

Vestry Minutes – March 20, 2017

Christ Church Vestry Meeting minutes

March 20, 2017.

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

Absent: Louis Egwim, Nancy Thompson, Mike Johnson.

Guest: Chris Falteisek.

The Vestry meeting was called to order at 7:03 by James Elam.

Opening Prayer - Pastor Anna.

Agenda approved.

The minutes of the February meeting were approved.

Scripture Reflection.

The Vestry read Matthew 6:24-33 and reflected on it.

Ministry Review.

Chris Falteisek, Minister of Worship attended to give an update on the Worship Ministry. Chris commented that his job is more than just providing the music. It also involves the entire worship service and includes helping Pastor Anna with the liturgy. Additionally, he serves as the communication liaison with all of the music ministers. He also strives to support growth of the church. An example of this support is the idea of the concert series that he came up with. He is committed and excited about Christ Church. Chris reported that the amount of available work time is a constraint. One area where he receives assistance is from Kim Graff who is going to work with the children's music ministry.

Pastor Anna asked what the leadership could do to help Chris with his time constraints. Chris responded that one area in which he could use help is with the communication and publicity for the concerts. Chris also does some work on Facebook, although this is on his own time. He posts a lot of pictures to the Christ Church Facebook page. A lot of people, not just church members, like to look at the pictures. We don't really have someone assigned to manage our Facebook page. He likes to get pictures upload, but doesn't always have the time.

Vestry Retreat Recap

James Elam handed out notes on the mission statement that was developed at the Vestry retreat. He noted that the mission statement itself doesn't give a full sense of what the church needs to do to fulfill its mission. The way some churches have addressed this is to add "priorities" and "values" to help flesh out more specifics of how they actually act

on the mission statement. James handed out several examples of other church's mission statements.

A general discussion by the Vestry ensued. One particular point discussed was the importance of saying "all are welcome".

James will send out his notes from the discussion and let everyone take a shot at refining the wording.

Rector's Report

Pastor Anna reported on the second meeting of the Emergency Preparedness Committee. We have two 3-hour training sessions scheduled. They will be on May 6th from 9:00 a.m. to 12:00 p.m. and May 9th from 5:30 p.m. to 8:30 p.m. They will be providing the American Red Cross Friends and Family First Aid training. This is open to everyone. We would particularly like ushers, summer stretch volunteers, and the nursery staff to attend.

A group from the church will be proposing that we participate in a neighborhood garden. We are expecting an update from them at the next Vestry meeting.

Mike Johnson is interested in exploring having the church participate in the next "National Night Out".

Wayne Jarvis moved that Mike be allowed to explore the church's participation in the National Night out and if he thinks it appropriate register the church for its participation. The motion was seconded by Jenny Burke and passed by the Vestry.

Pastor Anna updated the Vestry on her investigation into the status of the memorial boards that are found in the stairwell. She reported that people were okay with the memorial boards being taken down. However, they would like the honor boards, which honor people who had been members of the parish for more than 50, years to be kept up. The decision was made to go ahead and take the memorial boards down and do more research on the honor boards.

Sr. Warden's Report

James Elam reported that he is making progress on scheduling Vestry ministry reviews. These are reviews that are similar to one that was presented by Chris at today's meeting. One common theme in early discussions is with low levels of participation. We may need to determine if there are activities that we should no longer invest our time in.

In general people felt that they needed more help with communication and publicity. One example was maintenance on the rain garden. This is something that has to be done. The church has committed to maintaining the rain garden. However, we only had a small crew show up to work on it.

Safe Church training is next Sunday. The Clerk and Treasurer are not required to do the adult component that is required for Vestry members.

Jr. Warden

Sue Bertrand reported that Building and Grounds Committee members would be attending in May. One of their concerns is getting younger members to serve on the committee.

Financial Report

Dave Waletzko reviewed the Balance Sheet and the Treasurer's Report.

Kristin Wilson asked if the Balance Sheet could include the previous month's balance. Dave said that he would look into whether or not that is possible.

Consent Agenda

James asked if there were any questions or comments.

