

Grace Episcopal Church

Vestry Meeting

March 21, 2018

Present:

Wren Blessing
Lynette Baisch
Chuck Bombardier
Jane Crane

Jan Ringo
Patty Robinson
Deborah Schenk
Julie Shryock

Tom Tyner
Don Warkentin

Absent:

Martin Garthwaite

Spirit

The meeting was opened at 7:00pm with Eucharist.

Resources

A motion was made to approve the minutes as written for the Vestry meeting on February 21, 2018. The motion was seconded, a vote was taken and the motion passed.

ANNUAL MEETING/LEADERSHIP RETREAT

Tom reported that the Annual Meeting was well attended, went smoothly without major controversy.

Vestry members agreed that the Leadership Retreat was helpful, with a good balance of agenda items. One end-product was a list of potential priorities for Grace for 2018. Wren said it was helpful for her to have a chance to meet all the leaders and learn about their areas of ministry.

RECTOR'S REPORT

Wren reported that in the three weeks since she began as Grace's Rector she is making good progress in meeting individually with ministry leaders. She has also been tending to pastoral care needs.

Wren reviewed plans for Holy Week. She asked about assistance with preparations and coordination for the Maundy Thursday service. Vestry members suggested that Parish Life would be a good resource. Ruth Blaney has offered to assist with set up.

Wren plans to include an insert in the Easter bulletin with information about programming for adults and children at Grace with the goal of helping new attendees learn about Grace.

The primary organizers of the Sunrise Service not being available this year, Beulah and Wendy are organizing an informal, lay-led sunrise service for 6:00am on Easter. No effort to publicize the service will be made given the late date and evolving nature of the service. Anyone inquiring about the service will be directed to contact Beulah or Wendy directly. Rumor has it there will be treats available for attendees.

An Easter egg hunt is planned following the 11:00am service.

Wren expressed some concern about how Grace welcomes new attendees. Discussion followed. It was decided that a simple contact card would be developed that new attendees could fill out. This would help in identifying new folks and would facilitate followup if desired.

Wren reported that Eric has proposed changing to a cable internet service which would speed up internet response time. The additional cost will be approximately \$1200/year.

Resolution: A motion was made to approve the change to cable internet service at a cost of \$1225/year. The motion was seconded, a vote was taken and the motion passed.

Wren announced that she will be away the weekend of April 28-29. Jim Phinney will officiate at services and will be available for pastoral support.

FEBRUARY FINANCE REPORT

Signatories on Checking Accounts. Wren needs to be made a signatory on Grace's Wells Fargo checking accounts.

Resolution: A motion was made that Wren Blessing be added as a signer on all Grace Episcopal Church checking accounts. The motion was seconded, a vote was taken and the motion passed.

Credit Cards. Grace has a group credit card with Wells Fargo. We need to issue a credit card to Wren as part of our group card.

Resolution: A motion was made that Wren Blessing be added as a cardholder on the Grace credit card. The motion was seconded, vote was taken and the motion passed.

Deborah distributed February 2018 financial reports via email prior to the meeting. There was opportunity for questions and comments.

Deborah pointed out that plate amount for January and February is significantly below the same amount for last year and below the previous years as well. After accounting for various special circumstances affecting plate collections in early 2017, 2018 is significantly behind. Plate income was estimated to be \$2000/month for the 2018 budget. Actual receipts are averaging \$800/month for the past two months. Deborah will continue to closely monitor this.

Discussion followed. There were suggestions about how the offertory collection is handled. Jane will talk with the Tribe leaders about the need for members to review their job descriptions. The offering and oblations should be brought forward to the altar at the same time. There was a suggestion to make it clearer that the offering was beginning. Wren may add an explanatory statement about the offertory to the bulletin.

PILGRIMAGE CONTRACT

Tom posed a question about where the signed contract between Grace and Bill Harper's company should be stored and was told it should go to Katrina to be stored in the Documents file.

GRACE ARCHIVES/HISTORICAL DOCUMENTS

One of the losses Grace faces following the recent death of Linda Fullerton is that she had taken on the role of unofficial archivist/historian for Grace. Four to five file boxes of Grace documents were found among her belongings. Tom reported that a small group has formed, including David Moen and Ruth Blaney, with interest in completing the work that Linda began. They have invited an expert in the archival process who is from the Diocese to come to Grace for a meeting on April 10, 2018. Tom indicated that he plans to be involved and will be particularly attentive to see that important business documents are retained and accessible.

GRACE RENTAL COORDINATOR POSITION

Jane reported that the staff continues to struggle with managing Grace rentals. She encouraged the Vestry to consider obtaining outside help in the form of a Day-of-Event Coordinator. One suggestion was to raise the rental fee or to add a "Coordinator" fee to cover the cost of a Day-of-Event Coordinator. Lynette expressed a strong preference for filling this need with a contracted worker. Eric and Katrina are working to draft a job description. Wren and Lynette will review the job description and determine how to proceed

Discussion followed. Concerns were expressed about how to manage the number of outside rentals. The Vestry agreed that Wren should approve any prospective rentals for Grace. It is important that the Grace calendar allows sufficient access for Grace events.

Direction and Coordination

PLACE FOR GRACE

Martin was absent for tonight's meeting. He distributed his report via email prior to the meeting. Julie asked to discuss Martin's proposals for fundraising activities. She believes that Grace needs to evaluate the approach and philosophy of fundraising at Grace. She would like to see Grace move away from using fundraising to cover operational costs. She believes that fundraisers are much more successful when they have a compelling and specific goal. After discussion it was agreed that Martin would be asked to put his fundraising plans on hold for now.

VESTRY PRIORITIES FOR 2018 AND BEYOND

The Leadership Retreat was instrumental in generating ideas for potential priorities for the Vestry. Vestry members discussed the following possibilities:

1. Review and develop an Outreach model for Grace.
2. Develop a plan for managing Communications at Grace.
3. Develop a process for setting priorities among competing needs and opportunities.
4. Review and develop a fundraising model for Grace.
5. Review issues and assess options for resolving the unfinished 2008 Capital Campaign.
6. Plan for future needs for additional clergy.
7. Encourage development of integrated projects that promote coordination between ministry areas.
8. Develop a model for leadership succession.

Discussion followed. Deborah proposed assigning specific time frames for discussion of each priority to be addressed. Don suggested trying the "white paper" approach, which was very effective when used by the Search Committee. Individual Vestry members would be responsible for researching a topic and developing a proposal for the Vestry to consider and discuss at a specific meeting.

In the next two months, the Vestry agreed to tackle the issues of communications and outreach. For the April meeting Wren will review the Communications job description being drafted by Katrina and will develop some ideas to be presented to the Vestry. Outreach will be the topic for discussion in May. Wren, Chuck and Patty will be working to have information for the Vestry to discuss. Julie feels that the development of a model for Outreach is potentially intimately connected with planning for fundraising.

Julie, Don and Deborah will begin work on the identification of issues and options with regard to the 2008 Capital Campaign. They will plan on a presentation to the Vestry in October, 2018.

The closing prayer was offered by Wren.

Respectfully submitted,

Jan Ringo, Clerk