

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
Tuesday, May 13, 2014

Present: The Rev'd Joanna P. Hollis, Rector; Rector's Warden Paul Ambos; People's Warden Sheila Cooper; Vestrymembers Beth Binde, Kelly Bogan (arrived at 7:22), Gerri Callahan, Andrea Cunnell, Carole Forsythe, Effie Lamptey, Debra Lowe, Sarah Luke, Andy Murphy, Artie Phillips.

Also Present: Treasurer Jonathan Gloster (via telephone)

Absent: Vestrymembers Judith Kuldinow and Melisande Skillicorn

Rector the Reverend Joanna P. Hollis called the meeting to order at 7 p.m. with opening prayer by People's Warden Sheila Cooper.

Dwelling in the Word was on John 14:15-21.

Approval of Minutes of Regular Meeting of April 8, 2013: Rector's Warden Paul Ambos moved acceptance of the minutes. Treasurer Jonathan Gloster asked to amend the Treasurer's Report, third line to state "\$12,000 **more than budgeted...**" Vestrymember Beth Binde asked to amend Committee Reports: Finance, sixth line to state "**Communications** Committee..." Mr. Ambos moved the minutes as so amended. The motion passed unanimously.

Correspondence: Clerk of the Vestry Gerri Callahan reported no correspondence received.

Treasurer's Report: Treasurer Jonathan Gloster reviewed his written Treasurer's Report to the Vestry, May 13, 2014 Meeting (April 2014 report). Mr. Gloster reported that a \$16,000 draw-down from the investment account was necessary even though income exceeded budget. The Church is running at \$70,600 deficit through the first four months. He reported that pledges are up. He advised that the Church received a significant donation from an anonymous donor to be used generally for the Church. He noted that the Church School Easter Candy sale did well, netting \$600. Mr. Gloster reported that as of this date, the Easter Appeal raised \$2,433 but the donations still are being tabulated and he will advise of the new figure. He advised that expenses still are slightly above income. He noted that while salary and housing expenses appear over budget, they are not because the expenses are being shifted for tax purposes. It should even out by the end of the year. Likewise, pension payments are on budget as they have been pre-paid through the second quarter. Mr. Gloster noted that property costs are up largely due to the severe winter, with gas and electric almost 200% over budget. He stated that the Adult Education figures have been adjusted from last month to account for book payments. Mr. Gloster reported that he has not yet received the Diocesan pledge invoice. Finally, Mr. Gloster advised that since pledge payments traditionally decrease during the summer, it would be helpful to announce to the congregation the need to continue to make payments. He stated that the ability to make online payments should help, as should the new website. Mr. Ambos moved to accept the Report and file for audit, which motion carried unanimously.

Reports by Title

Exterior Restoration: Mr. Ambos submitted a written Christ Church New Brunswick, Exterior Restoration, Report to the Vestry, May 13, 2014.

Rector's Report: Rev. Hollis submitted a written Rector's Report, Vestry Meeting, May 2014.

Committee Reports

Children and Youth: Committee Co-Chairs Andy Murphy and Sheila Cooper reported on the successful trip to Howling Woods Farm. Mr. Murphy advised that the youth will collect donations at a storefront for Howling Woods Farm on June 8. The goal is to have the youth think about the world around them. Mr. Murphy advised that the famine was postponed due to the various schedules of the youth. He advised that the youth leaders are discussing improvements to the programs to more engage high school youth.

Outreach: Committee Chair Sarah Luke reviewed her written Memorandum re: Outreach Update, dated April 30, 2014. Regarding the Food Pantry, Ms. Luke reported that the leadership is transitioning to the Food Pantry board and the tasks are being spread out. She reported that the Rutgers Circle K students are leaving for the summer so volunteers are needed. She advised that while fewer new families have enrolled with the Food Pantry, current clients are visiting the Food Pantry more than one time per month. Mr. Gloster stated that he advised Bookkeeper Irene Fialkowsky to send the Food Pantry financial reports to Ms. Luke. In response to Vestrymember Artie Phillips' questions, Mr. Ambos advised that radon and asbestos tests revealed no issues.