The Building and Grounds report mentioned the need to replace some bearings in the exhaust fans on the roof. James asked if the cost of replacing the bearings will be substantial. Sue Bertrand responded that she did not think so.

There being no further questions, the agenda will stand approved as read.

Old Business

Leadership Committee - The responsibility of the committee is to develop and discern leadership. It was suggested that we should call it "Leadership Development Committee". An additional suggestion was made that it be membership be opened up to people not on the Vestry. The Vestry suggested several names for consideration.

Parking Lot

James distributed the current copy of the parking lot.

New Business

Wayne Jarvis thanked Teresa Shaw and Pat Jennings for stuffing and addressing envelopes for the mailing to new Woodbury residents.

Recap of Decisions and tasks assigned and items tabled

1. Pastor Anna will follow up on the honor boards (50 year parish members).
2. Vestry members are to look at mission statement. They should take into account the missional assessment in establishing priorities. James requested that Vestry members send him the top 3 to 5 priorities for the parish.
3. Mike Johnson will explore having the parish participate in the National Night Out.
4. The Leadership Development committee is looking for additional members.

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5. Dave Waletzko will explore updating the balance sheet to show the previous month's balance.

Closing Prayer - Pastor Anna.

The meeting was adjourned at 8:41

Rector's Report

As you may already know, the group wishing to use our building for bible study is now renting our space. They passed their background check and will be attending the Safe Church training on March 25. Their rent was set from the building use policy at \$25 per month. They are meeting Tuesdays from 6-8:30pm and Sundays from 2-4pm in the fellowship hall. They are on the calendar from now until the end of May, at which point we can evaluate and see how the space is working for them—and us—before scheduling them in for the rest of the year. There has been some minimal concerns from a small number of parishioners, mostly having to do with the frequency of use of the building. James and I believe those concerns have mostly been addressed, and thus far the rental arrangement seems to be working out well.

Blane Huppert is working with Kim and I to put out an email survey to the congregation evaluating our Children and Youth Programming. We want to gather data in order to effectively review the program and improve some aspects of our programming over the summer, so we can launch some changes in the fall. Some of the things we are asking are about curriculum preferences, youth group meeting times, etc. The survey will be emailed out to the congregation likely sometime early next month. Blane has offered his skills in research and creating surveys to the vestry, should we want to gather data and do evaluation of any other ministries in the future.

Other than that, things are going well. Our confirmation class this year is quite large—14 students—and we will be celebrating their confirmation at St. Mark's Cathedral on April 30. Anne VanderHaar and I have had a wonderful time teaching and leading that class so far.

Lenten evening prayer went well, although we had a small crowd. In future, we would like to advertise the service a little more widely in the community.

I have enrolled in a Missional Leadership class, through Luther Seminary, which will meet quarterly over the next year. It is a peer-based, web-based learning, so I will be studying missional leadership with other pastors from around the country. I hope to continue to grow my skills and capability in leading in mission!

Peace,

Pastor Anna

Senior Warden's Report

- Vestry retreat planning. Notes from our meeting are included.
- Completed Missional Management Course. Included Asset Mapping session with ~ 7 parishioners. Results from this session were included with pre-retreat material. We (Pastor Anna and I) are recommending this session be repeating later in the year with a larger representation of congregations. A more comprehensive identification of individual assets in the congregation would be beneficial.

James Elam

Children and Youth Ministry

Here are highlights for the past month.

- Kim Graff attended the Progressive Youth Ministry conference the first full week in March. There were several incredible workshops that offered ideas for future programming at Christ Church including one on telling Sacred Stories that will help shape the three-year Godly Play rotation that will begin in September.
- Spring Pre-T.E.C. will be held the first weekend in May. Kim Graff will attend with Christ Church middle school youth members.
- Youth Choir Rehearsals are going well. It is a small group, but it will hopefully start to grow.
- The Faith Formation Ministry Team began meeting on a regular day and time each month (The 2nd Sunday from 11:45 – 12:45). The last meeting was held March 12th, but Kim was the only one in attendance. It had been announced in the Good News and the weekly email blast for several weeks. Kim will continue working with Pastor Anna to determine how to boost attendance.
- Safe Church Training will be held at Christ Church on March 25th, led by Pastor Rex. McKee. Right now we have about 15 people participating in the training.
- The date confirmation at St Mark's was changed from April 29th to April 30th.
- VBS will be held July 10th – 13th. It will be an evening program this year.

