

Vestry Minutes
June 20, 2007

Present: The Rev'd Jennifer Pedrick, The Rev'd Timothy Burger, Bill Dench, Richard Messier, Bonnie Wright, Steve McGrath, Susan Hawryluk, Marilyn Fuller, Mike Seger, George Kolb, Shirley Baker, Linda LeBreux (presenter of part I), Tammi Miller

Absent: Bob Bergstrand, Carolyn McDonough, Michelle Callahan

Guests: Clifton Moore

At 7:10 PM, The Rev'd Timothy Burger opened the meeting with a prayer.

Part I - presentation of 2007 stewardship program, "Embrace Epiphany" - Linda LeBreux

Linda LeBreux presented the background and framework for the 2007 stewardship program "Embrace Epiphany" via PowerPoint and handouts. First, Linda emphasized that "stewardship" does not equate with "fundraising". These programs are based in scripture, provide Christian formation opportunities and tie into our mission year-round. Results and analysis of prior stewardship campaigns from 2001-2007 were presented. Highlights included a major jump in number and amount of pledges in 2006 due to the comprehensive program that was implemented. Though that program was repeated this past fall, attendance and the overall effect was less. Linda also noted that in our church, 48% of 111 pledgers give 80% of the money. Also, many new members are giving via open plate contributions on Sunday, but have not made a formal pledge.

Linda then presented the timeline and next steps towards enacting this year's program. Parish members have already received the first of five letters, "Embrace Epiphany Through Giving". Letters of varying themes will then go out monthly, culminating in October with "Embrace Epiphany Through Pledging". Small group meetings led by lay leaders and Linda will discuss the meaning of stewardship as it applies to them and will discuss ways to develop stewardship through service and giving. Linda reviewed the host packet which will guide each lay leader through the meeting, though she will also personally go through the packet with the meeting leader a few weeks before each meeting. In addition to pledge cards, cards listing our many ministries will be provided in order to direct interested members to the appropriate lay leaders. The Rev'd Pedrick noted that there were opportunities to host meetings in the multipurpose room between services on a few Sundays.

Susan Hawryluk recalled having "children's envelopes" when she was a child in another parish, to encourage children to get in the habit of giving at church. The Rev'd Pedrick asked the vestry if that was something we should consider. Members agreed, and Linda stated that we already have a number of children's envelopes in storage that can be used in the fall.

Linda added that she was looking into three vendors who offer means for debit and credit card giving, where parishioners would click on a link on the Church of the Epiphany site to go to the vendor's site. Each vendor charges different fees, and no decision has been made yet on whether any will be chosen. Steve McGrath asked if there were any references regarding the firewall or encryption protections offered by each company, as the church could be liable for a privacy violation if there were a security breach. Linda will obtain that information.

The Rev'd Pedrick wrapped up by saying the question of credit/debit giving will be addressed in the July vestry meeting.

Part II - Business meeting

Marilyn Fuller moved that the minutes of the May 16 meeting be accepted as presented. Mike Seger seconded the motion. No corrections were noted. The motion passed unanimously.

Treasurer's Time - Bill Dench

The May 2007 actuals and the most recent profit/loss statement were presented. Bill explained that income is ahead of plan due to open plate giving being \$3600 ahead, in spite of being \$2600 behind on pledges. We have lost \$1813 at this point, due to the loss of three Chowder houses. Due in part to urgently needed repairs and to the insurance bill being paid at once versus in increments, we appear \$12,000 behind budget. The Rev'd Pedrick asked why the elevator repair was still listed as a liability when it was to be covered by the Lancaster fund. Bill answered that the payment was in process, so that also would reduce the amount of loss.

Regarding the diocese line of credit, Bill stated we have not borrowed against it yet. The rate was noted to be prime minus 1%. We are actually less in arrears due to the early departure of Rev'd Shippee and the delay in installing a new sound system. Both expenses are to be reimbursed on sale of the former St. Martin's property.

Bill added that he is in the process of soliciting members to serve as an audit committee. They must go through our books, answer certain questions required by the annual report, and submit the information by September 1.

Senior Warden - Marilyn Fuller

Marilyn distributed the vestry book discussion schedule for Becoming a Blessed Church by N. Graham Standish, to be led by Carol Marsland. She understood that it may be difficult to make one more meeting in the summer, but that members were still expected to be reading. The Rev'd Pedrick said that if members wished to reimburse the church for the book, they may.

