

Minutes of Regular Vestry Meeting
Monday, January 21, 2013
Christ Episcopal Church
Woodbury, Minnesota

The meeting was called to order at 7:04 pm by Ernie Ashcroft.

Present: Rector Ernie Ashcroft; Junior Warden Phil Vander Haar; Treasurer Aaron Twait; Clerk Catherine Jacobson; elected vestry members Tina Egwim, Laura Eryou, Greg Guffey, Catherine Harrington, Charlene Peterson, and Kristen Wilson

Absent: Senior Warden Janeen Leick; elected vestry member Shannon Erickson, Nancy Forman, and Jan Pereyra

Prayer and study: We read Luke 4:14-21 (in which Jesus read from Isaiah in the synagogue in Nazareth) using Gospel-based discipleship and three different translations of the text. After the first reading we asked ourselves, “What word or phrase struck me?” After the second reading we asked, “What is Jesus saying to me or to the church?” After the third reading we asked, “What is Jesus calling me or the church to do?”

Approval of the agenda: Catherine H. moved that the agenda be approved, with the addition of the reappointment of the treasurer and clerk. Motion seconded and carried.

Approval of vestry minutes: Greg moved that the minutes of the December 17th regular vestry meeting be approved, with a correction to the Communication & Marketing report. Motion seconded and carried. Catherine will resend the minutes to vestry members.

Reappointment of vestry treasurer and clerk: Charlene moved that Aaron be reappointed vestry treasurer and Catherine be reappointed vestry clerk. Motion seconded and carried. It was noted that Aaron will probably retire from his position in April, and it is expected that the vestry will appoint Kristen Wilson to be the next treasurer.

Stewardship report: Aaron said that we currently have 101 pledges, totaling \$282,405. We are down two pledging units from the end of last year. There are another five to six pledging units from which the team has not heard; the team is not optimistic that they will pledge. However, we have eight to ten new pledging units, and more than two-thirds of those who pledged last year increased their pledge this year. We have thus met the Stewardship Team’s target of \$282,000. Ernie said that the challenge will be to continue to grow the pledge base throughout the year. Charlene said that only \$800 in 2012 pledges did not come in; however, others overpaid their pledges. Charlene will put a note in the Good News sheet regarding unfulfilled 2012 pledges. Ernie noted that capital campaign pledges are coming in remarkably consistently.

Finance report: Aaron presented the treasurer’s report for December 2012 and the balance sheet for December 2012. There were several items of note.

Miscellaneous income was lower than budgeted because we had no weddings in 2012. Building use donations were higher than budgeted because Woodbury Lutheran Church used our grounds this summer. Open plate income was good for December but for the year was lower than budgeted because some people began pledging. Pledge income was good for December, at almost \$38,000; it is typical to see ~15% of the pledge income arrive in December. This amount includes \$4000 in 2013 pledges received in 2012. For the year, our pledge income was more than \$5000 greater than budgeted. Total income for 2012 was \$303,256.48.

Miscellaneous expenses ran high this year (almost \$4800 vs. \$3000 budgeted). These are primarily (1) checking account fees (\$40-50 per month, which is lower than we used to pay, because we changed banks), (2) payroll processing fees (~\$100 per month), and (3) supply priest costs (\$225 + mileage for a Sunday; ~\$260 for Rev. Shaver, whom we used eight times this year). We also rented space and purchased box lunches for the vestry retreat, and we paid Michael Strande for the lector training he provided. Vestry members discussed moving supply priests and retreat costs out of Administration to better reflect the nature of the expenses. For example, it was suggested that "Supply Priests" could have its own line item under "Sunday Morning."

Cleaning service ran higher than budgeted, because we are using it more than we did 18 months ago. Increased maintenance costs are also a trend. Utilities were quite a bit lower than budgeted (\$14,500 vs. \$19,000), and they will continue to be lower due to capital improvements we have made. Programs & Growth were lower than budgeted; this line item is primarily advertising, which was not pursued aggressively in 2012. Children, Youth, & Family was high this year; parental donations did not cover the cost of Bibles purchased for the youth. We continued to have significant donations for Loaves & Fishes in December. Overages with Hospitality and Nursery Attendant were largely due to the Alpha course that was held. We made a large diocesan Mission & Ministry Support (MMS) payment in December. Total expenses for 2012 were \$301,148.55. We therefore had a surplus of \$2100. However, if not for the prepaid pledges, we would have been short ~\$1900.

As of the end of the month, the checking account balance was ~\$56,000, though ~\$44,000 is for Ernie's sabbatical (held in the Transmittal Fund), and some of the funds are capital campaign pledges that had not yet been moved to the savings account for the Building Fund. The Building Fund has \$48,500 in it; some of this money will go to pay for the undercroft project, and the next big project is replacing the boiler in the spring.

The vestry received the treasurer's report.