Respectfully submitted,

Kim Graff

March 13, 2017

Building and Grounds

Some minor repairs were made this past month and not much activity with snow removal as we have had such little snow. There was a noise coming from the roof mounted exhaust fan for the restrooms, so Pierre went up on the roof and checked it out. We need to replace a couple of bearings, which will be done when it gets warmer. In the meantime the bearings were greased to get us by until then.

Next Saturday the group will help Laura Neiderhoffer clean up the tall grasses and plants from the Rain Garden.

Sue Bertrand

Communications & New Member Engagement

New Resident Mailings: The first set of letters were sent out this past week by Teresa Shaw, Laura Niederhofer and Wayne Jarvis to residents that moved in the month of February. There were 52 names on the list received from Woodbury City Hall, however 15 of those names seemed to be legal entities, not individuals, so only 37 letters were mailed. Wayne has put together a process of distributing packages to each person helping with addressing envelopes containing the addresses for each person, envelopes, stamps, letters and small signed notes from James / Anna. We will do this again at the beginning of April using the list of people who have moved during the month of March. After the April mailing, Wayne will be soliciting more participants to help hand addressing envelopes, particularly as volume will likely increase starting in May as more people move. The March mailing cost \$78.13, \$60 for buying the list, \$18.13 for stamps, however that does not include the indirect cost of envelopes / printing.

T-Shirts: All but one T-Shirt has been distributed. Wayne has had discussions with several people about possibly doing a polo shirt order in the spring as the weather warms up. If anyone feels strongly about that or something else related, please contact Wayne.

Wayne Jarvis

Welcoming Committee

From Mike Johnson:

We received two new members February 26, and there are two families who plan to join but could not be at church that day. New member photos are now being posted on the bulletin board in the entryway, so you will be able to put names with faces. Please make a point to visit with our new members. There are also several families who have been visiting, and we will invite them to our next Visitor Orientation which will be held Sunday, April 2 following the 10:30 service.

As always, we ask all vestry members to be aware of visitors every time you are at services or social functions. It is vitally important for visitors to feel welcomed by many people, not just two or three people as they leave services.

It is also vitally important for all vestry members to be aware of members whom you have not seen in church for a few weeks. They may be sick or they may need something our community can help with. It is also possible that something happened at church to upset or distress them, and we need to know that. Please let Pastor Anna and/or Nancy Forman know of any information you receive that would be helpful for us to know.

Nancy Forman

Memorial Committee

From Jenny Burke:

First of all, we have only \$45 in memorial funds at the moment, this from a memorial for Deb Makousky. We will probably have more memorial funds coming in, eventually, for Eve Coslett.

Someone, I cannot remember who, suggested a possible Memorial purchase might be an AED [Automated External Defibrillator]. They are not cheap [\$1,200 - \$4,000], but they could save a life! Marlys' Lutheran church has one available on site, donated by a parishioner. You might run this by the Vestry to see if they think this might be worth considering as a Memorial expenditure at some time in the future.

The other thing concerns the two plaques on the South and West walls in the South stairway:

The one on the West wall (the biggest plaque) contains names of past parishioners who have died. It has not been kept up and, in fact, we are not sure what the criterion is to be listed on it. I think there are names there from previous Christ Church parishes. The problem is, occasionally someone notices that their diseased loved on is not on it and they wonder why. We have no good answer.

The plaque on the South wall lists those who have been members of Christ Church for 50 years or more. Again, this plaque has not been kept up to date. To get it up to date, would require some research. I believe these names are just from Christ Church Woodbury members.

So the question is, what do we want to do? Can we take both plaques down and store them in the vault, or put them on a wall in a less conspicuous location, or attempt to bring them up to date. The Memorial Committee could use some feedback.

Thank you,
Pierre