

# Saint Mary's Anglican Church

November 11, 2010 Vestry Meeting Minutes

<b>Vestry Members Present:</b>		
Fr. Michael Sclafani, <i>Rector</i>	Kyle Campbell, <i>Clerk</i>	Tom Metry, <i>Member</i>
Peter Cabbiness, <i>Sr. Warden</i>	Judy Wilson, <i>Treasurer</i>	Virginia Engel, <i>Member</i>
Gerald Hatler, <i>Jr. Warden</i>	Dcn. Jane, <i>member</i>	
<b>Vestry Members Absent:</b>	<b>Invited Guests:</b>	<b>Observers:</b>
Jack Van Patten, <i>Member</i>	None	None
Brandy Swisher, <i>Member</i>		

**I. Opening Prayer/Devotional**

The meeting was called to order at 6:05pm with prayer and devotional.

**II. Call to Order and Verify a Quorum**

It was verified that there was indeed a quorum.

**III. Minutes of October 14, 2010 Vestry Meeting**

A motion was made to accept the minutes from the October 14<sup>th</sup> meeting by Peter Cabbiness. The motion was seconded by Ginny . The motion was approved to accept the minutes.

**IV. Treasurer's Financial Reports**

- a. The treasurer's reports were distributed.
- b. A Transaction Detail by supplies was given for 2008, as well as the Capital Expense from the Money Market Account 9311.
  - i. A check was written to Office Depot for tape, staples for a total of \$88.74 for office use.
  - ii. Automatic withdrawal from Intuit was for the purchase of W-2s and 1099 for use for taxes for a total of \$142.72
  - iii. Debit card transaction for Tonorize.com. Colors and black toners were replaced for the Dell printer for a total of \$259.95. We were out of black, and the printer had shut down because we had been out of too many of the inks. Father Michael stated it was cheaper to purchase the kit of colors.
  - iv. Monies that come from the Money Market or Pat Elgin Account for the Tree Grant Project are included in 9311. It did not come out of our General Fund. It always prints it on page. Expenses have exceeded 6,000 on the budget report. Once the funds are reimbursed, it will reflect. Balances remain unaffected on the balance sheets, but it throws off the financial statement.
  - v. For the Youth Account, there was one deposit for \$40.00 for a money making project they had. Some expenses are included on the Transaction by Detail report. Three debit card transactions. One for Family Christian stores for music and a book for \$10.30. A debit transaction to Vons for snacks for the youth group for \$8.19. Debit transaction to dollar tree stores. Supplies were purchased for pumpkin carving. \$50.00 cash back was received to purchase pumpkins for a total of 66.26.
- c. Peter asked if we were still providing support for Father Short. Father Michael mentioned that there is a parishioner who donates specifically to the missions and St. Mary's essentially acts as a "middleman". A parishioner donates monies, and those monies are allocated to the missions items on the statements. Those monies are then sent to their designated mission activities each quarter. The church does not include monies in budget, but parishioners can continue to donate.
- d. Month by Month Analysis was distributed. Father Michael mentioned that he was pleasantly surprised with the month by month analysis. The giving for the month of October was not planned to be as high as they would, however, October was the second highest giving month. He continued that he hoped that the trend would continue. Father Michael also mentioned his meetings with other pastors regarding the lowest attendance weekend. Other pastors had experienced the same trend as we had that weekend, and hadn't been replicated to our parish.
- e. Youth Camp Scholarship and Building Fund. There are similar designated funds as the missions where parishioners can give specifically to Youth Camps and Building. Monies are transferred into their designated accounts on a sixth month basis and Father mentioned changing this to quarterly, as is done with the missions.

f. The Treasurer's Reports were received.

V. **Property Reports**

a. Jr. Warden Report

Gerry had fixed some of the flooring on the ramp to the Bishop Rivera building. He also mentioned some concern on the railing that there are some other minor repairs. He also replaced the rope on the bell. Father Michael mentioned that a plate needed to be fixed on a pew, one of the supports that attach the pew to the floor. If someone leans back, it separates a little bit.

b. Tree Grant & Mulch – Completed & Invoice Paid

Peter presented a report at the last Vestry report. The mulch has since been spread. An invoice was presented but the invoice wording was incorrect, however the monies were correct. Judy wrote in corrections and returned it to John Pape with what it needed to say, and it was corrected before the bill was paid. The invoice was paid.

c. Landscape Ties

A question was raised regarding the ties that were found in the overflow parking. Ron Hunt was contacted, and it was confirmed that he would take care of it. A timer is also planning on being installed at the basketball court.

d. Kyle brought up speakers for the organ. Whenever the lower notes are played, there is a lot of rattling coming from the speaker loft. Originally it was thought that there needed to be something to absorb the extra sounds and preventing of extra movement in the loft. It was actually found that that suspension rings for the bass speakers were completely shot, and the voice coils are shot. Bass speakers and module have been disconnected. Speakers are currently being looked into. The repairs should be less than \$50.

