

Grace Episcopal Church
Minutes of the Vestry Meeting
Tuesday, November 11, 2008

Vestry Present: Katie Compton, John Cullinane, Dick Entenmann, Janet Heyer,
David Jayne, Jim Moore, Carlos Nunez, and David Willard

Vestry Absent: Rebecca Harrison, Michele Huber, James Krakowski,
Denise Miller, and Weezer Weir

Clergy Present: Rev. Irene Jones, Rev. Emily Davis

Guests: Dick Corbet, Pastoral Care Chair
Tim Engelbrecht, Treasurer
Mike Heyer, Finance Chair
Tim Wooldridge, Personnel Chair

The meeting was called to order at 7:00 P.M. by Senior Warden David Willard.

Rev. Jones offered an opening prayer and directed a group reading of the Baptismal Covenant. Each person present then responded by indicating how he or she would try to uphold one of the covenants.

Dick Entenmann was welcomed as the newest member of the Vestry.

Dick Entenmann moved and David Jayne seconded approval of the agenda as amended with the addition of an item suggesting that there be established a regular system of thanking persons who go out of their way to help in a church activity or program. Passed.

Janet Heyer moved and Dick Entenmann seconded approval of the minutes of the October 14 meeting. The motion passed.

Contract for Transition Priest-in-Charge

Tim Wooldridge explained the contract for Transition Priest in Charge Jones and asked that the document be amended to allow payment of social security not to exceed \$2,104.00.

Katie Compton moved and Carlos Nunez seconded approval of the contract as amended. The motion passed.

Senior Warden David Willard asked Rev. Davis, Rev. Jones, Dick Entenmann, and others to be named to research furniture needs for the rector's office. If the furniture selected needs replacement when a new rector is called the furniture will then be used for the Rev. Davis's office.

Treasurer's Report

Treasurer Tim Engelbrecht reported that income, year-to-date, is about \$29,000 below budget. This may be improved somewhat by pledges expected in the month of December. Expenses are slightly below budget. Contributions to the Invest in Grace campaign have increased to \$12,500 but are still significantly below the goal of \$24,000.

Jim Moore moved and Dick Entenmann seconded approval of the Treasurer's report. The motion passed.

Mike Heyer presented the preliminary budget for 2009. Once results on the stewardship campaign become available, the budget will be submitted for approval by the vestry.

Tim Engelbrecht reported that he will retire as Treasurer at the end of this year and Mike Heyer will take over the position of Treasurer beginning January 1, 2009. In view of this change, Tim suggested that Mike be named Assistant Treasurer until that date.

Dick Entenmann moved and Jim Moore seconded that Mike Heyer be appointed Assistant Treasurer. The motion passed.

Search Committee

Dick Entenmann reported that 32 packages of information have been sent to prospective clergy. All responses are going through the Diocese. Three of the 32 have declined to be considered. Search Committee is set to begin reviewing responses and will follow up with phone calls and/or personal visits.

Stewardship

Dick Entenmann reported that 66 people attended the stewardship dinner on November 9. Forty-one commitment packages were distributed and 13 returned that evening reflecting a total of \$63,635 pledged. Of the 13, seven reflected an increase and six remained the same as this year. A total of 235 pledge packages have been mailed with response requested by December 1st. Tracking is set up for each Monday.

Pastoral Care Committee

Dick Corbet presented a comprehensive overview of Grace's pastoral care ministry which includes eight lay teams plus the clergy. All eight lay teams are led and staffed by dedicated parishioners who have been performing their various services for many years. Not only are new people needed but also training in the teams' activities. The complete report is attached.

Nominating Committee

Jim Moore reported that the Nominating Committee now has a full complement of 12 people. They are meeting on Sunday mornings. So far, they have list of ten people who are willing to be considered for Vestry positions. The committee is reviewing these persons to find those who have strengths and talents similar to retiring Vestry members.

By-Laws Revisions

Following a review of the proposed revisions to the church by-laws, the following changes were suggested and voted upon:

Article 111, Section 1 – Dick Entenmann moved and John Cullinane seconded that the following sentence be added: “To be a qualified member eligible for election to the Vestry, the member must be regular in attendance committed to proportional giving through a pledge.” The motion passed.

