopt the covenant. Mike Johnson moved to adopt the covenant. The motion was seconded by Wayne Jarvis and approved the Vestry. A copy of the covenant was circulated for Vestry members to sign.

Pastor Anna handed out the 2016 Parochial Report that needs to be filed with the diocese. This report needs to be approved by the Vestry. Mike moved the approval of the report. Pat Jennings seconded the motion. The motion passed. The Finance & Legal team will review the report to confirm the accuracy of the financials. If there are no corrections the report will be sent on to the diocese.

Sr. Warden's Report -

James Elam discussed how he plans to run the 2017 Vestry meetings. One change from previous years is that we are adding time for scripture reading and reflection. There will be a discipleship and mission section added to the meeting. To allow time for this we will expand the use of the consent agenda. The hope is that the increased use of the consent agenda will help decrease the amount of time spent on the business component. We want people to read material ahead of time to reduce the amount of time spent on it in the meeting.

James explained the responsibilities associated with making the announcements.

Safe Church training will be held at Christ Church on Saturday, March 25th. Charlene Peterson keeps the records of who has attended. The training is good for 5 years.

Vestry Liaisons – The following Vestry liaison assignments were made.

- Sue Bertram - Buildings & Grounds.
- Kristen Wilson - Faith Formation.
- Nancy Thompson – Hospitality.

We also have an ECMN Mission Opportunity. James will get additional information about this and what is involved before we determine whom to assign.

James asked people to come to the meeting next Sunday for the missional input meeting

To help improve the use of the consent agenda we are setting a deadline of the Friday before the Vestry meeting to receive the reports for the consent agenda. Phil Vander Haar will send out material on Saturday. We will send out agenda and previous month's minutes earlier in the week.

Financial Report -

Dave Waletzko reviewed the balance sheet and for the benefit of the new members explained the nature of the various funds that are listed on the balance sheet.

Dave reviewed the Treasurer's Report.

There had been a request at the Annual Meeting to see financial information. The Finance Committee will make a recommendation on what financial information to publish on the website.

Consent Agenda -

New Member Recruitment – James asked if we needed to ask for volunteers to help address envelopes. Wayne said that he would like to wait until we have the process worked out to recruit additional people to assist. Although, Teresa has volunteered to help but there will likely be more envelopes to address than can be handled by one person.

As there were no amendments to the Consent Agenda, they will stand as received.

Old Business -

Honor Boards – We have several plaques hanging in the stairwell. It is not clear as to the purpose of the boards. One is for 50-year members and the other is for memorials. They seem

to not to have been maintained since 2005. If we are going to have something like this up we either need to keep up with the program and keep the boards updated (and catch up with the missing info). There was discussion about whether we wanted to continue with the boards. The consensus was that we did not.

Wayne made a motion to take all three boards down and put them in the vault. Mike Johnson seconded the motion and the Vestry approved it by acclamation.

It was suggested that we put notice in the good news sheet prior to taking them down.

Internet Service – We are putting together a small committee together to help Pierre LePere find a good replacement for our current Internet service which is very slow. The challenge is finding a cost effective way to run the necessary lines to the church. The costs that have been quoted so far have been quite high. James and Mike will assist Pierre with this analysis.

Emergency Procedures - Pastor Anna and Catherine Harrington were going to work with Randy Pastorius to put together some emergency procedures. They will form a committee to break the work down into manageable pieces. Catherine will be staying on the committee and Diana Woletzko will join. This will leave us with a committee of four people.

Parking Lot -

- James added renovations to choir loft to the “parking lot”. It may require additional funding as the second phase of the organ project.
- James also added an item about a potential future need for added capacity on the board that hold name tags.
- Church use by the Indian community – The Indian mission couple filled out the building use form. However, they won't get keys until they attend the safe church training.

New Business

We have received an invoice of \$780 for inclusion in the Woodbury and Cottage Grove phone directories. James asked the Vestry if this was a good use of our funds. The general consensus was that printed directories were not very effective.

Jenny Burke moved that we cancel our spending on this. The motion was seconded by Teresa Shaw and passed by the Vestry.

James observed that we should be identifying leaders through out the year. This should be an ongoing effort and not just done at the end of the year to nominate new Vestry members. James is proposing that a committee be formed. It could be considered a “nominations/leadership development” committee. In the past this committee was made up of retiring Vestry members. Wayne observed that he had found it helpful that the person who recruited him to the Vestry was still serving on it during his first year.

The conclusion was that we will call it a Leadership Development committee and that we will flesh out what this means at the Vestry retreat.

Recap of Decisions and tasks assigned and items tabled

- The Vestry Covenant was approved and distributed for Vestry members to sign.
- The 2016 Parochial Report was approved.

- Vestry Liaison assignments were made.
- A schedule for the distribution of the Consent Agenda was agreed to.
- It was agreed to take down the “honor boards” that are currently hanging in the stairwell.
- It was agreed not to renew our inclusion in the Woodbury and Cottage Grove phone directories.
- We will pursue the establishment of a “Leadership Development Committee”.

Closing Prayer –

Pastor Anna offered a closing prayer.

Adjournment -

Teresa moved that the meeting be adjourned. The motion was seconded by Nancy and approved by the Vestry.

The meeting was adjourned at 8:45.