

Grace Episcopal Church
Minutes of the Vestry Meeting
Vestry Retreat at King's House, Belleville IL
Friday, February 2, 2018

Vestry Present: Lyn Ballard, John Dotson, Kelly Eschenroeder, Mike Johnson, Rebecca Harrison,
Chris Ludbrook

Vestry Absent: Mike Heyer, Pat O'Brien, Tom Voller

Clergy Present: The Rev. Todd McDowell

Guests: Norm Olson, stewardship consultant

The meeting was called to order at 7:08 p.m.

The opening prayer was given by Father Todd.

Father Todd explained that much of the evening's meeting will be informational, for the benefit of the new Vestry members. There will be no financial report, as the January numbers are not available this early in the month. The financial reports for January and February will be given at the March Vestry meeting. Father Todd talked about how the merger of St. Matthew's and Grace has improved the life of our church. Father Todd reminded Vestry members to let either him or Lyn Ballard, Senior Warden, know if they will be unable to attend a Vestry meeting.

Junior Warden Report: 2017 Junior Warden Mike Johnson reported that the work in Albright Hall has been completed, including new flooring with inlaid labyrinth, repainted baseboard heater covers, and new doors for the storage space under the stage. The project came in under budget. Since the labyrinth was partially funded with a grant from the Diocese, financial reporting on the project must be submitted to the Diocese. Senior Warden Lyn Ballard will make reports as needed. Mike discussed a major project that will take place in the future – the installation of the St. Matthew's spire. The project plans are complete and required permits have been obtained. Bids for the installation have come in much higher than anticipated. Mike will be available to the new Junior Warden, Rebecca Harrison, for questions about the spire project. Mike pointed out that a large amount of the Junior Warden's job comes from the Lab School. Mike emphasized the importance of input from the parish. He urged all parishioners to contact the Junior Warden, or any Vestry member, when they notice something in the building or on the church grounds that needs attention. The sooner problems can be addressed, the less the repair is likely to cost. Father Todd extended thanks to Mike for serving as Junior Warden, and noted that 2017 was the first year that the building and grounds budget closed out with a surplus since Father Todd arrived at Grace.

2018's Junior Warden, Rebecca Harrison, extended thanks to Mike for agreeing to give her occasional help with building and grounds issues. Dick Entenmann will assist Rebecca with HVAC issues. An online "suggestion box" on Grace's website was discussed. It would serve as a place for parishioners to make known concerns they have about building and grounds issues.

Senior Warden Report: Senior Warden Lyn Ballard explained how the Executive Committee prepares for Vestry meetings. The Executive Committee consists of the Rector, the Senior and Junior Wardens, the Treasurer, and the head of the Personnel Committee. Lyn distributed to all Vestry members the diocesan Policies and Procedures Concerning Allegations and Incidents of Sexual Misconduct. At the March Vestry meeting, Vestry members will be asked to sign a form indicating that they have read the handout and will abide by the policies and procedures.

Lyn will submit a final financial report concerning the labyrinth to the Diocese. She will also submit reports at six and nine months post-installation to let the Diocese know how the labyrinth is being used. A labyrinth committee has been formed, and there is room for more members on the committee. The staff has been putting together a schedule for labyrinth use during Lent, and is putting together documents explaining how to use the labyrinth. Lyn stressed that the labyrinth is a community resource. It is hoped that the labyrinth will be used by all churches in the Diocese, by churches in the Kirkwood area, and by individuals and groups. Lyn will attend a session on labyrinths at the Mercy Center on March 11. She will invite the speaker to come to Grace to see our labyrinth. On February 24, Lyn will attend a banquet attended by nuns in Albright Hall. If parishioners have books about labyrinths that they are willing to donate, they will be gratefully received and placed in the Keane library.

Report of the Rector: Father Todd spoke to the Vestry about the governance of the Episcopal Church. He distributed pages from the *Constitution and Canons of the Episcopal Church in the Diocese of Missouri* that pertain to church leadership (pages 38-39, and pages 52-53) as well as *The Parish By-Laws of Grace Episcopal Church*. The two new Vestry members will receive three ring binders with information helpful to new members. Contact information for Vestry members, Executive Committee members, Convention Delegates and staff was distributed to all Vestry members, as well as the schedule for Vestry counting, greeting and lock-up duties.

Father Todd noted that the sacristy area and the Lab School hallway will be getting security cameras. There is no audio recording available on the security cameras, which ensures that confidential conversations are not recorded.

Father Todd noted that all Vestry members have a church mailbox, located in the area between the parish office and the narthex. The Vestry minutes and the monthly financial report will be emailed to all Vestry members.

Mike Johnson moved, and Rebecca Harrison seconded, that the minutes from the January 16, 2018 Vestry meeting be approved as written. Motion passed.

Lyn Ballard moved, and Mike Johnson seconded, that the minutes from the special Vestry meeting on Sunday, January 28, 2018 be approved as written. Motion passed.

Father Todd noted that the Executive Committee works hard to prepare for Vestry meetings, which helps the Vestry meetings run as smoothly and efficiently as possible. Vestry meetings are open to parishioners, and the Vestry strives to keep the business of the church as transparent as possible. Confidentiality is maintained when warranted (as in business concerning personnel issues). Vestry members are asked to bring comments they receive from parishioners to the attention of the entire Vestry.

Stewardship consultant Norm Olson let the Vestry know that the Vestry retreat sessions held on Saturday, Feb. 3 will be: 1.) How to attract millennials and 2.) How we can afford to do what we want to do at church.

Lyn Ballard moved, and Rebecca Harrison seconded, that the meeting adjourn. Motion passed.

Respectfully submitted,

Sue Nixon
Secretary of the Vestry

Motions from the February 2, 2018 Vestry meeting

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