

Christ Church
Vestry Meeting Minutes
Regular Meeting of the Vestry
Tuesday, May 10, 2016

Present: The Rev'd Joanna P. Hollis, Rector's Warden Artie Phillips, People's Warden Sheila Cooper, Vestry members: John Ager, Beth Binde, Austin Cooper (arrived at 7:22 PM), Carole Forsythe, Mel Garber, Jean Houvener, Mervis Johnson, Penelope Lattimer (arrived at 7:34 PM), Debra Lowe, Andy Murphy, Beverly Stott, Patricia Warren

Also Present: Treasurer Jonathan Gloster (via phone)

Rev'd Joanna P. Hollis called the meeting to order at 7:02 PM with opening prayer by John Ager

Dwelling in the Word was John 14:8-17 (25-27)

Review of Consent Agenda:

Rev'd Hollis provided Vestry members with a copy of the booklet she received from the Diocese of New Jersey titled: Invite – Welcome – Connect. She encouraged the Vestry members to read it and stated that it is a good resource.

With respects to the Rector's report, Rev'd Hollis stated that she was elected to the diocesan Disciplinary Board and the Bishop asked her to be the Chairperson of the Board. She stated that the Board only meets if a Title VII claim is filed; they currently have one case pending.

Finance: Finance Committee Chair Carole Forsythe submitted a written Finance Committee report. There were no questions.

Property: Property Committee Chair John Ager submitted a written Property Committee report. He stated that there is a lot of work to be done. John would like to have a Day of Service on a quarterly basis, as last year's Day of Service was uninspiring.

The consent agenda was moved for approval.

Treasurer's Report: Treasurer Jonathan Gloster highlighted several items. The total income is slightly behind budget and expenses are below projections. Pledges are higher than projected and plate is running behind budget. Our accumulated YTD deficit is \$48,685.

A question was asked on how we supplement cash flow during the summer months. Jonathan explained that sometimes money will be transferred to cover expenses. He stated that it picks up in December as that is our biggest month. Giving Statements were also sent out; parishioners are encouraged to pay on time and/or in advance. Jonathan indicated that parishioners will be reminded that they can pay electronically and by credit card (a fee is charged for credit card payments) before they go away for summer vacation. Rev'd Hollis stated that CCNB currently uses PayPal. It was suggested that laminated cards be placed in the pews for individuals to put in the collection plate if they pay on line.

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

Correspondence: Clerk of the Vestry Debra Lowe reported that the Diocese of New Jersey Jubilee Ministry sent a letter with a check for \$300. The donation will support CCNB's community garden and food pantry.

Old Business

Vestry Prayers and Reporting Committee Schedule: Clerk of the Vestry Debra Lowe reviewed the Vestry Prayers and Reporting Committee Schedule with the Vestry members. There were no questions.

The Work:

Rev'd Hollis stated that we need to finish the conversation about doing the work necessary to move the parish forward. Rev'd Hollis indicated that she was clear in the Rector's Report on where she stands. She feels strongly about the investment. This is not a time to experiment. However, this is the Vestry's work and the members need to decide how it will be taken on. Kim Fletcher, who has expertise in consulting work, will help the Vestry manage the projects.

Using mutual invitation, each Vestry member shared their thoughts on moving forward with "The Work". The majority of members were in favor of moving forward with Kim. However, the ability to fund "The Work" remained a concern. Rev'd Hollis reviewed the Key Priorities and Time Frames document. She reiterated that while Kim will lead a couple of the priorities listed, her role will be to manage the overall project and the Vestry will do the work.

The motion to use Kim Fletcher to manage the projects as listed was moved for approval. The motion carried unanimously.

With respects to funding, Rev'd Hollis indicated that estate case for Gladys K. Anderson should be settling soon; possibly by the end of the summer. The amount should be approximately \$300,000. CCNB will share the attorney's fee with St. John's in Elizabeth. Rev'd Hollis said that two Vestry members have donated to help fund "The Work". She will also donate and invites all other Vestry members to do the same. Rev'd Hollis suggested putting a cap on the expense. Treasurer Jonathan Gloster agrees with a cap. Otherwise, costs can increase quickly.

Vestry member Penelope Lattimer proposed that we pay Kim Fletcher a total not to exceed \$11,000 that she stipulated; what is outlined in scope of work on the Key Priorities and Time Frame document. The motion carried unanimously.

Rev'd Hollis will call Kim tomorrow regarding beginning the project work. She will also ask Kim to contact the Vestry members. In addition, Rev'd Hollis will share the Google doc so that Vestry members can sign up to lead a project and/or be on a project committee.

New Business:

[None scheduled]

Topics on the Mind of the Vestry:

Rector's Warden Artie Phillips asked for volunteers for unloading trucks for the food pantry. He stated that the Rutgers student volunteers haven't shown up for the past few weeks. More internal volunteers are needed as they cannot rely on external resources. People's Warden Sheila Cooper mentioned that a flyer will be sent to the youth groups (grades 7-12) of local Episcopal Churches to volunteer on Tuesdays, Wednesdays and Fridays. Families are also welcome. Sheila will also put an announcement in Close Call.

Artie also mentioned that he is close to finalizing the brochures on the rental space available in CCNB. The brochures will be distributed outside of the parish as a way of increasing revenue.

Vestry Member Beverly Stott reported that \$200 was made from the pancake breakfast held on Mother's Day.

Vestry member Jean Houvener reminded the Vestry members that the musical concert is being held on May 22. She is selling tickets and hopes that the Vestry and parish will support them. Rev'd Hollis asked the Vestry members to let her know if they are aware of someone who would like to attend, but cannot afford it, as there were several tickets donated.

Vestry member Beth Binde is looking for volunteers for the Communications Committee. The responsibilities include: posting weekly events and pictures and editing. Beth will train them; the volunteering can be done remotely.

People's Warden Sheila Cooper reminded the Vestry members that Devine Design Paint Night is being held on May 28. Tickets are \$40 and the maximum number of attendees is 40. The finished paintings may be hung in the Nicholas Room or the restrooms.

Rev'd Hollis informed the Vestry members that she has received two new pledges this month.

The meeting adjourned on consent with Compline at 9:28 PM.

Respectfully submitted,
Debra P. Lowe
Clerk of the Vestry