Regarding the Community Gardens, Ms. Luke stated that Gwen Greenberg asked that people plant by May 15 to encourage good plant rotation. Two beds still are available. She noted that anyone interested in gardening or helping can help.

Vestrymember Beth Binde asked if there were any suggestions for website content in this area. Ms. Cooper stated that photos from the Howling Woods Farm trip can be put up once parental consent forms are signed.

Old Business

Highland Park Street Fair: Ms. Binde circulated the post card that will be distributed at the Fair. She reported that \$360 was donated for the costs. Vestrymember Gerri Callahan asked if any more volunteers are needed. Ms. Binde said no, and Mr. Murphy advised that the youth will be there to set up. Mr. Gloster stated that there are Christ church tee shirts in the office that the volunteers can wear. Ms. Binde advised that the supplies will be at the Ambos' house.

Easter Appeal: Rev. Hollis noted that Mr. Gloster addressed this item in his Treasurer's Report. She advised that the Property Committee is commencing work on the flagpole.

New Business

Music Fund Soirees: Music Committee Co-Chair Andrea Cunnell gave an oral report, advising that the Committee is preparing a report for next month. Soirees were held by herself, Catherine and Paul Ambos, Pat Buckendahl, Bob Chant and Nancy Walworth, Penelope Lattimer and Karl Manger. She advised that in addition to donation from attendees, the Committee received donations from others. She reported that the fundraiser exceeded the \$5,000 goal thanks in part to a \$2,500 donation from a non-parishioner.

Budget Planning: Finance Committee Chair Carole Forsythe reported that the Committee is starting its work earlier this year and the Committee hopes to begin the budget process by June. She will be e-mailing committee chairs. She noted that many committees do not realize that they have a line item in the budget. She advised all committee chairs to review their budgets and determine what they will require for the 2015 budget. She pointed committees to 5700 Committee/Ministry Expenses in the Statement of Income and Expense Budget Performance. She advised that these figures are revised monthly so committees can see their spending which will help inform their budget requests. She stated that Rev. Hollis also is available to answer questions.

Topics on the Mind of the Vestry: Rev. Hollis asked for volunteers to read one of the 12 steps at Sunday's 10:30 a.m. Recovery Sunday service. Volunteers should arrive at 10:15 so she can determine whether there are enough volunteers. Mr. Ambos, Ms. Luke and Mr. Phills volunteered.

Rev. Hollis advised that she will be meeting with Archdeacon Peter Cornell to discuss his return. She advised that now that he is an Archdeacon, he has more Diocesan responsibilities. She will return to the Vestry with an agreement.

Rev. Hollis advised that Gwen Greenberg is stepping down from her Food Pantry leadership role and she has been working with others to distribute her duties. Rev. Hollis is working with Ms. Greenberg as well as the Northern Convocation on the transition. She also will contact Beth Angell to see if there may be a MSW interested in interning.

Mr. Ambos asked about posting the Vestry minutes on the new website. Ms. Binde said that there is a Vestry link on the website and she will update the website so that the minutes can be posted. She stated that the minutes should go to Parish Administrator Julia Utz who is monitoring the website and will post them.

Rev. Hollis advised that Bishop Stokes asked her to serve on the Diocese's new LGBT Committee for a three year term.

Ms. Cooper noted that the Altar Guild is hosting Tea in the Garden on June 7 and advised that all Altar Guild members have tickets for sale. She would like to get photos posted to the website and Ms. Forsythe volunteered to ask Roland Hulme about taking photos for posting.

Mr. Phills raised the issue of having a mechanism, such as a suggestion box, for parishioners to submit comments anonymously. Ms. Cooper said that as People's Warden she is happy to do that but if comments are anonymous she cannot follow up for further details or talk to the individual about solutions. Rev. Hollis echoed that concern. Rev. Hollis and Ms. Cooper will work together to devise a process whereby they can get the appropriate information to respond to an issue.

Mr. Ambos advised that he attended the Western Chancellor's Conference and he will distribute the information that may be helpful on a parish level.

Upon Mr. Ambos' motion, the meeting adjourned with compline at 8:18 p.m.

Respectfully submitted,
Gerri Callahan
Clerk of the Vestry