The property subgroup (Richard Messier, Marilyn Fuller, Steve McGrath, and Bill Dench) reports that there has been "lots of activity" at the former St. Martin's site. The Olympus Group commercial real estate firm's Greg McAuliffe stated that about 18 to 20 parties have expressed interest in the buildings, about half of whom are not churches. These include inquiries in view of making a restaurant, office space, or space for social/community groups. Two official showings have occurred, both to church groups. The subgroup will also be looking into the lease with the YMCA and will work with attorney Jim Hahn. The Rev'd Pedrick asked what that entailed, and Richard Messier stated that the lease allows for periodic review of the rent and lease conditions. We may opt to increase the rent or to pass on certain expenses to the Y.

Marilyn then relayed the executive committee's plan to focus on sustainable growth through building depth in our current programs. Phil Campbell has come forward to lead the newcomer program, and many vestry members expressed their support of Phil as an excellent person for that role. The Rev'd Pedrick added that we also now have Michelle Callahan in the pastoral care lead role. We now are building "commissions", based on the outreach committee's model, to include more lay folk in these missions.

Junior Warden - Steve McGrath

Steve reported that the contractor and price for the repairs needed at the rectory have been sent over to Bill Dench. The contractor will use the repairs as rainy day fill-in jobs over the course of the summer.

The LeBreux family has graciously donated a portable air conditioner for use in Rev'd Burger's office. It will be installed as a priority.

Steve also reported on behalf of Bob Bergstrand regarding the stove work. Per Bob, the contractors may begin over the next few weeks.

Mike Seger continues to work on getting sound system estimates, though some companies have been difficult to contact. We currently have the Bose estimate, another estimate pending, and a general phone estimate. The Bose quote added in features to tie in the nursery and the parish hall, and totaled about \$14,000. Another estimate was given over the phone, with the company offering to come out and see the building if we then desired, which ranged from \$4200-5500. This included new church speakers, a nursery speaker, one wireless microphone, and podium microphones. The Rev'd Pedrick interjected, saying she had planned on three wireless microphones. A third quote, by someone who has done other churches in the area and who did come out to see the church, is awaited. Assistance for the hearing impaired was written

into all quotes. Tammi Miller asked what that assistance entailed, and Mike offered to double check the actual language. The Rev'd Pedrick reiterated that the cost of this upgrade and repair is approved by the diocese as a condition of the merger.

Rector Time-The Rev'd Jennifer Pedrick

Laura Brion's last day will be August 5, as she has taken a position with RIPIRG. Therefore, a search committee for a new music director is being formed including choir members and general parish members. Tammi Miller has been asked to represent the vestry. The job description will be updated, but the payment and benefits are dictated per union scale via the American Guild of Organists (AGO). The position will be advertised nationwide through the AGO, and Laura will arrange for subs and plan music through Advent. Tammi asked whether a future third service would be part of the job description. The Rev'd Pedrick explained that it "may be hard to find someone who can do it all" regarding skills, styles, etc. George Kolb asked whether it could at least be added in that the new director will be involved in planning a third service. The Rev'd Burger explained that you often won't find someone who is familiar with both traditional and progressive services through the AGO. Therefore, the new director may be more of a coordinator, "but even that might be difficult". It would be better to have a separate person.

The Rev'd Pedrick will add information in the job description stating that we are looking towards an alternative service, and depending on the candidate's talents and interests, they may be involved in the organization and execution of the service. Shirley Baker added that she would want to continue the outreach of the choir, through performing at other churches and community centers, as it is "very rewarding as a musician."

Valerie Kolb will attend next vestry meeting on behalf of the outreach commission to explain previously approved moneys will be used through their programs.

As required by the IRS, the vestry must approve the amount which Rev'd Burger can claim on his taxes for his housing allowance, since we do not provide housing. Therefore, Rev'd Pedrick moved that \$10,000 of Rev'd Burger's compensation be designated as a parsonage allowance. Marilyn seconded the motion, and it passed unanimously.

This coming Sunday is Welcoming Sunday, and 16 new members have arrived since the previous occasion in March.

Assistant's Time- The Rev'd Timothy Burger

A Christian education commission is being formed. Potential new teachers are being currently identified and invited to share in this ministry. Also, all fall adult education courses are planned, speakers have been invited and replies are awaited.

New Business

Richard Messier asked if we had progressed with the transfer of the organizational "stickies" into a paper chart. Marilyn related that she had created an organizational chart in a particular software program. That way, it will be changeable versus a static piece. It will be printed and offered at a later date.

Richard also asked Steve McGrath whether any developments had occurred with the lawn mower which is not working. Steve said replacement is pending.

Tammi offered her thanks to the vestry and to members at large for their caring and support after the passing of her grandparents this spring. She also thanked the vestry for the lovely dish garden she received in memory of her grandmother.

At 9:00 the meeting adjourned with a prayer from The Rev'd Pedrick.

Respectfully submitted,

Tammi Miller, vestry clerk

