

Grace Episcopal Church
Minutes of the Vestry Meeting
Tuesday, December 12, 2017

Vestry Present: Kurt Feigley, Mike Johnson, Rebecca Harrison, Mike Heyer , Chris Ludbrook, Pat O'Brien, Marty O'Leary

Vestry Absent: Lyn Ballard, Tom Voller

Clergy Present: The Rev. Todd McDowell

Guests: Tim Engelbrecht, Treasurer; Dick Entenmann, Stewardship Committee and Personnel Committee member

The meeting was called to order at 7:00.

The opening prayer was given by Kurt Feigley. The opening prayer at the January meeting will be given by Mike Heyer.

The evening's agenda was amended to move the evening's devotional to the end of the meeting. Dick Entenmann will give the stewardship progress report and address the Vestry on a personnel issue. Mike Heyer moved, and Rebecca Harrison seconded, that the agenda be accepted as amended. Passed.

Rebecca Harrison moved, and Mike Heyer seconded, that the minutes from the November 14, 2017 Vestry meeting be approved as written. Motion passed.

Five Marks of Mission:

Ministries of Governance, Administration, Stewardship and Facility:

Financial Report:

Tim Engelbrecht presented the financial report for the eleven months ending November 30, 2017: Pledge Income for the month of November was \$24,951, which was \$10,855 below budget. YTD Pledge Income was \$346,009 versus the budgeted amount of \$348,794. Total Revenues for the month were \$42,521, which was \$11,950 below budget. YTD Total Revenues were \$549,123, which was \$4,415 above budget. Total Expenses for November were \$47,110 which was \$833 above budget. YTD Expenses were \$534,708, which was \$22,912 below budget. Net Revenue for November was (\$4,589) which was \$12,827 below the budgeted amount of \$8,238. YTD Net Revenue was \$14,416, or \$27,327 above the budgeted amount of (\$12,911). Our current cash reserves would cover an estimated 1.86 months of the budgeted 2017 expenses.

Mike Heyer moved, and Rebecca Harrison seconded, that the Vestry accept the financial report for the eleven months ending November 30, 2017. Motion passed.

Personnel: Dick Entenmann explained that there are currently excess funds in the Assisting Clergy Stipend account. On the recommendation of the Personnel Committee, Rebecca Harrison moved and Mike Heyer seconded, that the Vestry approve a payment of \$1,000.00 to the Reverend Virginia Bennett, with the funds coming from the Assisting Clergy Stipend account.

Stewardship Status Report: Dick Entenmann reported that 130 pledges have been received to date, totaling \$381,910.00. This amount is a little lower than this time last year. The current projection for total pledged is \$394,277.00. There have been eight lost pledges (due to deaths and transfers) and eight new pledges for 2018.

Dick reminded the Vestry to use the services of the Norm Olson, stewardship consultant.

Budget: Tim Engelbrecht distributed a draft copy of the 2018 budget, and reviewed it with the Vestry. The next steps are to have Father Todd review the draft budget with the staff, and then have the finance committee review their recommendations. Rebecca Harrison moved, and Chris Ludbrook seconded, that the January Vestry meeting be held on the third Tuesday of the month (January 16, 2018) to allow the finance committee sufficient time to prepare the budget. Motion passed.

Dick Entenmann pointed out some increases in the 2018 draft budget having to do with personnel: 1.7% cost of living increase, with an accompanying increase in tax and pension payments; \$6,000.00 for a choral scholarship; a 6% increase in the cost of health care benefits; and a 3% merit pay increase (about \$8,500.00 total). Dick asked the Vestry to consider the increases, keeping in mind how the staff has taken on additional work now that Grace no longer employs a financial administrator.

The Vestry extended thanks and recognition to the personnel and stewardship committees for their dedication and hard work.

Nominations for Vestry and Convention Delegates: Marty O'Leary and Kurt Feigley reported that there was nothing new to report. Names of nominees must be announced at worship one month before the annual meeting.

Scatter Garden – Columbarium: Mike Heyer reminded the Vestry that, in the past, there had been discussion about creating a scatter garden near the columbarium. Mike offered to spearhead an effort to make that a reality. The scatter garden would be part of a contemplative prayer garden. Funds would come from the Bennett Avenue account. The balance in that fund will be known after completion of the labyrinth and spire installation.

Rebecca Harrison asked for help with the greening of the church following the 10:00 service on December 17.

Junior Warden Report: Junior Warden Mike Johnson reported that the November workday went well, and extended thanks to those who participated.

Security cameras are now operating in all of the areas of the church that were deemed necessary except for near the sacristy and the columbarium.

Asbestos removal in Albright Hall is going well. All of the vent covers have been removed and are being professionally cleaned and repainted. Mike has received a reasonable bid for new doors for the storage area under the stage.

Bids have been requested for installation of the St. Matthews spire.

Senior Warden Report: No report.

Report of the Rector: *Annual Meeting:* The annual meeting is listed on the calendar for January 21. It is normally held on the last Sunday of January, which would be January 28. The Vestry agreed that the annual meeting should be held on January 28, 2018.

Clergy Housing Resolution: Father Todd presented the Clergy Housing Resolutions for approval by the Vestry. Mike Heyer moved, and Rebecca Harrison seconded, that the Vestry approve the Clergy Housing Resolution for The Rev. Todd S. McDowell and the Clergy Housing Resolution for the Rev. Virginia Bennett. Motion passed.

Father Todd reported that he observed the cutting of the tiles for the labyrinth.

A pilgrimage to the Holy Land will take place in November, 2018. The trip is open to all. Grace Episcopal Church will be travelling with members of Christ Church in Bronxville NY. A brochure about the trip will be available in January.

Funds left over from the parish discretionary fund will be sent to the Kirkwood Ministerial Alliance to be used for vouchers for gas, food and lodging for needy people.

A list of needed facility improvements from 2014 was distributed to the Vestry, with notations indicating items that have been completed as of this date.

Several works of art have been donated to Grace. Donated items must be approved by the Vestry for acceptance. Rebecca Harrison moved, and Mike Heyer seconded, that two items donated by Lyn Ballard be accepted, and that three items from Carla Hildebrandt be accepted on the condition that the staff can find a use for them. Motion passed.

The evening's devotional was a reading of Compline.

Mike Heyer moved, and Marty O'Leary seconded, that the meeting adjourn. Motion passed.

Meeting adjourned at 8:46.

Respectfully submitted,

Sue Nixon
Secretary of the Vestry

Motions from the December 12, 2017 Vestry meeting

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