VI. **Other Reports**

a. Sr. Warden Stewardship Report

- i. Two meetings had been held. Tom attended both of them, and Kyle and Deacon Jane were able to attend one. Tom mentioned that he felt that the stewardship needed to be addressed today, and Father Michael reiterated that it needs to be an ongoing process.
- ii. Peter stated that there needs to be a goal set. It was mentioned that the goal should be \$175,000 fundraising would be needed. Budget should not be on par with what we have raised. Tom mentioned having meetings and small dinners to get parishioners to be personally invested in the stewardship program. Tom mentioned that if something is not done to raise more funds, we may be closing our doors. Tom mentioned that we should try looking into other alternatives for saving money if things were not turn out in our favor for the court decisions.
- iii. Pledge drives, suppers, and have separate fundraisers (one per quarter) to bring in about \$3,000 and realizing that after the pledges and fundraising, we may not come as close to our goal as needed, we might need some of the money from the nonprofit balanced with the Money Market endowment fund so that if we did loose our court cases, we would still have monies set aside. WE want to assure the parishioners that we do need a building fund and other major work. We want to make sure we don't just spend the money, and that there is a commitment to keep the funds. Market endowment funds can be replaced in the future. Other churches are also using these methods.
- iv. In stewardship, it is not just finances but also includes our time and bringing others to Christ. Peter wants to modify the Alpha program with our facility. Father Michael mentioned that he is familiar with it. It comes from a church in England. It is designed to spread the Gospel to non Christians, baby Christians, and those who have been away from the church for a time. The Grove Community Church does Alpha on a regular basis several times a year. It does not build your church. It is a basic Christianity program that reaches those in your community who choose not to go to church. Substantial cost and time commitment is great. It presents the Gospel in a relaxed, non-threatening way.
- v. Peter gave a testimony of his experiences with Alpha at St. Columba Anglican Church, and how it reinvested many of the parishioners as well as bringing others in. Net gain in people and investment. Peter mentioned modifying the Alpha program and making it match our needs. Father Michael asked if any other programs were being used at St. Columba.
- vi. Father Michael also mentioned the Alpha marriage program. It strengthens current marriages and save crumbling marriages. Fr. Michael said that he and Peppy are trained in that program and have attended it themselves and that he strongly supports doing the Alpha Marriage Course at St. Mary's. Fr. Michael also briefly discussed the various Christian Education programs being

offered by St. Mary's and he also mentioned that he and Pastor Deo were working on starting a new Discipleship Training program that is planned to start after the parish retreat in January.

