

Vestry Minutes – May 15, 2017

Christ Church Vestry Meeting minutes

May 15, 2017.

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

Absent: Kristen Wilson, Louis Egwim.

Guests: Pierre LePere, Denny Davis, Rodger Pereyra.

Called to order at 7:00 by James Elam.

Opening Prayer - Pastor Anna.

The agenda and the minutes of the April meeting were approved.

Scripture Reflection.

The Vestry read and reflected on Luke 7: 36-50.

Vestry Opening.

Pat Jennings is here for her last Vestry meeting. She is resigning because she has too many other commitments and does not feel that she has the time to properly devote to the position. The Vestry thanked her for her service. There was general discussion on how to fill the position and names of individuals who were known to be interested were raised. The Vestry determined that the opening should be made known to the parish.

Ministry Review

Rodger Pereyra, Denny Davis and Pierre LePere attended to provide an update to the Vestry on the work being done by the Buildings and Grounds Committee. They handed out a written report. Pierre talked some about the history of the current committee and the struggle with recruiting new members. Pierre recounted a change made years ago from a previous practice of having the Junior Warden be the Building and Grounds chair. Pierre was supportive of this change since the previous practice resulted in a lot of turnover in committee leadership.

Some of the primary issues that they are encountering are:

- A lack of participation in maintaining the rain garden is a problem.
- They are getting too old to mow. This is hard on their bodies.

Denny talked about the important role that Pierre and Rodger play in coordinating things. The question was asked if we could we find a volunteer. We haven't been able to so far. What would it take to hire someone?

Pastor Anna asked Pierre if they could tell us something about the Eagle Scout project. As Pierre understands it they are going to clean up the front garden. Quinn is the person to contact about that. Rodger mentioned that there was a plan drawn up.

The Vestry thanked Rodger, Pierre and Denny for everything that they all do.

Rector's Report.

Pastor Anna reported that CPR training would be tomorrow night. There are 15 people signed up and there is room for others to attend.

A survey went out on youth and children's formation. Blane Huppert put the survey together. The deadline is the end of the week. Pastor Anna will share the results with the Vestry.

Sr. Warden's Report.

James Elam provided the announcement schedule through September.

Jr. Warden.

Sue Bertrand provided an update on the rain garden. When the rain garden was installed we agreed to a number of conditions around maintaining it. Finding sufficient volunteers to maintain our commitment has been an issue.

Sue reported on her follow up regarding the proposal for a neighborhood garden. She mentioned that the Building and Grounds Committee was concerned about going ahead with this without having sufficient commitment to maintaining it. Sharon Strangfeld and Matt Kuhn were told that it was off the table for this year since we really need to have someone take ownership of this. Pastor Anna reported that she talked to Sharon and Matt about this and they understood. We will bring it back up next year after some additional planning is done.

Sue reported that the outdoor security lights were replaced with high efficiency LED bulbs.

Financial Report.

Dave Waletzko reviewed the balance sheet. He noted that the Dire Need fund brought in \$1,675.11 from the special offering that was held. He also noted that the Flower fund balance is positive, although we haven't yet paid for the Easter flowers.

In the Treasurer's report we have started to see some income appear for the "food shelf building" fund raiser. However, most of the income and expenses from wine tasting will be realized in May.

Consent Agenda.

James asked if there were any comments or questions on the consent agenda. Since there were no comments the report will stand approved as read.

Old Business.

James handed out the updated document on mission and priorities. James requested that the Vestry approve the updated mission and priorities. Wayne motioned to approve the updated document and Teresa Shaw seconded the motion. The motion was approved by the Vestry.

Parking Lot.

James distributed the updated parking lot list.

Nametag Holder - One item he noted is that the nametag holder is getting full. He would like to either expand the one we have or build a new one. A suggestion was made that James see if anyone is interested in taking this on as a woodworking project.

Communication Coordinator – Pastor Anna reported that no one has come forward to volunteer. There was a general discussion about options for filling this void. It is possible that we could add responsibility to the church admin position or ask Chris Falteisek to take on additional responsibility. This would require the church to be willing to pay for the additional time required.

Phil Vander Haar suggested that the Vestry considering looking into developing a strategic staffing plan that would help guide the parish on any future staffing decisions.

New Business.

James provided an update on assistance that we are providing to a parishioner.

Mike Johnson provided an update on our plans to participate in National Night Out. We are registered with the National Night Out and with the City of Woodbury. Woodbury may provide a fire truck, police, EMT or something along those lines. The date for this is August 1st and it will take place from 5 to 8 pm. We will deliver flyers to adjacent neighborhoods. They are estimating the need for a budget of around \$500 to pay for food. The money will come out of the New Member recruitment budget. Since that committee can make this decision there is no Vestry action required.

The emergency preparedness committee is updating their plans. One item they have recommended is that we purchase an Automated External Defibrillator. A suggestion was made that we consider some sort of creative fundraiser.

Wayne asked how we should address the concerns raised by the Building and Grounds committee. James plans to discuss at the next pastor's roundtable and will bring it back for discussion at the next Vestry meeting.

Mike asked if he could let the Building and Grounds team know that we do intend to pay for weed treatment next year. The response was that it would be in the budget for next year.

