

## Christ Church Vestry Meeting minutes

January 16, 2017

**Present:** Sr. Warden Catherine Harrington, Jr. Warden James Elam, Treasurer David Waletzko, Teresa Shaw, Mike Johnson, Laura Niederhofer, Louis Egwim, Nancy Thompson, Wayne Jarvis, Jenny Burke, Vestry Clerk Philip Vander Haar

Guests: Kristen Wilson, Sue Bertrand

**Absent:** Pastor Anna, Matt Stiles, Jane Pederson

Called to order at 7:01

**Opening Prayer** - Catherine Harrington

Catherine welcomed prospective new Vestry members Kristen Wilson and Sue Bertrand.

**Approval of December Vestry minutes -**

Catherine moved the approval of the December Vestry minutes (with minor changes). The motion was seconded by Nancy Thompson and approved by the Vestry.

**Approval of Agenda -**

Agenda reviewed and approved.

**Financial Report -**

Dave Waletzko reviewed the balance sheet and the final year end financial statement. He noted that we ended the year with a balanced budget.

Additionally, Dave walked the Vestry through the proposed 2017 budget. He noted that we ended the year with a strong balance sheet.

The motion to approve the 2017 budget was made by Mike Johnson and seconded by Teresa Shaw. The Vestry approved the motion by acclamation.

**Rector's Report -**

Pastor Anna was on vacation and not at the Vestry meeting. Pastor Anna's written report had been distributed to the Vestry for its review.

**Sr. Warden's Report -**

Catherine discussed the Parish's revised Articles of Incorporation. A copy was circulated for the Vestry members to sign.

The Vestry has two officers that are appointed by the Vestry. Catherine requested motions to appoint Phil Vander Haar as the Vestry Clerk and David Waletzko as the Parish Treasurer.

Wayne Jarvis moved the appointment of Phil Vander Haar as Clerk. The motion was seconded by Nancy Thompson and approved by the Vestry.

Laura Niederhofer moved the appointment of David Waletzko as Treasurer. The motion was seconded by Louis Egwim and passed by the Vestry.

Catherine reminded the Vestry members to bring treats to the Annual Meeting

Catherine closed her final Sr. Warden's report by commenting on how great the year has gone. She welcomed the prospective new Vestry members and wished everyone good luck.

### **Jr. Warden's Report -**

James Elam reported on plans for the Vestry retreat that is scheduled for March 11<sup>th</sup>. An ECM Missioner is going to come. The tentative location is Shattuck St. Mary's in Faribault. Faribault is about an hour south of Woodbury.

James recognized the outgoing Vestry members – Jane Pederson, Laura Niederhofer, Matt Stiles and Catherine Harrington. He distributed to them cards from Pastor Anna.

James distributed documents on a Vestry missional course. This is a seven-week on-line course. It would normally cost \$300, but is only \$40 if one registers early. It begins in January.

Last year the ECM put on a Vestry Resource day. This year they are hosting a lay leadership day that is open to anyone in the Church. It will be at St. Christopher's in Roseville on February 4th from 9:00 to 3:00. Fr. Escobar will be the leader. Catherine talked about attending last year and said that it was phenomenal and that you got to meet people from other churches.

### **Consent Agenda -**

#### New Member Recruitment Committee

Wayne Jarvis gave an update on the T-shirt order. His plan is to order T-shirts after providing one last chance to sign up for the shirts at the Annual Meeting.

Wayne passed out an updated copy of the welcome letter that we plan to send to new residents of Woodbury. The envelopes will be hand addressed. Teresa Shaw volunteered to hand address the envelopes. We will see if we can send it on letterhead paper.

#### Finance & Legal Committee

Mike Johnson reported that the committee will look at purging old financial records from the Vault.

### **Old Business**

Teresa Shaw raised the issue of what to do with the memorial and commemorative plaques that hang in the stairwell. James had discussed this with Jamie Mair. It is not clear as to the purpose of the plaques and whether we should keep them up. James will look into this..

