

Minutes of Regular Vestry Meeting  
Monday, March 18, 2014  
Christ Episcopal Church  
Woodbury, Minnesota

The meeting was called to order at 7:02 pm by Ernie Ashcroft.

**Present:** Rector Ernie Ashcroft, Senior Warden Shannon Erickson, Junior Warden Dan Shoemaker, Outgoing Treasurer Dave Leick, Incoming Treasurer John Potter, Clerk Michelle Rebholz; elected vestry members Catherine Harrington, Greg Guffey, Mary Lee Isely, David Waletzko, Jane Pederson, and Randy Pastorius. Matt Stiles participated by phone.

**Absent:** Susan Vold, Laura Niederhofler.

**Prayer and study:** Ernie led the group in prayer. We then read John Chapter 4, verses 5-42. We asked ourselves, “What word or phrase struck me?” “What is Jesus saying to me?” and “What is Jesus asking us to do?”

**Approval of the agenda:** Randy moved that the agenda be approved; motion seconded and carried.

**Approval of vestry minutes:** Catherine Harrington moved to approve the minutes. Motion seconded and carried.

**Annual meeting minutes:** Vestry members reviewed the minutes.

**Appointment of Treasurer:** Dave Leick stepped in as a short term treasurer at the beginning of 2013. John Potter is now willing to step into the role. Shannon moved to appoint John as treasurer and thanked Dave for his service. Motion seconded and carried.

**Preparing for Rector Transition:** Ernie stated he took points from the February minutes and gave to staff in case of questions regarding the transition.

The next step to discuss is the timeline. Ernie met with the Bishop on other items and mentioned the data gathering committee; the Bishop requested to meet with the wardens. The proposed timeline is for the Data Gathering committee to meet once before summer starts, and then regularly starting in September. The goal is that by the next annual meeting (February 2015), the committee will have a tentative report on a parish profile. After further discussion, it was agreed that the tentative report would continue to be updated and refined after the annual meeting and possibly presented at a parish meeting around May 2015. At the time of Ernie’s departure, the Search Committee could start its work.

Catherine Harrington moved to appoint Dave Leick as the Chair of the Data Gathering Committee with the qualification that Dave retains the authority to contact candidates to join the committee. Motion seconded and carried.

**February Financial Statements:** Dave Leick summarized the statements. February's pledge income is a little lower than average (we should be averaging about \$21,000 per month). Travel and weather may have played a role. There are maintenance expenses related to the parking lot but the church will be reimbursed for some of that. Pierre has been tracking utilities usage; it is down 25% from last year. Two months of the Diocesan Fair Share has been paid. On the balance sheet, \$35,000 is from the Capital Campaign and \$3,000 is from the Lilly Foundation.

**Window Request (NEW AGENDA ITEM):** The vestry received an e-mail request from a parish member requesting that the vestry authorize funding for immediate replacement of a window that is in poor shape. The expected cost to replace that window is \$1600. Vestry members discussed how the costs for the landscaping are yet to be known, and how it would be helpful for the Buildings and Grounds Committee to let the Vestry know whether there is an underlying cause for the window's poor shape (drainage, etc). An emergency fund was also suggested for further consideration.

The vestry decided to wait until the Capital Campaign report next month; the Executive Committee (consisting of Ernie, the Wardens, and the Treasurer) can bring this issue back to the vestry next month.

**Vestry Assignments:** The vestry assignments are as follows:

Building & Grounds: Laura

Communication & Marketing: Greg

Faith Formation: Matt

Pastoral Care: Mary Lee

Small Group Ministries: Sue

Stewardship: Randy

Welcoming: David

Outreach: Catherine

Jane was not assigned to a committee but will be working on other projects.

Next month, Michelle will compile all the committee reports into one document.

Dan moved to accept the reports provided by e-mail; motion seconded and carried.

**Executive Committee Report:** Dan reported that the kitchen equipment upgrade will be put on hold. Tomoko Drake will be storing her mixers in the St Mary's Guild room. There was very

good attendance at the Art Zannoni seminar Wednesday. Lilly grant reporting will need to be wrapped up around March 2015 (later than the time vestry had originally anticipated) . The vestry discussed how offsite weddings where Ernie is officiating should be handled. After discussion, Greg moved to require couples to pay the same fee as if they were having the wedding at church, payable to Christ Church, plus mileage. Motion seconded and carried. The vestry tabled the issue of nonpledging members renting the church. A final item for the Executive Committee report is that office space will be available for George Ham; it will be a shared space.

**Dana Internship:** Ernie met with the Bishop. Dana is required to be involved in a church which is different from Christ Church, and must take ethics studies. She will be undertaking an internship for two months at St John the Evangelist in St Paul. The Senior Warden there teaches ethics. She will be away from March 24-May 24. Dana can then be ordained as a transitional deacon in June and ordained as a priest by the end of the year. She may be able to take her General Ordination Examinations in September (they are normally in January). The vestry and everyone at the parish needs to be aware that Dana will not be around for 2 months. Vestry members signed paperwork related to the process. Ernie will double check on the date of June 26<sup>th</sup> for her ordination.

**Junior Warden's report:** Dan stated that he is attempting to schedule a meeting with the Bishop; he believes it will be the first week of April.

**Senior Warden's report:** Shannon is working on the space issues identified by the Space Study.

**Rector's report:** Ernie took a two week course on spiritual direction and had very positive feedback. The course had a practical emphasis and strong focus on interfaith. Ernie has decided to start doing spiritual direction rather than waiting until he is retired. He will go to the remaining two week training in April. He will provide spiritual direction services offsite, likely at St John's in St Paul. Vestry members expressed support.

**Final review:** Michelle reviewed our action items and items tabled:

- Dave Leick is the Chair of the Data Gathering Committee and may contact candidates for the committee. The Committee will attempt to meet once before the summer and then regularly starting in September, with the goal of an interim report by the February 2015 annual meeting and a more finalized Parish Profile to be presented to the parish around May 2015.
- The Executive Committee will propose items for funding from the Capital Campaign at next month's meeting and discuss the window request.
- Michelle will contact all vestry members 1 week in advance of sending out the agenda, ask for committee reports, and compile those reports into one document.
- Ernie will confirm the date of Dana's ordination in June.
- The issue of nonpledging/nonmember couples renting the church for a wedding (not using Ernie to officiate) was tabled.

**Adjournment:** The meeting closed shortly after 9:00pm.  
Michelle Rebholz, Clerk