- vii. Tom mentioned starting small group meetings, and then maybe they will continue to reach out on a one on one basis, instead of just from the pulpit. The idea is to develop a relationship beyond just a relationship established at church on Sunday. It will help with next year's pledges. Father Michael mentioned that if pledges are going to be done, they need to be done in the upcoming month so that a budget can be drafted and adopted by the vestry at the January Vestry meeting and then presented to the parish at the January Annual meeting.
  - viii. Peter mentioned contacting absent people, in a positive way. It can make a difference if other parishioners get involved in doing so. Peter also asked if we have greeters at the church. Fr. Michael said that the ushers were also greeters.
  - ix. Tom mentioned the possibility of having a committee formed to reach out to those who have left. Father Michael mentioned that this is not something that he would support as some of the people who have left will need to be met with individually, and reconciliation, in some cases, will need to take place. Fr. Michael said he supports one-on-one contact but not a committee. Gerry mentioned that people will not come back until they are ready and a change takes place.
  - x. A closed executive session began at 7:20pm and ended at 7:30pm.
  - xi. Budget needs to be decided on and whether it needs to be a faith based budget or a pledge based. Father Michael stated that regardless of what kind of budget we go with, a letter needs to be drafted and sent to parishioners with pledge cards because pledge cards help parishioners commit to their financial support. The letter needs to include info regarding the stewardship campaign, and that the letter needs to be from the vestry and not the rector.
  - xii. Ginny made a motion to have pledge cards out by Thanksgiving with a follow up for those that don't return by December 15th. Motion was seconded by Peter. Motion passed. Discussion continued regarding who would draft the letter. It was decided that Ginny and Peter would draft the letter and then circulate the letter for each member of the vestry to sign before giving it to Maryann to distribute to the members of the parish along with a self addressed stamped return envelope so that they can be returned back to the church.
- b. Youth Ministry Report  
Nothing new to report other than the positive time they had pumpkin carving.
  - c. TEC vs. DSJ Lawsuit Update  
We haven't heard back regarding the decision on the lawsuit. It is expected to be out before Christmas. A decision needs to be made before December 31<sup>st</sup>, as one of the justices will be retiring.
  - d. Ecumenical Relations & Area Church Happenings
    - i. Advent Lessons & Carols at St. Mary's to take place Nov. 28 at 6:30pm  
Second annual event. Clergy and members from five or six churches. Ginny mentioned inviting friends and neighbors.
    - ii. The church will be open from 8:30-9:30 for Silent Prayer Tuesday thru Friday It will open to anybody who would like to take advantage of it (local pastors and parishioners).
  - e. Deacon Jane  
Deacon Jane mentioned that going along with Stewardship, she will be having a dinner at her house, focus placed on the LEMs. It is the starting of "getting to know each other." Father Michael mentioned intentionally not attending so that LEMs will recognize Deacon Jane as the leader of that ministry.
  - f. Other Reports  
No other reports.

## VII. **Old Business**

- a. Diocesan Convention  
Father Michael mentioned there was a lot of discussion on the budget committee, and the diocese is facing some of the same financial challenges most if not all of our parishes are. One of those challenges includes budgeting for a new bishop. There is a plan for a new Bishop to be on board by September. Timeline expectation is that the nomination committee will start to do its work and hopefully narrow candidates down to three and bring candidates to the diocese to meet and greet. A special convention will be held in the Spring where a special election can be held. Name will be forwarded to House of Bishops for ACNA for approval. Once the candidate is approved, the move is made. Archbishop Duncan will come out to be chief consecrator. Enthronement will take place at next convention, which will last three days. Sunday services will be held at the diocese in place of traditional services.

Two new congregations were received as well into the diocese.

VIII. **New Business**

a. Appointment of Sr. Warden and Clerk to Nominations Committee

We need to have a slate of nominees going into the Annual meeting. Nominating committee needs to determine if Ginny and Gerry are interested in running for reelection since they were elected to fill the remaining portion of vacant seats. Tom asked about the last minutes that there are eight people on the Vestry. We had once seat that was a “member at large” seat that expires in 2011. Vestry needs to decide whether or not they want to continue that position until the next election.

i. Vestry Seats Up for Election

1. Ginny Engel (Can run for re-election)
2. Brandy Swisher (Cannot run for re-election)
3. Gerry Hatler (can run for re-election)

Tom made a motion to have four nominees in order to fill the vacant member at Large seat. Kyle seconded. Motion passed.

ii. Appointment of Sr. Warden and Treasurer to Budget Committee

A proposed budget shall be drafted by the December 9<sup>th</sup> meeting so that the vestry can discuss the proposed draft budget at that meeting and later adopted a final draft budget at the January vestry meeting so that a final budget can be presented at the annual meeting on January 16<sup>th</sup>.

IX. **Announcements/Reminders**

- a. Thanksgiving Eve Holy Eucharist: Wednesday, November 24<sup>th</sup>, 6:30pm
- b. Advent Lessons and Carols: Sunday, November 28<sup>th</sup>, 6:30pm
- c. Evening Prayer Fridays during Advent at 6:30pm
- d. Christmas Eve Holy Eucharist: Friday, December 24<sup>th</sup>, 8:00pm
- e. Annual Meeting: Sunday Jan 16 after a combined service at 9:00am
- f. Parish Retreat: January 28-30 at ECCO

X. **Next Vestry Meeting**

- a. December 9<sup>th</sup>, 2010

XI. Closing Prayer and Adjourn

The meeting was adjourned at 8:10pm