

St. Andrew's Episcopal Church Vestry

Meeting Minutes – September 28, 2015

I. Gathering and Opening Prayer

The meeting was called to order at 6:36 by Mike Rhodes who opened with prayer.

Roll Call

<input checked="" type="checkbox"/>	The Rev. Barbara Hutchinson, Rector				
<input type="checkbox"/>	The Rev. Betsy Ivey, Curate				
<input type="checkbox"/>	The Rev. Carenda Baker, Transitional Deacon				
		The Vestry			
<input checked="" type="checkbox"/>	Mike Rhodes, Senior Warden	<input checked="" type="checkbox"/>	Jennifer Morehouse, Junior Warden		
<input checked="" type="checkbox"/>	Tom Briggs	<input checked="" type="checkbox"/>	Shelbie D'Annibale	<input checked="" type="checkbox"/>	Melisa Dotson
<input type="checkbox"/>	Bill Gawors	<input type="checkbox"/>	Beth Hagan	<input type="checkbox"/>	Tim Hawkins
<input checked="" type="checkbox"/>	David Luo	<input type="checkbox"/>	Jim Smith		

II. Leadership / Spiritual Development

Time Started: 6:36	Allocated: 20 min	Leader: Mother Barbara
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- Progress on identifying new Vestry members

We are not making great progress. Several people who were identified as candidates have turned us down. Barbara is still hopeful that several of the candidates will respond affirmatively. Our deadline is January for our annual meeting when new vestry member will be elected. We need four new members.

- Discernment Process

Andy is in the formal discernment process. Susan, who recently transferred to St. Andrews is in discernment for becoming a hospice chaplain.

- Summer combined service survey

Total of eight people responded on-line, and five questionnaires were returned on Sunday. Ten were in favor of the combined summer service, and five did not like it. Comments included:

- People were able to meet others that they did not know
- In response to q question about providing feedback regarding the parish family, most said yes. We are considering ways to collect feedback from others, a survey is one way, but may not be the only or right way.
- There was a concern that the music was not upbeat or spiritual enough.

- Discussion included:
 - Better than no service
 - The time was a good compromise, and was central for both groups.
 - More of a balance with the offering of Rite I
 - In theory it was a good idea, but I wasn't able to come as frequently
 - I liked the 9 o'clock, it makes more sense now that Barbara is the only celebrant.
 - I liked it a lot, for scheduling purposes – especially because people are on vacation. It was hard to schedule the acolytes, especially in the summer, and it would be hard for two services. It gave people a break from the commitment. I enjoyed Rite I a lot.
 - The church seemed full with the one service. We had 60-70 people total.

The result was that it was overall a positive decision, and we will consider for next summer as well.

III. Youth Task Force

Time Started: 6:54	Allocated: 10 min	Leader: Mike
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- Progress on survey

We are waiting to hear back from Jim, but we have not had recent progress. Tim and Mike will send him a message to prompt him to send out the follow-ups.
- Bill has been trying to organize the Acolyte Festival, but there has been no response.
- Clearances – almost all of the teachers have submitted clearances. Barbara will follow-up this week to complete.
- David described upcoming Godly Play events. October 3, registration at 8:30am.

IV. Progress on Accounting / Financial Systems

Time Started: 7:00	Allocated: 20 min	Leader: Mother Barbara
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Betty Jo has done a wonderful job. She has taken on 85% of what prior treasurers have done, and fit it into her normal schedule. The treasurer will only need to do the oversight – approving cash flow and expenditures; it should only take about 5 hours a month.

Barbara is suggesting the consideration of a raise for her in lieu of her expanded duties and the value that she brings to the office.

Melanie, the bookkeeper, is helping to organize our finances. She reconciled from 2011 forward, there is no money that is missing, and we have everything up to date. Tomorrow we will switch to QuickBooks on-line, which will enable the treasurer to work from home.

There was a discussion about the Penelec utility bill and it seems to be much higher cost. David will review the bill to determine if there are reasons for it.

V. Review Vestry Retreat Notes

Time Started: 7:14	Allocated:	Leader:Mike
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- Choose new project

Healing the Parish – Barbara and Shelbie will work towards organizing standing plans for how to respond to healing needs. This can be put together with the in-reach needs that were described.

Music needs – what information do we need to collect to identify if there is a desire for different music, and how to approach the information to collect that information.

Jubilee status – this is underway (see Barbara’s report)

VI. Review Reports

Time Started:	Allocated: 7:20	Leader: Mike
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- Rector’s report

This last month has been a time of “firming up the foundation” her ministry. There was a focus on avoid triangulation, creating feedback paths, and integrative planning for fall, commissioning healing ministries, expanding liturgical leadership, continue mentoring Carenda, and support two member who are in formal discernment.

The main areas of need include completing the Jubilee Ministry Application, developing vestry leadership skills, and responding to the resolutions passed at Diocesan convention.

- Junior Warden – Jennifer reported that she setup an ordering system for supplies for the PLC. She is working to setting up a recycling program. Our trash hauler now support recycling, there is a container next to the shed. We need to communicate that to people when they clean up. She reported that she is trying to use up the foam cups to avoid the waste. We need to educate the parish on what must be thrown away.

- PLC report – The fall convocation went very well. They appreciated having food. The next event is the St. Andrew’s festival.

VII. Update on Office Renovation

Time Started: 7:30	Allocated: 5 min	Leader: Mike
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The old tiles have been removed, and the new tiles are down. The floor will be waxed in the coming week. Then the furniture will be moved back into place. We will probably need to order a larger, more appropriate desk for Betty Jo.

VIII. Carenda’s Farewell Gift

Time Started: 7:33	Allocated: 5 min	Leader: Mike
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Mike suggested some stationary. Her discretionary fund is well established.

IX. Meeting Recap

Time Started: 7:39	Allocated: 5 min	Leader: Mike
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- Mike & Tom will follow up with Jim
- David will review the electric bill
- Mike will research stationary, will send for approval
- Jennifer will look into recycling and present it to the congregation
- Talk with Jerry about the temperature requirement of the organ
- Mike and Barbara will follow up with the vestry candidates
- Barbara will follow up with any remaining clearances
- Shelbie and Barbara will work with Susan Sanders to work on the healing of the parish

X. Closing

Time Started: 7:50	Allocated: 3	Leader: Mother Barbara
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Following a motion to adjourn, Barbara closed the meeting with prayer.