

St. Mark's Episcopal Church
Vestry Meeting Minutes
March 7, 2018

Present: Rev. Beth Frank; Derek Gordon, Sr. Warden; Rhonda Warren, Jr Warden; Beth Crowl, Grace Giammarco, Bruce Hixon, Bob Kennedy, Charlie Kiesling (via phone), Beck Rand, Sara Strattan, Christy Thorley. **Guests:** Geoff Gordon, Dave Thorley, Brad Purdom

The meeting was called to order at 5:30 pm. Opening prayers were led by Bob Kennedy.

A motion to accept the minutes of the February 7, 2018 meeting without correction was made by Sara Strattan and seconded by Bruce Hixon.

NEW BUSINESS

Planned Giving Committee Update: Geoff Gordon distributed a detailed proposed approach to a Planned Giving Program. Planned Giving does not conflict with the Restoration Campaign or Stewardship. The proposed approach contained 5 motions:

1. Appoint and approve a 3-person committee
2. Charge the committee to propose and enact planned giving policies
3. Charge committee to create Tool Kit and Resources
4. Charge committee to develop a St. Mark's Legacy Society
5. Charge committee to market and promote the planned giving program.

Charlie moved to accept all 5 motions. Sara seconded the motion with the following amendment:

- Add as item "x" to Motion 1, Section c: [Responsibilities include] Coordinate with Stewardship Committee.

The motion passed unanimously. It was pointed out that there is no standing Stewardship Committee, as it is created one year at a time. A concern was raised about who would oversee that a donor's wishes are carried out. This will be the responsibility of the Trustees and the Vestry, and the Vestry will need to develop clear policies with the Trustees.

Moving Forward with Full-Time/Part-Time Discernment: Sara suggested that we re-center what our mission is as a church, reviewing the Grow My Church Process.

Derek reintroduced Brad Purdom, as he will be taking over for Elizabeth Moosbrugger who is unable to continue to be our transition consultant. Brad will help us decide whether to pursue a full-time or part-time priest, and then Percy Grant will arrange for someone else to help us with the rest of the search process.

Teams of 4 Vestry members will be visiting other selected parishes and interviewing clergy and parishioners starting Sunday March 11th. Brad provided a complete methodology including a list of 6 questions that will be used in each parish visit. Sara offered to create and distribute recap sheets that will be used by each visiting team and team member to record their impressions.

The objective of each visit is to assess the impact of a full-time vs. part-time priest on the vitality and spiritual growth of the parish, as well as meaningful engagement with the neighborhood and community. An important consideration with a part-time priest is how he/she balances running a parish with the need for another source of income.

Charlie has been working on our 5-Year Financial Plan, and said that finances should not be a big part of our full-time vs. part-time decision and that the finances will resolve themselves.

Priorities were not discussed.

Event Notifications:

- Brewmeisters' Annual Brewery Visit will be April 15th at Fat Head's Brewery.
- A music recital will take place at the church in the evening of May 4th.
- Rogation Sunday is May 6th when seeds are traditionally blessed for planting. We will include an animal blessing for parishioners during the church service. We will have a separate blessing for neighborhood animals around the Feast Day of St Francis of Assisi.
- The March for Our Lives rally will be held on Saturday March 24th at Market Square downtown at noon. We may park at St. Paul's. This is not a St. Mark's event, so parishioners who attend will just be part of a group of Episcopalians who want to gather and support our youth.

STANDING ITEMS

Interim Rector's Report

Bishop's Visit: Bishop Williams will visit on April 8th and will meet with the Vestry. We will have one service at 9:00 am.

Treasure Hunt Follow Up: The top four activities from the parish Treasure Hunt were determined and one or two Vestry members per group are needed to identify leaders and get the groups running. There is no timetable for these activities. We will ask each group to meet and propose their activities to the Vestry. The top four activities and the Vestry members who agreed to be liaisons are:

- *Church Grounds* -- Bob Kennedy
- *Cooking School* -- Rhonda Warren
- *Outreach and Building Relationships* -- Sara Strattan and Bob Kennedy
- *Pastoral Care to Go* -- Bruce and Rev. Beth

Bob is looking for pachysandra starts for the rocky hillside to replace the mulch.

Warden Reports

Security Committee: Derek wants the Vestry to establish a Security Committee. Training and hardware may be needed. Sara moved to create a Security Committee. Bruce seconded the motion and the motion passed.

Liaison Reports

Weaver Childhood Development: Rhonda reported that we are not to hold the outside door open for others during school hours, and each person should be buzzed in individually. Rev. Beth had an issue with not being able to lock the door at night because graphite spray had been used on the lock. We are only to use WD-40 with silicone or else the locks won't work properly.

We have had problems with insects and mice in the kitchen and fellowship hall. We have already paid \$240 for mice and \$170 for ants twice. A contract with a pest control company for monthly maintenance would be around \$900 per year. There are funds available in the maintenance budget for pest control. If more money is needed, the Vestry may allocate more funds.

There are too many key fobs out. Charlie has a list of who has what fob. We want to get them back and re-keyed. Some keys may deactivate themselves if they are not used often enough.

Worship: Bruce had been authorized to spend \$1,500 cassocks and surplices. He got a discount and we purchased 3 cassocks and 6 surplices for \$766.

Administration/Finance: Charlie said that \$50,000 from the Restoration Campaign has been moved to a savings account to be used for summer HVAC repairs.

Christian Formation: Rev. Beth met with Sharon Ryan about Sunday School teachers getting trained in Safeguarding God's Children. Currently we don't meet the guidelines because there should be more than one teacher in each room. The nursery is exempt because the top of the door is open so anyone can see in.

Rev. Beth may start a confirmation class. Two adults have asked to be received into the church.

The Journey with Mark Lenten study has 15-20 people attending the Wednesday evening suppers. The Sunday morning session has been well attended.

OTHER BUSINESS

Rev. Beth's Office: Sound is a major issue in Beth's office. Anyone in the office can hear Beth's conversations, and vice versa. Beth can also hear the sounds from the adjoining classroom which is distracting. It is next to impossible for Beth to have confidential conversations in her office, especially with parishioners who may be hard of hearing. We decided to investigate soundproofing treatments. Derek will contact someone who can come and give us a proposal.

Charlie moved to adjourn the meeting, and Beth Crowl seconded the motion. The meeting was adjourned at 8:07 pm.

The next meeting is Wednesday, April 4, 2018 at 6:00 pm. Sara Strattan will provide the devotions.

Respectfully submitted,
Karen Violand
Clerk