

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
Tuesday, August 12, 2014

Present: The Rev'd Joanna P. Hollis, Rector; Rector's Warden Paul Ambos; People's Warden Sheila Cooper; Vestrymembers Beth Binde, Kelly Bogan, Gerri Callahan, Andrea Cunnell, Carole Forsythe, Mel Garber, Judith Kuldinow, Effie Lamptey, Debra Lowe, Andy Murphy, Artie Phills, and Melisande Skillicorn.

Also Present: Treasurer Jonathan Gloster (via telephone)

Rector Joanna P. Hollis called the meeting to order at 7:00 p.m. with opening prayer by Vestrymember Andrea Cunnell.

Dwelling in the Word was on *Adapt or Die*, by Ken Howard, ECF Vital Practices, Jan/Feb 2014, pp. 1-4.

Approval of Minutes of Regular Meeting of June 10, 2014: Rector's Warden Paul Ambos moved acceptance of the minutes, which carried. Vestrymember Gerri Callahan abstained.

Correspondence: Clerk of the Vestry Gerri Callahan reported no correspondence. Mr. Ambos distributed an August 8 email message from Bishop William Stokes to clergy and wardens of the diocese urging congregations to enroll in the GreenFaith Energy Services Program. The Rector referred this item to the Property Committee for consideration.

Treasurer's Report: Treasurer Jonathan Gloster presented his written Treasurer's Report to the Vestry, August 12, 2014 Meeting (July 2014 report). Mr. Gloster reported that this is the first month of the new accounting system, and he will be able to report better on it next month. He advised that income is down approximately \$19,000 and pledges are down approximately \$10,000, but noted that July and August usually are slow months. Plate likewise is down. He reported that while expenses are close to budget, the parish is running at a deficit of approximately \$50,000 and, consequently, the draw down is more than budgeted. He advised that some expenses will be reclassified as capital expenses. He stated that the audit is complete and he will present it to the Rector and Wardens in a week or so. In response to Vestrymember Cunnell's question, Mr. Gloster stated that he will provide more detailed information on the music expenditures. Mr. Ambos moved to accept the report and file it for audit, which carried unanimously.

Reports by Title

Rector's Report: Rev. Hollis submitted a written Rector's Report, Vestry, August 2014 and discussed particularly the section addressing the cessation of the monthly Children's Eucharist. Rev. Hollis noted that there has not been consistent attendance (anywhere from 3 to 25 persons), and she is trying to address how to best to welcome the families with children into the services, rather than have them attend a separate service. She advised that she has discussed the matter with Margaret Brown-Stansbury and has reached out to the families to solicit their views. She

also will address it in the Close Call. She will follow up with the families and is seeking input from all parishioners.

Committee Reports

Finance: Finance Committee Chair Carole Forsythe advised that she has spoken with PNC Bank who stated that, with current draw-downs being taken, the account only has sufficient funds for four years. She noted that only half the endowment is available since the Church pledged the balance as loan collateral and, consequently, the Church cannot spend those funds. She distributed a draft 2015 budget with no income changes and noted that all expenses will have to be carefully examined. In response to a question from Ms. Cunnell, Ms. Forsythe stated that the expenses such as property, staff, and music necessitated use of the principal over the past 20 years. In response to Vestrymember Artie Phills, Ms. Forsythe further advised that the outstanding loan debt is \$677, 000. Treasurer Gloster reported that approximately \$25,000 in principal will be paid this year.

Stewardship: Stewardship Committee Co-Chair Andy Murphy distributed his Stewardship Committee Report, August 11, 2014 which he also had sent via e-mail. He advised that the Committee is meeting on August 13, 2014, so he will report further at the next meeting.

Music: Music Committee Co-Chair Andrea Cunnell reported that the St. Cecilia and Children's choirs have disbanded due to lack of membership. The Committee is reviewing how best to address interested youth, such as a bell choir or incorporating them into the adult choirs. Rev. Hollis stated that she has been discussing the issue with Music Director John Sheridan and she will discuss the options with the interested youth as well. Ms. Cunnell further advised that the Committee is working with Rutgers-Mason Gross to increase outside use of the organ. This will serve two purposes: bring in increased revenue and keep the organ in form through increased use. Finally, Ms. Cunnell reported that Music Director has developed a concert program.