At a previous Vestry meeting a couple of Indian missionaries had asked to use our Church to host a Sunday afternoon worship service that is targeted at the local India community. We will decide next month whether to support their mission.

### **New Business**

Mike discussed that he wants to work with the church secretary Linda Deaver to help her get documents on her computer organized. James will discuss this with Pastor Anna.

James will update the schedule for making announcements.

A parish member had raised a concern about a problem with the church not being locked on this past Sunday after the late service. It was thought that this was likely an unusual situation because Pastor Anna was on vacation. However, the procedures for ensuring that the Church is locked will be reviewed.

### **Recap of Decisions and tasks assigned and items tabled**

- Vestry members are to bring treats for the Annual Meeting.
- James is to follow up on plaques in the stairwell.
- James will discuss with Pastor Anna having Mike work with Linda to get files on her computer organized.

Closing Prayer - Catherine

Adjourned at - 7:58

## Rector's Report

Hello all! I am sorry to miss this, our last vestry meeting of the current vestry, and this, the first meeting of our new nominees to vestry! Thank you so much to all those who will be going off the vestry after this meeting, and thank you also to those who will be coming on! I feel truly blessed by your leadership, and I will be with you all in spirit on January 16...

Per some of the events of our last meeting, Neelu and Philandra, the folks who wish to rent our space did provide me with reference information for their previous ministry sites. I contacted the Ethiopian Evangelical Church in St. Paul where they worked as youth pastors for five years. I spoke to Mrs. Anketse Berhanu, who is in charge of the children's ministry there, and she had glowing reports about them. She indicated that if they were leading a bible study at her church, she would certainly trust them to run it and she would attend. Neelu and Philandra left their ministry at that church to begin this new evangelism ministry to the Hindu community. Given that there are no red flags, I did ask Charlene Peterson to begin processing a background check on Neelu and Philandra. Assuming the background check passes okay, then I can have them sign the building use form and issue a key. Charlene is out of town for a month, however, so there may be a few weeks until we get the results of the background check back...a fact which I have communicated to Neelu and Philandra. If you have any other questions about this, please do not hesitate to ask.

We do have the vestry retreat for 2017 already scheduled, which James will share more information with you about. The retreat will be on March 11, so mark your calendars now! Time and location TBD.

Generally, this past month, things have been going well over the busy holiday season. We have had several funerals, as you probably know. The St. Mary's guild recently brought to my attention their desire to possibly have a funeral coordinator for funerals at the church, as it was a challenge for them and the altar guild to fully supervisor flower delivery, set up, clean up, etc for the funerals. I am working on developing a draft job description for that, which I will bring to the vestry in the future for review before making a decision.

Our two new nursery attendants, Katie and Sue, have started and are actively staffing the nursery whenever they are scheduled. We are happy to have them!

These are some of the highlights over the last month! Things are plugging along well, I feel. Please let me know if you have any questions or concerns at all.

Peace,  
Pastor Anna Doherty

## **Welcoming Committee**

Submitted by Nancy Forman, Chairperson:

In the past month the Welcoming Committee held a visitor orientation to answer visitors' questions and tell them about Christ Episcopal Church. Following that meeting, five family units, 11 people, joined Christ Episcopal Church. There are several visitors who want to attend a visitor orientation, but for various reasons they have not been able to attend.

Please be aware of members who have missed being in church for several Sundays, and if you will, please give them a call to let them know they were missed. If you are uncomfortable making calls, please give Nancy Forman the names.

Mike Johnson

## **Communications**

Lighting on Queen Ave sign was installed.

Lower level directory sign is displayed in lower level entry and will be installed in the Spring near parking lot and lower level sidewalk.

Interior signage needs to be reviewed for possible upgrade.

Easel in lower level entry needs to be replaced or repaired.

Wayne Jarvis updated the letter to the community. Letters to be sent to Woodbury new residents starting next month.

Laura Niederhofer