

Minutes of Regular Vestry Meeting
Monday, July 15, 2013
Christ Episcopal Church
Woodbury, Minnesota

The meeting was called to order at 7:04 pm by Phil Vander Haar.

Present: Senior Warden Phil Vander Haar; Treasurer Dave Leick; Clerk Catherine Jacobson; elected vestry members Paul Fisher, Greg Guffey, Catherine Harrington, Jan Pereyra, Charlene Peterson, Kathryn Pratt, and Dan Shoemaker

Absent: Rector Ernie Ashcroft; Junior Warden Shannon Erickson; elected vestry members Susan Vold and Jim Westcott

Prayer and study: We read Luke 10:38-42 (in which Mary listened to Jesus's teaching instead of helping her sister Martha) 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: Greg moved that the agenda be approved. Motion seconded and carried.

Approval of vestry minutes: Phil moved that the minutes of the June 17th regular vestry meeting be approved, with edits to the capital campaign update and the Communication & Marketing report. Motion seconded and carried. Catherine J. will send the revised minutes to the vestry.

Finance report: Dave presented the treasurer's report for June 2013 and the balance sheet for June 2013. There were several items of note. Miscellaneous income was negative because we pay our wedding coordinator out of building use donations received for a wedding. The line item for Trustees of the Diocese is negative because our proceeds from a fund in memory of Neal Eddy go to Teens Encounter Christ. We received a building use donation from Bright Horizons Back-up Daycare, which uses our building and grounds for a week in August. Pledge income was low, in spite of there being five Sundays in June, because it's summer. We will wait until after the summer is over to make another diocesan fair share payment. We had a deficit of \$1147 for the month; we have a surplus of \$376 for the year. In general, income and expenses are on par with last year. Our checking account balance has decreased in past months, in part because we are spending Lilly Grant funds for sabbatical expenses. Dave also presented a spreadsheet of sabbatical expenses that we are putting against the Lilly Grant. These include Ernie's travel expenses, supply priests and interim staff (e.g., for a wedding, counseling, and Alpha), and congregational events (e.g., books, the Iona retreat). At this point we have ~\$11,000 left that we can spend on any appropriate sabbatical-related activities occurring through December 2014. Any funds remaining will be returned to the Lilly Foundation in January 2015. The vestry received the treasurer's report.

Sabbatical events: Phil reminded the vestry that August 4 is our welcome-home concert. In November we will have our session with author Dwight Zscheile. Parishioners are still participating in a walking pilgrimage. Charlene said that Ernie and Bette Ashcroft have arrived home safely from Australia and New Zealand.

There was a brief discussion of what's gone well (or not) during Ernie's sabbatical. Vestry members noted that the quality of our supply priests was very good. The "introductions" board in the narthex was a nice addition. Dana Fath Strande and George Ham were available to help with pastoral crises. Vestry members supported the concept of their continuing to "host" Sunday mornings and make announcements; it's a good way for our lay leaders to be visible. Phil will talk with Ernie about that, as well as about the possibility of wardens being at staff meetings. Some staff have appreciated their presence, and it makes sense for them to have more visibility with the staff.

These comments led to the suggestion that the vestry should have a governance role with respect to the staff, and that regular, written, performance reviews should be conducted and filed. It was also suggested that the vestry should have more of a governance role in parish activities. Jan noted that in the past *The Vestry Handbook* was distributed to new vestry members; she and others thought that that provided an important and useful introduction to their roles and responsibilities. Phil suggested that the vestry could (and perhaps should) have objectives for each year.

Ministry team reports:

Building & Grounds: Dave said that representatives from the Capital Campaign Committee have met with a company to discuss our drainage issue. The company is putting together a landscape plan, and they will meet again tomorrow. Our watershed district wants large landowners like us to keep their water on site rather than sending it through sewers. In addition, we need to keep water away from our building. The company is putting together a plan that includes three raingardens around the grounds and a grant request to cover the costs of the raingardens. If we receive the grant, this would be a 2014 project; if we don't receive the grant, we will still need to fix our drainage issue, and we have some capital campaign funds for that. The vestry discussed the need, should we receive the grant, to share the landscape design with the congregation, explain the reasons for putting in raingardens, and hear any concerns. One consideration is that some labor would be needed for planting and, in the first several years, maintaining the raingardens; perhaps the Boy Scout troop that meets at our church could help.

