

Minutes of Regular Vestry Meeting
Monday, June 15, 2015
Christ Episcopal Church
Woodbury, Minnesota

The meeting was called to order at 7:03 pm by Senior Warden Dan Shoemaker. He read an English prayer attributed to Thomas Webb.

Present: Senior Warden Dan Shoemaker; Junior Warden Catherine Harrington; Treasurer David Waletzko; elected vestry members James Elam, Mary Lee Isely, Laura Niederhofer, Jenny Burke, Jane Pederson, Nancy Thompson, Matt Stiles Clerk Michelle Rebholz

Absent: Rector Ernie Ashcroft; elected vestry members Randy Pastorius and Susan Vold

Approval of Agenda: Dan clarified that there will be a Senior Warden's report, and there would be no Rectors Roundtable item. James moved to approve the agenda as amended; motion seconded and carried.

Approval of previous meeting minutes: Mary Lee moved to approve the April minutes; motion seconded and carried. James moved to approve the May minutes; motion seconded and carried.

MAP Update: Matt updated the vestry. The group has a set of questions to answer; the goal is for the group to have these answered by the end of the month. Dave Leick will contact the Wardens about some of the questions (for example, describing the church). The main work is answering twelve questions describing the church. These are generic questions any church would answer for the parish profile, not customized questions for Christ Church. The answers to these questions will form the parish profile that will be published after Ernie leaves. The first priority is to get the parish profile completed.

There were questions about the second step of forming a search committee and the mechanics of publishing the parish profile. More information will be forthcoming, but the profile is anticipated to be published on certain websites specific to Episcopal church job vacancies. There are other avenues for learning about possible rector candidates, such as: known rectors at other parishes, the website that our parish profile will be posted on, and rectors from other Diocese that contact our Diocese expressing interest.

After discussion, vestry members agreed that approximately 7 people should ideally serve on the search committee, with possibly two from the vestry and one or two from the MAP process. The committee members should represent a cross section from the church: a member with young children, a long-time member, and a newer member. There was also discussion about the structure of the search committee; committee members will need to be willing to conduct some business by e-mail and phone, and the leader of the committee should consider acting as a facilitator for the group. The search committee should be finalized before Ernie leaves.

May Financial Statements: David presented the financial statements. The balance sheet is up to \$13,000. General Fund savings the long term goal is to keep as a reserve fund to the side.

The Trust Fund will be transferred to the church. There is a July 20 court date regarding the transfer. The top line for the Dire Need fund is not the balance; the balance is accurately stated on the lower line as approximately \$4,700. The Flower Fund balance is paid off. EYC is Dana's fund.

Under the Treasurer's Report, the Miscellaneous Income is still high due to the carpeting reimbursement. That amount will be transferred out. Most categories are where they should be, and Ernie's paychecks have been resolved. No major concerns at this point. It should be noted that the Parish Life Minister's insurance expenses are off, music expenses are higher than anticipated due to a broken microphone, and MMS did not send a bill for February so that was not paid. There was a discussion about the timing of expenses; with Ernie leaving, expenses will go down but there will be search expenses incurred within a short period of time.

Update from Celebration Committees

Catherine stated that the committee running Ernie's party will be having another planning meeting but is confident that things are going well. The group for Dana's party has everything in order.

Junior warden's report: Nothing additional.

Senior warden's report: Dan stated that the trust transfer is being taken care of. He has been announcing that they are accepting donations for a gift for Ernie. The donations are for a gift for Ernie, not for party expenses.

Consent Agenda: Members discussed the recommendation on a Kitchen Committee. Laura agreed to draft a checklist that could be used for when parish members use the kitchen. She will have it available by next vestry meeting.

Old Business: None

New Business: A vestry party for Ernie will tentatively be held at James Elam's home around 6:30. James will contact Ernie to make sure Ernie is available.

Final review: Michelle reviewed the action items:

- Vestry members will get names of possible search committee candidates to the Wardens. A special meeting may be held as follow up. The goal is to formulate a list of candidates for the search committee.
- Dan will contact Ernie about the parish member that has HR experience.
- Catherine will draft an e-mail that will be sent out to the parish so that parish members know donations are for Ernie's gift and not party expenses.

Adjournment: Dan adjourned the meeting at 8:20 pm.