

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
Tuesday, May 12, 2015

Present: The Rev'd Joanna P. Hollis; Rector's Warden Artie Phills; People's Warden Sheila Cooper, Vestry members John Ager (arrived at 7:39 PM), Beth Binde (via telephone at 7:17 PM), Austin Cooper (via telephone at 7:29 PM), Carole Forsythe, Mel Garber, Mervis Johnson, Effie Lamptey, Debra Lowe, Andy Murphy, Melisande Skillicorn, Cheryl Ann Stofan

Also Present: Treasurer Jonathan Gloster (via telephone at 7:11 PM), Assistant Treasurer Eric Sanders

Absent: Vestry member Andrea Cunnell

Rev'd Joanna P. Hollis called the meeting to order at 7:06 PM with opening prayer by People's Warden Sheila Cooper.

Discussed chapters 3 and 4 of *The Agile Church* by Dwight Zscheile

Approval of Minutes of Regular Meeting of April 14, 2015: Sheila Cooper moved the minutes for approval with two corrections on page 2, updating "Carol" Ann Stofan to "Cheryl" Ann Stofan. The minutes carried with the correction. Vestry member Effie Lamptey abstained.

Correspondence: Clerk of the Vestry Debra Lowe reported no correspondence.

Treasurer's Report: Rev. Hollis reminded the Vestry members to review the Treasurer's Report prior to the meeting.

Jonathan Gloster highlighted that April's revenue exceeded expenses for the first time this year; the Easter fundraiser was helpful. Next month we will see the health care credit of \$4,900 which will help reduce insurance costs for the year.

Andy Murphy inquired about the line items for Advertising and Internet Expense. He wanted to know why Actual was higher than Budget. Jonathan Gloster explained that to have an increase in Advertising during Holy Week and the month of Easter is typical because it's our biggest advertising month. The budget number for Internet is a little off because we did not budget enough compared to the bills. He'll double check the figures and get back to the Vestry. Marketing and Communication is a new line item. The ad in the Yellow Pages is accounted for there.

Effie Lamptey inquired about the Bookkeeping fees, being that we currently do not have a Bookkeeper. Rev. Hollis explained that we had one for two days, and for those two days, the former Bookkeeper was training the new hire. For amount for the next two months will be zero.

Carole Forsythe moved to receive the report and file for audit. The motion carried unanimously.

Reports by Title

Rector's Report: Rev. Hollis highlighted a few items in her report. In April, she attended a conference on Black Clergy Leadership in Chicago. She said the conference was excellent and that one of her biggest takeaways was a reminder to spend much more time getting to know parishioners and the New Brunswick community, although administration keeps her very busy.

The Future and Sustainability Task Force met last month. It was a productive meeting. They discussed and identified the challenges they felt that CCNB was facing in general and then spent time identifying them as either things that could be addressed easily or things that would take a lot more time.

The 2016 Leadership Retreat will take place February 12 through February 14 at St. Marguerites Retreat House at the St. John Baptist Convent in Mendham.

Committee Reports

Children & Youth: Children & Youth Committee Chair Sheila Cooper submitted a written Children & Youth Report. She informed the Vestry members that the Easter candy sale was a success. They raised approximately \$700. In addition, Sheila stated that there are not a lot of children attending church school; average one per week. The numbers are concerning and we need to start thinking about church school differently. She said that it was helpful for the youth to have a Community Conversation. They learned a lot and now have a better perspective on what their experience has been.

Outreach: Outreach Committee Chair Mel Garber submitted a written Outreach Report. Mel informed the Vestry members that Barry Johnson resigned from his post as Chair of the Food Pantry. Rev. Hollis informed the Vestry members that she submitted a request for a Social Work intern, MSW who, if provided, may be able to help in the food pantry. Melisande shared that St. James has an active food pantry and they get a lot of support from Rutgers University and other surrounding churches. Rev. Hollis will send a note to the clergy in Northern Convocation to see if there is any assistance available.

Fundraising: The Fundraising Committee Chair Austin Cooper submitted a written report. There were no questions.

Old Business

One-on-One Reflection: Rev. Hollis thanked the Vestry members for having One-on-One conversations with parishioners. She would like the Vestry to continue them. Based on the Vestry's feedback, she stated it was very helpful and she may invite the parish to have the conversations with each other in the fall.

Discretionary Fund: Treasurer Jonathan Gloster presented the analysis of the loose plate income collected on the first Sunday of every month, for the last six months, in an effort to help the Vestry decide on how to increase the discretionary fund account. Based on the analysis, the amount would be approximately \$2,400 per year. As opposed to using those funds, Vestry members decided to pilot putting a special envelope out the first Sunday of every month specifically for the discretionary fund. It will be advertised before so that the Parish knows what the money is used for. Rev. Hollis suggested we

start in July. Prior to that, we will put the information in the Close Call and mention it during the announcements on Sunday. Vestry member Mel Garber suggested that at the end of the year we have a birthday challenge to raise money for the discretionary fund. This will be taken into consideration.

Vestry member Carole Forsythe contacted the CFO of the Diocese to see if other churches were giving money to the Fund for the Aged and Infirm Clergy and the Fund for Relief of Widows, Widowers, and Orphans of the Clergy of the Diocese. She indicated that very few are and recommended that we hold off doing so until we have surplus funds.

Diocese Fair Share: The Vestry members had a robust conversation regarding the Diocese Fair Share. Currently we give \$42,500 and the request is \$71,000. Rev. Hollis indicated that this is will be a continual conversation and that we will make a decision at the budget meeting in December 2015.

Topics on the Mind of the Vestry: Rev. Hollis reminded the Vestry members that the Midyear Parish Meeting is taking place on June 7, 2015 at 9:30 AM; there is will one combined service.

In addition, Ali Van Kuiken's ordination is on June 3. The Altar Guild will be celebrating with a cake. The Altar Guild would also like to thank Martha for her service as Chair of the Altar Guild. She is stepping down from this role.

A reminder should be put in Close Call reminding parishioners to pay their offering during the summer months when a lot of people are on vacation. It is extremely helpful to the parish.

The Tea Party will be held on Saturday, June 6, from 3 PM to 5 PM.

Rev. Hollis reiterated to the Vestry members that the Sunday announcements should not be read to the congregation. She asked that we point out and/or highlight key events. She also stated that the microphone should be held close to the mouth so that everyone is able to hear the announcements.

The meeting adjourned on consent with Compline at 8:51 PM.

Respectfully submitted,
Debra P. Lowe
Clerk of the Vestry