

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
Tuesday, August 11, 2015

Present: Rector's Warden Artie Phills; Vestry members: John Ager (via telephone), Beth Binde (arrived at 7:07 PM), Austin Cooper (arrived at 7:05 PM), Carole Forsythe, Mervis Johnson (via telephone), Effie Lamptey, Debra Lowe, Andy Murphy, Cheryl Ann Stofan

Also Present: Treasurer Jonathan Gloster (via telephone)

Absent: The Rev'd Joanna P. Hollis; People's Warden Sheila Cooper, Vestry members: Andrea Cunnell, Mel Garber, Melisande Skillicorn

Rector's Warden Artie Phills called the meeting to order at 7:03 PM with opening prayer by Debra Lowe.

Artie Phills informed the members of the Vestry that per the email from Rev'd Hollis, she would not be present due to her not feeling well and that he would be leading the Vestry Meeting.

Dwelling in the Word was John 6: 51-58

Approval of Minutes of Regular Meeting of June 9, 2015: Andy Murphy moved the minutes for approval.

Correspondence: Clerk of the Vestry Debra Lowe reported that a thank you and acknowledgement of a donation from Christ Church New Brunswick in the amount of \$160 was received from the president of American Friends of the Episcopal Diocese of Jerusalem (AFEDJ). Jonathan Gloster informed the Vestry members that the money was the plate offering from Good Friday's Service.

Treasurer's Report: Jonathan Gloster explained the written Monthly Financial Report. He stated that there was a decline in revenue, which is typical for summer. Jonathan pointed out that the plate offering was down significantly. Overall operating expenses are only 91% of projected budget. The deficit is \$45,337. The intention is to have the upcoming fundraising events make a positive impact.

A Vestry member asked about the line item for pest control. Jonathan explained that we did have an exterminator come in as a part of regular maintenance. Jonathan also pointed out that rentals are down in the summer because the church does not have air conditioning; the groups look for other places in the summer. Rector's Warden Artie Phills mentioned that he received a letter from a group stating that they are returning on August 16.

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

Reports by Title

Rector's Report: Rector's Warden Artie Phills asked the members of the Vestry if they were in agreement with Rev. Hollis' recommendation to make Jerry Skillicorn a Priest Associate of the parish.

Everyone was in agreement. Austin Cooper moved to accept the title Rev'd Hollis recommended. The motion carried unanimously. Beth Binde will update the website as soon as Rev. Hollis informs her that she's spoken to Jerry Skillicorn.

Committee Reports

Stewardship: The Stewardship Committee Chair Andy Murphy submitted a written Stewardship committee report. He informed the Vestry members that the Stewardship Committee learned from last year's cottage meetings and will be doing things a bit differently this year. This year, they will have sign-up sheets and have people select the day and location they would like to attend; as opposed to last year, where the day and location were assigned. The meetings will focus on serious conversations with respects to finances. The committee will discuss the script at their next meeting. The ingathering of pledges begins November 1, 2015.

Music: Vestry member Debra Lowe read an email received from John Sheridan, Director of Music & Organist. The email stated that Andrea Cunnell, Music Committee Chair, reached out to him for an update. He is in the process of planning the music for this fall and winter. The Music Committee will meet in August and have information to report for the September Vestry meeting.

Children and Youth Formation: Children and Youth Formation Committee Chair Andy Murphy submitted a written Children and Youth Formation Committee Report. Andy highlighted the Senior Youth Trip to the Jersey Shore on June 12 and June 13, where about 12 children and adults went to the Children's Specialized Hospital in Toms River to volunteer. He stated that this was the first time going to this location and that it was a success. Also, Andy mentioned that there are several graduating seniors in the group. Therefore, the future state of Children and Youth Formation is unknown because of the large age gap between high school children and young children. He will submit an article to be placed in Close Call.