Recap of Decisions and tasks assigned and items tabled

1. Pastor Anna will notify the parish of the Vestry opening. We will vote by mail before the next meeting.
2. James will find out if someone can take on building a new cardholder.
3. James and Pastor Anna will consider putting together a longer-term strategic staffing plan.
4. Mike will proceed with plans for the National Night Out.
5. James will discuss the Building and Ground Committee's concerns at the next pastor's roundtable and bring it up as new business at the next Vestry meeting.

Closing Prayer - Pastor Anna.

The meeting was adjourned at 8:55.

Senior Warden’s Report

- Worked with Finance & Legal to approve new copier lease. New copier will have the same capacity per month, however, will have the ability to print in color, create banners and a few additional features approved by Linda Deaver. New copier lease is \$100 cheaper per month than our current machine. Installation is scheduled for May 22nd.
- Continue to work with Pastor Anna on planning Christ Church program on ECMN Mission Opportunity for 2016-2017 focusing on racial reconciliation and creating safe space to tell our stories.
- Working with several members to provide support for new parishioner from West Africa. Created ride to work team and schedule. Numerous inquiries to agencies for clothing, food and financial support information. Seeking consultation from agencies on how to address parishioner’s basic needs. We have received a generous offer of a microwave oven and blankets, but are still in need of a small refrigerator and space heater.
- Submitted vestry announcement list for liturgical minister schedule for June through September.

<i>Vestry Sunday Announcement Schedule</i>	
<i>Sunday</i>	<i>Announcer</i>
Sunday, June 04, 2017	Mike Johnson
Sunday, June 11, 2017	James Elam
Sunday, June 18, 2017	Susan Bertrand
Sunday, June 25, 2017	Robb Keech
Sunday, July 02, 2017	Wayne Jarvis
Sunday, July 09, 2017	Jenny Burke
Sunday, July 16, 2017	Mike Johnson
Sunday, July 23, 2017	James Elam
Sunday, July 30, 2017	Susan Bertrand
Sunday, August 06, 2017	Robb Keech
Sunday, August 13, 2017	Wayne Jarvis
Sunday, August 20, 2017	Jenny Burke
Sunday, August 27, 2017	Mike Johnson
Sunday, September 03, 2017	James Elam
Sunday, September 10, 2017	Susan Bertrand
Sunday, September 17, 2017	Robb Keech
Sunday, September 24, 2017	Wayne Jarvis

- Participated in Emergency Preparedness committee meeting
- Continue to work with Communications committee (see Wayne’s report)
- Recognized Linda on Administrative Professionals' Day (April 26) on behalf of vestry.

Building and Grounds

The Building and Grounds activities for the past month have included the following:

- Loaded up cut plants, etc. from the Rain Garden in a large trailer donated by Outdoor Lab (the company that made the rain garden for us).
- Picked up the downed branches and put them on the wood pile.
- Cleaned leaves and sticks from the drainage to the Rain Garden.
- Replaced two burned out Outside security lights.
- Cut down last year's growth of cockle burrs from the South lawn- hauled them to compost site.
- Replaced one of the alter light switches.
- Had West parking lot security lights replaced [2 of 4 had failed].
- Replaced overhead security light outside of West Air Lock door.
- Reconnected wire to igniter for left oven of kitchen range checked all remaining igniters to make sure they are working correctly.
- Changed oil and filter on the X-Mark mower.
- Got a new battery for the John Deere mower.
- Teams have mowed the lawn four times this past month.
- Both Girl and Cub Scout troops have helped with grounds cleanup.
- Work is starting to replace our outside security lights with high efficiency LED bulbs.

Sue Bertrand

Memorial Committee

The update from the memorial committee is as follows:

There is a total of \$925 in the memorial fund, \$880 is for Eve Coslett and \$45 for Deb Macousky. Please note that these memorial funds are now kept separate from the General Fund and are only to be spent on appropriate memorials to Christ Church.

The large Memorial Board in the stairway landing going to the lower level has been removed at the request of the Vestry and is stored in the Vault.

The 50 year member recognition boards are still on the hallway wall and it is the wish of the Vestry that they be kept up to date by the Memorial Committee.

Thanks,

Jenny Burke

Communications & New Member Engagement

May 2017 Communications Committee:

New Resident Mailings: The third month of new resident mailings are being sent out soon. There were 100 total names on the list. The May mailing cost \$109, \$60 for buying the list, \$49.00 for stamps, however that does not include the indirect cost of envelopes / printing. There were six letters returned to sender that were sent out. We are going to be looking into this with Woodbury to understand why this would be the case as the people on the list from city hall are all conceptually new residents.

ECMN Meeting: The Communications Committee is meeting with Kelsey Schuster from ECMN in the next week or so. Now that we have settled some of our language around mission, we will be working with her on some best practices and opportunities to increase the community profile of Christ Church.

Wayne Jarvis

Welcoming Committee

We had a visitor orientation in early May, and three people were able to attend. We know that one of those attending plans to be reviewed at Christ Church. We also received one family May 14 as new Christ Church members. We plan to have another visitor orientation in June, and we know of several families who want to attend.

Please be aware of visitors and new members, and visit with them.

Mike Johnson