Dave also said that Pierre has told him that our parking lot needs repair, resealing, and restriping. Pierre has received an estimate of \$8000 for the work. Metro Transit would pay half, but we would still need to pay \$4000. Some maintenance funds may be available, but it was also noted that the funds to repay the capital campaign for the curb stop may come out of that line item. The vestry raised the possibility of waiting another year to do this work; in a year we will know if we will receive the grant or if we will need to use our own funds to solve our drainage issue, and if we do re-landscape, we'd rather any heavy equipment go over our old lot rather than a newly repaired lot.

Lastly, Dave said that the team is considering changing snow plow vendors. The one we used this year did a poor job and damaged the curbs of our parking lot. However, another vendor may charge us per plowing event, rather than a flat monthly fee, which is how our current vendor charges us. One prospective vendor has estimated it would take two hours to plow our lot; vestry members challenged that estimate. The sense of the vestry was that the team should make what they consider to be the best decision with respect to any plowing contract.

Communication & Marketing: Greg said he is caught up on website postings and edits, including vestry names, ministry team liaisons, and vestry minutes.

Faith Formation: Charlene said that the team did not meet this month. However, she's discovered that our parish can be added to eBay as a non-profit organization, and a portion of sales or an additional amount can go to us if buyers or sellers designate it. Because the vestry sees no down-side to this, Charlene will pursue adding us.

Finance & Legal: Dave said that the team met last month and will meet next month.

Outreach: Catherine H. is still planning to have a launch meeting. Alida Knoll and Mary Lee are coordinating a school supplies drive now; Andy Lee made the publicity poster in the narthex. Jan said that Loaves & Fishes has two more months (July and August) in which we will not have to pay for the main course; what will happen after that is not known.

Pastoral Care: Jan has met with George Ham and plans to have a team mission statement and goals in place by the next vestry meeting.

Small Group Ministries: None

Stewardship: Dan and Charlene said that pledge income is at 51% of what was pledged for the year.

Strategic Planning: None

Welcoming & Evangelism: Nine or ten new families have visited over the past month. Vestry members are encouraged to talk to visitors and to let Nancy Forman know if people have been absent so that she can call and check in with them.

Worship & Music: None

In addition, Kathryn has started rewriting the parish ministry pamphlet. She needs to confirm the contact people for ministries and ensure that they are okay with their contact information being in this pamphlet. Greg said that phone numbers and email addresses will be removed if the pamphlet is posted on-line. Charlene suggested that a ministry fair be discussed at a staff meeting.

Junior warden's report: None

Senior warden's report: Phil said the vestry had discussed having August's brief vestry meeting on Friday the 16th, with social time afterwards. Shannon has volunteered her house as the location. Vestry members should bring their own meat to grill and a side dish to share. Spouses are welcome. Phil will check with Ernie to see if this concept is still okay, and he will send a reminder to vestry members. Catherine J. will alert the congregation to the change in date, time, and location of the August vestry meeting via the Good News.

Phil said that he received a letter from Allianz regarding Patricia McGarry and a possible bequest. He will give the letter to Aaron Twait for follow-up. Dan will also look into it.

Catherine J. reminded vestry members that, after seven years as vestry clerk, she will be ready to turn this role over to someone new in January. Dave said the vestry will also need a new treasurer next year. Vestry members are encouraged to think of parishioners who might be interested in taking on these jobs.

Final review: Catherine J. reviewed our action items:

- Catherine J. will send the revised June vestry minutes to vestry members.
- Phil will talk with Ernie about vestry members continuing to "host" Sunday mornings and make announcements, as well as about the possibility of wardens being at staff meetings.
- Phil will check with Ernie to see if the concept of a brief August vestry meeting with dinner and social time to follow is still okay, and he will send a reminder to vestry members.
- Catherine J. will alert the congregation to the change in date, time, and location of the August vestry meeting via the Good News.
- Phil will give a letter from Allianz regarding Patricia McGarry and a possible bequest to Aaron Twait for follow-up. Dan will also look into it.
- Vestry members are encouraged to think of parishioners who might be interested in taking on the roles of treasurer and vestry clerk.

Adjournment: Phil closed the meeting with prayer at 8:50 pm.

Catherine F. Jacobson, Clerk