Dick Entenmann moved and Carlos Nunez seconded revision of the new Section 6 to read: “Vestry members are expected to attend all meetings of the Vestry and fulfill the duties delegated to them. Any vestry member missing three or more regularly scheduled meetings of the Vestry within a twelve-month period may be removed from the Vestry by a majority vote of a quorum of the Vestry.” The motion passed.

Dick Entenmann moved and Janet Heyer seconded approval of addition to Article VI, Section 3. “Each year the two members of the Endowment Committee whose terms expire shall be replaced by two members nominated by the Nominating Committee and elected by the Vestry at the January Vestry meeting.” The motion passed.

David Jayne moved and Katie Compton seconded approval of the revision of Article VI, Section 3 to read “The Nominating Committee shall consist of no more than twelve persons appointed by the Rector, including those members of the Vestry whose terms will expire at the next annual meeting and members of the Parish at least equal to the number of Vestry members. No member of the Vestry whose term will continue beyond the next annual meeting shall serve on the Nominating Committee. The Nominating Committee shall, insofar as possible, be broadly representative of the Parish as a whole.” The motion passed.

Janet Heyer moved and Carlos Nunez seconded approval of the revisions to Article VII, Section to read: “The Endowment Committee shall manage such bequests and endowment funds as the Vestry may direct.” The motion passed.

Janet Heyer moved and Carlos Nunez seconded approval of the revisions to Article VII, Sections 3 to read “The Property Committee shall supervise the care and maintenance of the buildings, property, and equipment of the Parish; shall prepare recommendations for renewal and replacement of buildings and equipment; shall carry out all projects approved by the Vestry; shall recommend and monitor contracts for maintenance, repair

and replacement of equipment and facilities; and shall prepare recommended policies for use of buildings, facilities and equipment by outside organizations.” The motion passed.

Chair of Ministry Chairs

After two years as Chairperson of the Ministry Chairs, Susan Lauber has indicated a desire to retire from that position after Easter. The vestry indicated a desire to review the functioning of the Ministry Chairs Committee to determine if the structure of the committee needed to be reviewed. Senior Warden Willard asked Dick Entenmann and Janet Heyer to meet with current Chair, Susan Lauber and at least two other regularly attending members of the Ministry Chairs to discuss the operation of the Committee of Chairs.

Curate's Report

Curate Emily Davis reported that St. Thomas Church will meet every Sunday with the rest of the congregation. The youth ministry needs help.

Transition Priest's Report

Rev. Jones announced that worship leader training will be held on Saturdays January 10 and January 17, 2009 for acolytes, lectors, Eucharistic Visitors, chalice bearers, and others who participate in worship services.

Junior Warden's Report

In the absence of Junior Warden James Krakowski, David Willard reported that a clean up of the church property was held on Saturday, November 8 and that another session is scheduled for Saturday, November 15 and volunteers are needed. He noted that Denise Miller has done a great job of providing leadership for this activity.

Dick Entenmann moved and Katie Compton seconded that needed repairs to the roof be made and that Fernando be authorized to proceed with the work. The motion passed.

Senior Warden's Report

Written reports for the Annual Meeting are needed by January 5. Ministry chairs are to contact chairs of ministries in their SWEEPS area for their reports. Ministry chairs will be given an opportunity to report orally at the meeting and will be asked to recognize each of the chairs of ministries in their SWEEPS area.

Senior Warden David Willard moved and Dick Entenmann seconded that a contribution of \$50.00 be made to the Meacham Park Association for its annual winter celebration. The motion passed.

A discussion of the 150th anniversary of Grace Church will be held at the next Vestry meeting.

Parishioners have approached the Senior Warden offering to establish a Flower Guild for Grace. The Reverend Jones will meet with the Alter Guild Director to explore this possible new ministry.

Attention was called to the need to fund bagpipers for the celebration of Kirkin of the Tartans on Sunday, November 23. Dick Entenmann moved and Carlos Nunez seconded that the Vestry support this effort if contributions fall short of the full amount of \$850.00. The motion passed.

Senior Warden Willard thanked Dick Entenmann and the Stewardship Committee for the excellent dinner event on November 9.

Rev. Davis offered a closing prayer and the meeting adjourned at 10:30 P.M.

Respectfully submitted,
Shirley Browne, Secretary