

## Christ Church Vestry Meeting minutes

December 19, 2016

**Present:** Sr. Warden Catherine Harrington, Jr. Warden James Elam, Treasurer David Waletzko, Teresa Shaw, Mike Johnson, Matt Stiles, Jane Pederson, Laura Niederhofer, Louis Egwim, Nancy Thompson, Wayne Jarvis, Jenny Burke, Vestry Clerk Philip Vander Haar

**Absent:**

Called to order at 7:02.

**Opening Prayer** - Anna Doherty.

Special Guests – Neelu and Philandra, two missionaries (originally from India) who want to run a bible study at our church came to the Vestry meeting. The main audience for their ministry is other Indians in the Twin Cities. They would minister to both Christians and interested Hindus. They are looking for a church at which they can conduct a Sunday service. They would like to use ours on Sunday afternoon. Services would be in English and Telegu. They are a non-denominational group. Initially, attendance would likely be around 15 people.

There was general discussion around the pros and cons of supporting this ministry. The consensus was that pending the successful background check that we should give them the opportunity to use our church's family room.

Matt Stiles moved that we pursue this by getting references and that we can make a decision at the January meeting. Laura Niederhofer seconded the motion. The motion passed.

**Approval of November Vestry minutes -**

A motion to approve the November Vestry minutes (with minor changes) was moved by Mike Johnson and seconded by Matt. The Vestry approved the motion.

**Approval of Agenda -**

Agenda reviewed and approved.

**Financial Report -**

Treasurer David Waletzko reported that the Balance Sheet looks good. He reviewed the proposed 2017 budget. We have a surplus in 2016 because we spent less on staff in 2016. This is a one time saving of approximately \$36,000. We recommend that we apply those to special projects as opposed to including it in the 2017 budget for on-going expenses.

A motion was made to set aside \$31,000 of the surplus for the reserve fund. This motion was moved by Mike, seconded by Matt and approved by the Vestry.

A motion was made to allocate \$4,250 of the surplus to the new member committee. This motion was moved by Mike, seconded by Laura and approved by the Vestry.

A motion was made to spend \$320 of the surplus on the welcoming books. This motion was moved by Wayne, seconded by Mike and approved by the Vestry.

### **Rector's Report -**

The open Nursery position has been filled. Susan Speidel is taking over for Pat Merritt. Katie Makousky will fill the second position. The post can be taken down from the website.

Pastor Anna provided a form designating the portion of her salary that goes to housing allowance. She indicated that \$33,600 of her compensation was for housing. This is reporting for Pastor Anna's taxes.

A motion was made to accept the designation of \$33,600 as Pastor Anna's housing compensation. The motion was moved by Pastor Anna and seconded by Mike. The Vestry approved the motion.

### **Sr. Warden's Report -**

Catherine Harrington reminded the Vestry of the Annual Meeting in January and that committee reports and other material for the annual report should be sent to the church secretary in early January.

Catherine reported the following candidates for Vestry. Sue Bertrand will stand for Jr. Warden. Kristen Wilson, Rob Keech and Pat Jennings will stand for Vestry.

Catherine expressed the pleasure and honor that she had being the Senior Warden this year and appreciated the support from everyone.

### **Jr. Warden's Report -**

James Elam reported on a meeting with Kelsey Shuster, the Missioner for Communications with the Episcopal Church in Minnesota. Kelsey met with a group at church about our use of Facebook and other social media.

### **Consent Agenda -**

James mentioned that we were right to go ahead and get the parking lot fixed even though we didn't have time to get \$600 pre-approved by the MTC. Everyone agreed that this was the right thing to do.

Mike discussed the Church bylaws. He has suggested updates to the bylaws to make them consistent with canons. A motion was made by Mike to update the bylaws. The motion was seconded by Matt and approved by the Vestry.

It was noted that progress has been made on the new signs for the church.

The coffee committee would like the Vestry to bring treats for the annual meeting.

### **Old Business**

There was no additional old business

### **New Business**

There was no additional new business.

**Recap of Decisions and tasks assigned and items tabled**

1. Vestry members are to provide reports for the Annual Meeting.
2. Pastor Anna is to follow up on background checks for the Indian couple that wants to conduct a ministry at our church.
3. Vestry members to bring treats for the Annual Meeting

The meeting adjourned at 8:25.

## **Building & Grounds**

- The Queens Drive and Afton Road monument signs have been installed. Another sign, that will be located near the lower entryway, will be installed in the spring when the frost leaves the ground.
- The snow plowing contract with the Green Co. LLC of Hastings seems to be working well. They came twice during last Sunday's snowfall.
- The MTC notified me that they will not reimburse Christ Church for part of the cost of the pot hole repairs we had made on our parking lot last fall (\$600). The reason being that they did not OK the bid before the work was done. I explained to the MTC that I had to act quickly on the bid because the cold weather was fast approaching and we or the contractor couldn't wait until the MTC approved the bid. Lesson Learned: We need to allow significant time for bid work to be done on our lot to allow the MTC to review and ok the bid before we have the work done.
- 13 watt LED security lights have been installed in the portico, reducing the total power consumption of the lighting from 700 watts to 91 watts. The big advantage is that these lights have a 50,000 hour lifetime so they will not need to be replaced for many years.
- The Christ Church volunteer snow removal teams are active and dedicated.
- The MTC notified the church of a rider complaint that our parking lot lights were off at 7:00 a.m. I checked our timer and found that it had not been reset from daylight savings time. I reset the timer so now the lights will stay on until the photo cell turns them off when daylight arrives.

James Elam

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## **Welcoming Committee**

In the past month the welcoming committee held a visitor orientation to answer visitors' questions and tell them about Christ Church. Following that meeting, three family units joined Christ Church. There are several visitors who want to attend a visitor orientation, but for various reasons they have not been able to attend.

Please be aware of members who have missed being in church for several Sundays, and if you will, please give them a call to let them know they were missed. If you are uncomfortable making calls, please give Nancy Forman the names

Nancy Forman

## **Communications**

The new signs are up! Both the front yard sign and the sign by the parking lot are sporting new, brighter, updated signs. Thanks to Mike Johnson and his team for pulling this together and executing it so quickly.

Church “wear” has a sign up sheet for various T-shirts, sweatshirts, etc that will be ordered in January for Christ Church members and families.

The communications committee met with Kelsey Schuster, the Missioner for Communications for the Episcopal Church of Minnesota. She critiqued our website and shared ideas of how to be better communicators in our church and community.

We continue to monitor new members and are looking in to ways to reach out to the community to create awareness of Christ Church.

Laura Niederhofer

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## **Finance & Legal Committee**

### *By Law Amendment*

The Committee is submitting two amendments to the By Laws: 1) to conform the name of the church as stated in the Restated Articles of Incorporation to Christ Episcopal Church and 2) to add Section 9.03 incorporating the language from the Restated Articles regarding the Rectors authority and voting rights at Vestry meetings.

The Restated Articles and By Law amendments need to be voted upon at the annual meeting.

The committee is also recommending publishing the Agenda items for the annual meeting including the names of the candidates for elective office at least 20 days before the annual meeting.

### *Church use Policy*

The committee is asking for clarification from our insurance company regarding insurance coverage for events held in or on our property and the advisability of not requiring a signed liability waiver. The committee is recommending that the Rector and/or Wardens have the discretion and authority to waive the signing of the Liability Waiver and Assumption of Risk document for Church facility use by individuals and small groups that do not have group insurance coverage in appropriate cases.

Mike Johnson