Fundraising/Special Events: The Fundraising/Special Events Committee Chair Austin Cooper submitted a written report. Austin highlighted that the church will have a rummage sale on October 3 and October 4. Items for sale will be: clothes, shoes, china, baby clothes, toys, books and jewelry. He will place an announcement in the church bulletin. In addition, an Italian dinner will be held at the church on November 7. Austin asked for the Vestry's approval to move forward with these two fundraisers. The Vestry moved to have Austin move forward with the planning and that we agree with the proposal put forth by the Fundraising/Special Events Committee. Vestry member Carole Forsythe suggested that the flyers be printed in English and Spanish. Vestry member Beth Binde mentioned that Cyclovia is on October 4, which works out well for the church.

Austin mentioned that there is a new director for St. Augustine's Choir. Therefore, he is unable to confirm a date at this time.

Old Business

Fund Raising Policy: Rev'd Hollis had a meeting with the groups that host events and she met with the Fundraising Committee to gather their input. All committees approved the new policy to allocate 20%

of earnings to budget and 80% to the committee. Beth Binde moved to approve the new policy. The motion carried unanimously. The new policy goes into effect immediately. Fundraising Committee Chair Austin Cooper will write something to submit to Close Call.

Matter of the Estate of Gladys K. Anderson: The attorney representing Christ Church New Brunswick and other religious groups is Ryan L. Erdreich, Esq. from Piscioti Malsch Counselor & Litigation. The hearing on July 3, 2015, went well; they are filing a legal order. All but two of the charities are represented; all defendants' interests are aligned. Nothing we need to do at this time. Vestry member John Ager asked how much do we owe. Jonathan Gloster stated that we have not received a bill yet. The members of the Vestry would like to understand the total cost.

New Business

Rector's Job Description: Rector's Warden Artie Phills asked for feedback on the Rector's job description. He explained that Rev'd Hollis wants to work with the Executive Committee on goal setting and come back to the Vestry for additional input. The Vestry members did not have any feedback to offer and indicated that they would review the job description and be prepared to discuss it in more detail at the next Vestry meeting.

Ministry Fair: Rector's Warden Artie Phills announced that the Ministry Fair will be held on September 27. He indicated that committee chairs and parishioners who participate in committees will be responsible for sharing information about their ministry at the fair. He asked that Vestry members let People's Warden Sheila Cooper know if they are participating.

Topics on the Mind of the Vestry:

Rector's Warden Artie Phills informed the members of the Vestry that he, Carole Forsythe and Jim Nichols attended the first of many Faith-Based Security Strategy Meetings hosted by the AME Church. He indicated that it was timely, considering the recent incidents that took place at Christ Church. He stated that over 200 people attended and that there are over 16,000 religious organizations in NJ; churches are soft targets. We need to be on the lookout, aware of our surroundings and people asking a lot of questions. An action item that came out of the meeting was that Christ Church creates a Security Committee and conduct a risk assessment. Vestry member Beth Binde indicated that she'd be interested in being on the Task Force. Carole mentioned that someone from the Property Committee, Communications Committee and lay persons should be on it as well.

Interviews are still being held for the Director of the Food Pantry.

Leadership Retreat – Vestry members expressed concern over the Friday and Saturday overnight stay. Members indicated that a one night stay or not having to spend the night is doable for them.

Vestry member Andy Murphy asked to revisit the Diocese Fare Share. He pointed out that we are looking at a deficit of \$45,000. Yet, we are sending \$42,000 to the Diocese. He pointed out the items that we've cut from our budget already e.g. music soloist, bookkeeper. Carole Forsythe, the Finance Committee Chair and Jonathan Gloster, Treasurer, reiterated that we give 10% of our revenue.

However, they pointed out that other churches are concerned as well. Rector's Warden Artie Phills will speak with Rev'd Hollis.

The meeting adjourned on consent with Compline at 9:00 PM.

Respectfully submitted,
Debra P. Lowe
Clerk of the Vestry