

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
(Joint Outgoing and Incoming Vestry Members)
Tuesday, February 11, 2014

Present: The Rev'd Joanna P. Hollis, Rector; Outgoing People's Warden Donald Edwards; Incoming People's Warden Sheila Cooper; Vestrymembers Beth Binde (incoming), Kelly Bogan, Gerri Callahan, Bob Chant (outgoing), Peter Clarke (outgoing), Andrea Cunnell (arrived 8:02 p.m.), Carole Forsythe, Catherine Hunt (outgoing)(via telephone), Effie Lampsey, Debra Lowe (incoming), Sarah Luke (incoming), Andy Murphy (incoming), Melisande Skillicorn, Julia Smout (outgoing)(via telephone).

Absent: Rector's Warden Paul Ambos; Vestrymembers David Burns and Judith Kuldinow.

Also Present: Treasurer Jonathan Gloster (via telephone; left meeting at 8:43 p.m.).

Rector Hollis called the meeting to order at 7:30 p.m. She distributed Respectful Communication Guidelines for consideration.

Opening Bible study was on Matthew 4:1-11.

Election of Clerk of the Vestry: Vestrymember Andrea Cunnell moved the nomination of Gerri Callahan for Clerk of the Vestry. Rector Hollis called for other nominations. Hearing none, Gerri Callahan was elected Clerk of the Vestry unanimously.

Election of Treasurer: Ms. Cunnell moved the nomination of Jonathan Gloster for Treasurer. Rector Hollis called for other nominations. Hearing none, Jonathan Gloster was elected unanimously.

Approval of Minutes of Regular Meeting of January 14, 2014: People's Warden Donald Edwards moved the minutes, which were adopted unanimously without change.

Correspondence

E-mail from David Burns, February 4, 2014: Clerk Gerri Callahan advised that Vestrymember David Burns, who was unable to attend the meeting, sent an e-mail concerning Gwen Greenberg's comments at the Annual Meeting about the asbestos issue with the Food Pantry and asked that the issue be discussed at the meeting. Rector Hollis advised that in response to Ms. Greenberg's comments, the Property Committee has scheduled testing on Wednesday. There was discussion as to the when to advise the parish and it was agreed to wait until the Committee has the results since they are expected quickly.

Ms. Callahan advised that Christ Church received a thank-you letter for the shoes the parish donated at Christmas.

Treasurer's Report: Treasurer Jonathan Gloster presented his written Treasurer's Report to the Vestry, stating that it was short, since it is the beginning of the year. Mr. Gloster advised that pledges are higher than the budgeted, but he does not expect it to be a trend since only one month is reported. He stated that expenses appear low because some of the expenses were prepaid in December, so expenses in reality are on schedule. Mr. Gloster stated that he and Finance Committee Chair Carole Forsythe are working on ways to highlight the draw-down from the investment account. He said they continue to investigate ways to cut expenses. Vestrymember Kelly Bogan asked about the Federal Health Insurance Credit. People's Warden Donald Edwards stated that the Church has been claiming it and Mr. Gloster advised that the paperwork for 2012 will be completed in March. Vestrymember Beth Binde asked about the salary payments comparison in 2013 and 2014. Mr. Gloster advised that the payments are the same but they are reported in one line item in 2013 and broken out in 2014. Mr. Edwards moved to accept the Report and file for audit, which passed unanimously.

Reports by Title

Stewardship: Acknowledged without discussion.

Exterior Restoration: None

Rector's Report: Acknowledged without discussion.

Committee Reports

Fundraising/Special Events: No report, as Fundraising/Special Events Chair Judith Kuldinow was absent. Mr. Gloster advised that the Shop with Scrip program has not generated significant income and suggested reevaluating the program to determine how to increase the income.

Music: Music Committee Co-Chair Andrea Cunnell gave an oral report. She advised that she and Co-Chair Penelope Lattimer met with Music Director John Sheridan and Julia Utz. Mr. Sheridan told them that the present system is not working as expected. Accordingly, Ms. Cunnell reported that the Music Committee will be restructured to address how best to move forward. Ms. Cunnell stated that Mr. Sheridan should be the leader of the music program with the Music Committee functioning as a sounding board. She invited anyone interested to attend an open working lunch following Sunday services. She further stated that the group will discuss fundraising.

Outreach: Outreach Committee Chair Bob Chant gave an oral report. He advised that the Vestry consider the need for an Outreach Committee since the Food Pantry is the main activity as the Homeless Shelter is once a year and Elijah's Promise has its own

operating structure. Mr. Edwards suggested considering a Food Pantry Board. Rector Hollis advised that she is meeting with Gwen Greenberg to discuss the Food Pantry ministry and how the parish can best support it.

Old Business

Personnel Committee re: Sheridan Contract: Rector Hollis advised that action on this item has been moved to March to allow the Personnel Committee to finalize the agreement.

New Business

Vestry Committee Assignments: Rector Hollis reported that the following Vestrymembers have agreed to chair the following committees: Andy Murphy – Stewardship; Debra Lowe – Personnel and Insurance; Beth Binde – Evangelism and Communications. Sheila Cooper will speak with new Vestrymember Sarah Luke about a committee assignment. Rector Hollis further advised that since Mr. Murphy and Ms. Cooper work with the parish youth, she does not see a need for a separate Children and Youth Committee.

Sunday Announcements by Vestry Members: Rector Hollis discussed Vestry announcements at Sunday services and how to make it more effective while maintaining the visibility of Vestry members. Ms. Cunnell suggested discussion of other ways for the Vestry to be visible without the Sunday announcements. Rector Hollis stated that she is open to such a discussion, but while that discussion is pending, she suggested that Vestry members arrive a few minutes early to review the announcements in an effort to streamline the announcements. She also said that if there are questions about the announcements after receiving the Friday e-mail blast, the Vestry member should contact her that day. The Vestry also discussed its role in welcoming newcomers and visitors. It was agreed that the assigned Vestry member will do announcements at both Sunday services and find a substitute if unable to attend.

Vestry Retreat: Rector Hollis advised that the Vestry retreat will be at St. John the Evangelist on the evenings of March 28 and 29. She will be co-leading it with Rev. Jerry Skillicorn.

Highland Park Street Fair: The Vestry discussed whether to participate at the Highland Park Street Fair on May 18 from 11:30 – 4:30. The Vestry generally agreed that it would be a good way raise visibility in local communities and to advertise the Church. There was discussion about what information should be provided, how the Church should present itself and what the focus should be. Rector Hollis said that anyone interested in leading the effort should contact her.

Topics on the Mind of the Vestry: Rector Hollis asked whether Vestry meetings could start earlier. After discussion, all present agreed on 7 p.m. Rector Hollis said she would

speak with those who were absent to see if 7 p.m. worked for them. Rector Hollis asked if everyone could be ready at the start time so meetings can begin promptly.

Vestrymember Peter Clarke asked whether the congregation appreciated the parish's financial situation as reported at the Annual Meeting. Discussion ensued. Rector Hollis stated that next year, the annual financial report will be out earlier so that the congregation will have it in advance of the meeting.

Rector Hollis expressed her appreciation to outgoing Vestrymembers Bob Chant, Peter Clarke, Catherine Hunt, and Julia Smout, and People's Warden Don Edwards.

There being no further business, the meeting closed with Night Prayer from the New Zealand Prayer Book and adjourned at 9:31 p.m.

Respectfully submitted,
Gerri Callahan
Clerk of the Vestry