Draft budget 2013: Aaron presented the draft budget for 2013. It is very similar to the 2012 budget. The pledge line item reflects committed pledges, plus \$4000 in growth, minus \$4000 in pledges prepaid in 2012. Wages are budgeted to be higher this year because the diocesan convention is requiring a 3% cost of living adjustment for all church employees; in addition, Ernie is receiving a step increase which also affects his pension. However, the total cost for secretarial wages will decrease because of the split rate between two secretaries. The parish life minister pension is increased, because the national church has directed such an increase. The parish life minister "in lieu" line item is larger than that for 2012, because one of the 2012 payments was made in 2011. In addition, a line item for parish life minister professional development was added to offset some of Dana Fath Strande's expenses for education for the priesthood. Increases in miscellaneous expenses, cleaning service, maintenance, and hospitality recognize the upward trend in those expenses over the last few years. The copying expense is

budgeted to be \$3400 lower than in 2012, because we have a new machine and new contract. The rector's insurance is also decreased, because it is expected that Bette Ashcroft will be going back on to her employer's insurance plan in 2013. The street assessment ended in 2012, and the diaconate formation line item was a one-time expense for 2012, so those line items appear as zero for 2013. After discussion, Phil moved that the budget be adopted as presented but with the utilities line item decreased by \$800. Motion seconded and carried.

Annual meeting: Ernie reminded vestry members that the annual meeting will be held on February 3, after a single 9 am service. Vestry members should turn in their reports for the annual meeting booklet to Marinda by tomorrow. Vestry members will bring treats for the annual meeting; Phil will coordinate our efforts.

Celebration dinner: A celebration dinner will be held the evening of February 2. Ernie said that we have lots to celebrate, including 17 new families in our parish. Ernie will also present the rector's cup at the dinner. Vestry members are encouraged to sign up to attend the dinner and to sit at different tables during the dinner.

Ministry team reports:

Building & Grounds: None

Communication & Marketing: Greg said that the second edition of our parish "stories" project went up this week with Michelle Rebholz's story.

Faith Formation: Charlene said that the team met on January 15. The Christmas pageant went very well. The peer ministry retreat will be held on January 25-27 at Ascension; ten churches will be participating, and several Christ Church kids will attend. There will be a Shrove Tuesday pancake supper and silent auction on February 12. There will be a Lenten retreat on February 24 from 5 to 8 pm; Jim Westcott will be doing a dramatic presentation. A Lenten soup supper will be offered every other week, on the same evenings as Wednesday Night Live. Our Mission 2013 project during Lent will be to support Queen Obasi's Community Health Initiative in Nigeria. During Ernie's sabbatical, we will try to hold one event a month.

Finance & Legal: Aaron presented a resolution granting Pierre LePere power of attorney for the church for an additional two years. Greg moved that the resolution be adopted. Motion seconded and carried.

Inreach: Laura said that she deferred to the wardens. Phil will talk with Janeen regarding their previous action items for Inreach.

Outreach: Catherine H. said that the team is working toward getting mobilized for the diocesan Lenten outreach projects.

Stewardship: None

Strategic Planning: None

Welcoming & Evangelism: Catherine J. delivered Nancy's report. New member orientations are planned for January 27 and 30 and March 17 and 20. Please greet and chat with visitors. Please also be aware of members who are absent for two or three Sundays. Please give them a call to check on them or notify Nancy.

Worship & Music: None

Reflections of retiring vestry members: Tina said that serving on vestry has been fun, and she's enjoyed it. It's been nice to get to know how the church is run and what is needed. Kristen said that she is excited to get involved as treasurer next year. She suggested that the bylaws and an introduction to the workings of the vestry be provided to someone coming in mid-year.

Junior warden's report: None

Senior warden's report: None

Rector's report: Ernie said that he would like to hold a vestry retreat off-site on either February 9 or February 16. This retreat, which would cover spiritual and pragmatic matters, would likely be held 9 am to 1 pm at Guardian Angels church. Catherine will send an email to current vestry members, asking them to respond to Ernie with which date works better for them. Ernie will contact new vestry members as to which date works better for them. Catherine J. reminded the vestry that the slate includes Paul Fisher, Dan Shoemaker, Susan Vold, and Jim Westcott.

In response to a question, Ernie said that he spoke with Mark Olson about the organ being stored downstairs; it has been sold and will be removed this weekend.

Final review: Catherine J. reviewed our action items:

- Catherine will resend the minutes to vestry members.
- Charlene will put a note in the Good News sheet regarding unfulfilled 2012 pledges.
- Vestry members should turn in their reports for the annual meeting booklet to Marinda by tomorrow.
- Vestry members will bring treats for the annual meeting; Phil will coordinate our efforts.
- Vestry members are encouraged to sign up to attend the celebration dinner and to sit at different tables during the dinner.
- Phil will talk with Janeen regarding their previous action items for Inreach.
- Catherine will send an email to current vestry members, asking them to respond to Ernie with which date works better for them.
- Ernie will contact new vestry members as to which date works better for them.

Adjournment: Ernie closed the meeting with prayer at 8:51 pm.

Catherine F. Jacobson, Clerk