

Minutes of Regular Vestry Meeting
Monday, March 18, 2013
Christ Episcopal Church
Woodbury, Minnesota

The meeting was called to order at 7:00 pm by Ernie Ashcroft. Ernie told the vestry that it would be Aaron's last vestry meeting, as he had submitted his resignation from the treasurer position, and that it would be Laura's last vestry meeting, because she would be moving to Austin, Texas. Laura's leaving came as a surprise, and vestry members expressed their sadness that she and her husband would be leaving Christ Church.

Present: Rector Ernie Ashcroft; Senior Warden Phil Vander Haar; Junior Warden Shannon Erickson; Treasurer Aaron Twait; Clerk Catherine Jacobson; elected vestry members Laura Eryou, Paul Fisher, Greg Guffey, Catherine Harrington, Jan Pereyra, Charlene Peterson, Susan Vold, and Jim Westcott; and guest Blane Huppert

Absent: Elected vestry member Dan Shoemaker

Prayer and study: We read Luke 19:28-40 (in which Jesus rides into Jerusalem on a colt) 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: Susan moved that the agenda be approved, with the addition of a presentation by Boy Scout Troop 72. Motion seconded and carried.

Approval of vestry minutes: Greg moved that the minutes of the January 21st regular vestry meeting be approved. Motion seconded and carried. Catherine H. moved that the minutes of the February 18th regular vestry meeting be approved. Motion seconded and carried. The minutes of the annual meeting, held on February 3, were reviewed by vestry members.

Presentation by Boy Scout Troop 72: Assistant Scoutmaster Tom Hunter and Senior Patrol Leader John Leinberger presented the vestry with a copy of Boy Scout Troop 72's charter. Laura moved that it be framed and hung in the fellowship hall, where the Scouts meet. Motion seconded and carried. Catherine H. will arrange for the charter to be framed and hung in the fellowship hall.

Capital campaign report: Blane referred vestry members to his written update. A total of \$244,735 has been pledged to the capital campaign; an additional pledge has been received since the committee's last update to the vestry. A total of \$202,089 has been received as of March 17. Reworking the undercroft and carpeting the youth classrooms are underway. The next projects will be to replace the furnace/hot water heater and install a zone system for heating. We have the funds in hand to complete those projects. After the furnace has been replaced and additional

funds have been received, the other projects planned for 2013 and the “Priority B” projects will be evaluated. Blane will put copies of the update out in the narthex after April 1.

Finance report: Aaron presented the treasurer’s report for February 2013 and the balance sheet for February 2013. There were several items of note. We received from the diocese a quarterly check from our investment accounts. Year-to-date pledge income is doing well at \$50,600. Income for the month was just over \$21,000. Office expenses year-to-date are \$1116; Aaron reported that \$600 was spent on paper that will last for most of the rest of the year, \$70 a month is spent on Church Windows accounting software, \$135 was spent on a music license for reprinting music, \$100 was spent on baptismal certificates, and \$90 was spent on checks. Utilities are running on par with last year. Children, Youth, & Family is running far under last year; spending on this item varies depending on when Dana Fath Strande needs supplies. This month January’s and February’s Parish Life Minister pension payments were made. Our second diocesan Mission & Ministry Support (MMS) payment was made this month. We spent \$24,500 in February, resulting in a monthly deficit of \$3400. Year-to-date income exceeds expenses almost \$5000. Our checking account balance continues to be health because it contains ~\$35,000 from the Lilly Grant (as shown in the Transmittal Fund). The Flower Fund is at -\$50; about 18 months ago the weekly cost of the flowers went up, but we did not begin asking parishioners to donate more when they sponsored the flowers. In addition, the parish pays for flowers some Sundays. The vestry received the treasurer’s report.

Church sound system: Phil and Shannon raised the question of whether we should purchase a third wireless microphone. We now have more people with speaking parts serving at the altar; in addition, on the days that we only have two people serving at the altar, an extra microphone would give us a backup in case one isn’t working. A wireless microphone would cost ~\$2000, though the committee could also investigate using a lapel microphone. The committee that worked on the sound system does not want to purchase another microphone immediately, because they are currently working with the vendor of the new sound system to iron out some issues, but they wanted to obtain a sense of the vestry with respect to purchasing another microphone. After discussion, Ernie summarized the sense of the vestry that we should purchase a third microphone when the issues with our vendor are solved. Phil said that we can decide where the money should come from after we receive a proposal.

Sabbatical arrangements: Phil said that we have priests scheduled to preside at our Sunday services through July. George Ham and Dana will be preaching on some Sundays. Phil, Shannon, and other vestry members will serve as hosts on Sundays, opening and closing the church, doing announcements, etc.; Phil will send out a procedure to those who are hosting. John Shaver should be the primary contact when pastoral care needs require a priest; George and Dana will handle other pastoral needs. On Sunday, April 7, the Adult Forum will cover what we parishioners will be doing while Ernie is on sabbatical. Jamie will cover programmatic events. The vestry is encouraged to come.