Children and Youth Formation: Committee Co-Chair Sheila Cooper noted that registration for Church School is August 24 and 31, and classes start on September 7. Ms. Cooper advised that she and Keith Thomas have met with Diocesan Youth Minister Debi Clarke to discuss program options, as the present curriculum is not addressing the youth's needs, not only for Christ Church, but for other parishes in the diocese as well. They will continue to discuss options, with the goal of having the youth remain active. Ms. Cooper reported that seven youth are registered for the confirmation classes Rev. Hollis is conducting in September and October. In response to Ms. Cunnell's questions, Ms. Cooper gave a basic breakdown of numbers and advised that the middle school youth are learning about the Church and the high school youth are exploring what it means to be a Christian teenager.

Fundraising/Special Events: Committee Chair Judith Kuldinow reported that the Shop with Scrip has not caught on despite her efforts to provide information and various options to parishioners. Ms. Kuldinow advised that she does not have expertise in fundraising and, despite her efforts, has not been able to recruit committee members, so she is seeking help. Vestrymember Artie Phills inquired as to whether a percentage of funds raised are earmarked for the general

fund or the Rector's Discretionary Fund, and noted that if there is not a policy, one should be developed. Ms. Cunnell suggested holding a meeting of all who have done fundraising to brainstorm ideas. Ms. Cooper and Ms. Cunnell will meet to discuss such a meeting.

Old Business

Archdeacon Peter Cornell: Rev. Hollis reported that she and Archdeacon Cornell are determining his duties and, once that is done, they can finalize the letter of agreement.

Street Fair/Ciclovia: Vestrymember Beth Binde reported that Christ Church had a water table at the New Brunswick Ciclovia event on July 12, 2014. She stated that it was a successful event that provided an opportunity to socialize with the public and to publicize the Church's presence in the community. She thanked all who participated.

New Business

Topics on the Minds of the Vestry: Vestrymember and Hospitality Co-Chair Melisande Skillicorn noted that the Committee will be sponsoring a potluck harvest dinner on November 15 and that there will be Stewardship Brunch on October 26.

Ms. Forsythe noted that she will not be able to give a detailed Finance Committee report as scheduled for the September Vestry meeting since the Committee is meeting after the Vestry meeting.

Ms. Cunnell stated that parishioners have complained to her about having two leaflets for Sunday services. Rev. Hollis advised that the format change for the leaflets has allowed Parish Administrator Julia Utz to accomplish work she had before been unable to do, since the Sunday leaflets had taken up so much time. Rev. Hollis stated that volunteers to help in the office would help the issue, but thus far, Ms. Utz's advertisement has not yielded any volunteers. Rev. Hollis further stated that this is an ongoing discussion with the Liturgy Committee. Mr. Gloster noted that having the seasonal bulletin in hard stock has helped, since it allows attendees to readily distinguish between the two leaflets. In response to Ms. Skillicorn's question, Rev. Hollis stated that printed readings are affordable, and Ms. Forsythe noted that other parishes have done this. Rev. Hollis stated that perhaps Ms. Utz can advise the parish of how the leaflets have helped her to get more done.

Rev. Hollis advised that she has finished her annual review of the Sexton and Music Director and has scheduled the review for the Parish Administrator. She will schedule a review for the Bookkeeper as well. The reviews have gone well.

Vestrymember Mel Garber advised that members of congregations in his native Sierra Leone affected by the ebola virus are trying to raise funds to help. He will write something up for the bulletin and webpage to advise parishioners how they can help.

Ms. Cooper asked that everyone please respond to her regarding the upcoming Ministries Fair.

The meeting adjourned on consent at 9:06 p.m. with compline led by Ms. Cunnell.

Respectfully submitted,
Gerri Callahan
Clerk of the Vestry