Coffee hour update: Ernie has approached eight pairs of people (spouses or friends) to serve as coffee hour team leaders. Each set of leaders will recruit four or five friends, and together the team will host coffee hour after the 8:30 and 10:30 services. With eight teams, each team will serve approximately once every two months. Ernie noted that the team leader commitment is for

one calendar year. Shannon will develop a detailed instruction sheet for setting up, cleaning up, and ordering supplies. She'll also determine when the teams start (sometime after Easter) and set up the rotation. Ernie will give the leaders' names to Shannon.

New treasurer: Ernie reminded the vestry that we've known that Aaron would be leaving us as treasurer. He's served for four years in that role, as well as as a vestry member prior to that. Vestry members were unanimous in expressing how much they'll miss him. Ernie told Aaron how much he's appreciated his clear way of presenting information and his relaxed, calm approach to his position. Ernie said that he's enjoyed working with Aaron; he's been a wonderful treasurer. Phil moved that the vestry appoint Dave Leick as the treasurer for the remainder of the calendar year. Motion seconded and carried.

Ministry team reports:

Building & Grounds: Jim said that the team met on February 24. They had had a request from an outside group to rent the Fellowship Hall regularly, year round. For several reasons, the team decided not to grant the request. However, the question was raised as to how facility rental rates are determined. Aaron will have the Finance & Legal team look into what we have charged in the past. Jim also noted that there have been several times in the past few weeks where the kitchen and Fellowship Hall have been left in a mess after Wednesday Night Live; the team asked that the issue be raised with the vestry. Ernie said that, especially during winter, the cleaning crew should clean the downstairs floor twice a week because of Wednesday night traffic. Jim will let the team know. Ernie will talk with Janeen Leick and ask the kitchen committee to discuss what should be done to properly clean up the kitchen.

Communication & Marketing: None

Faith Formation: Charlene said that the team will meet tomorrow night.

Finance & Legal: Aaron said that the team met last month. Their project for the year will be to put together a list of critical financial and legal documents and their location.

Outreach: Catherine H. said George and Dana are handling the diocesan Lenten Mission project. The team will welcome George's help when he becomes a deacon. The team will be having a food drive at several locations this spring.

Pastoral Care: None

Small Group Ministries: Susan said that the team will try to have its first meeting next month.

Stewardship: None

Strategic Planning: None

Welcoming & Evangelism: Paul said that four people attended yesterday's orientation; three are expected at Wednesday's orientation. He asked that, if we notice that people have been missing, we give them a call.

Worship & Music: None

Junior warden's report: Shannon said that the sabbatical planning team met and is planning monthly events, both individual events and group events, including a presentation on the Iona trail and a movie outside on our grounds. This will be our sabbatical, too!

Senior warden's report: Phil said that representatives of the small groups at church have been contacted, and that they will perhaps try to have a quarterly meeting. Easter morning coffee hour was discussed. Vestry members should think about who might fill Laura's term, and we will discuss that at next month's meeting.

Rector's report: Ernie said that he had two meetings last week with the bishop, one regarding Dana's progress toward ordination for the priesthood and the other regarding George's progress toward ordination for the permanent diaconate. The bishop is very pleased with Dana's non-traditional program and her progress; she'll be ordained to the transitional diaconate soon after he can demonstrate to the Commission on Ministry that she's covered all required areas, likely sometime next year. George will be ordained as a deacon on Thursday, June 27 at the cathedral. The vestry is encouraged to attend and should encourage others to attend, as well.

Final review: Catherine J. reviewed our action items:

- Catherine H. will arrange for Troop 72's charter to be hung in the fellowship hall.
- Blane will put copies of the capital campaign update out in the narthex after April 1.
- Phil will send out a procedure to those who are hosting on Sunday mornings.
- Vestry members are encouraged to attend the April 7 Adult Forum.
- Shannon will develop an instruction sheet for setting up, cleaning up, and ordering supplies for coffee hour. She'll determine when the teams start and set up the rotation.
- Ernie will give the coffee hour team leaders' names to Shannon.
- Jim will let the Building & Grounds team know that, especially during winter, the cleaning crew should clean the downstairs floor twice a week.
- Ernie will talk with Janeen Leick and ask the kitchen committee to discuss what should be done to properly clean up the kitchen.
- Aaron will have the Finance & Legal team look into what we have charged in the past for facility rental rates.
- Vestry members should think about who might fill Laura's term, and we will discuss that at next month's meeting.
- The vestry is encouraged to attend George's ordination on June 27 and should encourage others to attend, as well.

Adjournment: Ernie closed the meeting with prayer at 8:56 pm.

Catherine F. Jacobson, Clerk