

Vestry Meeting Minutes
St. Paul's Episcopal Church, DeKalb, Illinois
November 16, 2014, 12:15PM

Present: Jocelyn Prall, Mary Lincoln, Peg Newby, Marilyn Cleland, Luke Krueger, Bill Cummings, Pat Brown, Rev Stacy Walker-Frontjes

Guests: Lorraine Langer, Rev. Andrea Mysen

- Opening Prayer—Rev. Stacy
- Appreciations
 - Susan in the office, she has been very helpful on many things and easy to work with.
 - Everyone who participated in the All Saints day service.
 - To Rev Stacy for her help with a student who died on Garden Rd. recently.
 - To God for the health for Liam Stubblefield.
 - For Peg and Mary for leading our stewardship campaign.
 - To Peg for helping keep the financial review process on track.
 - To the Rev. Andrea for her sermon today.
 - For Fr. Bill for going with the flow so well last Sunday and for what he did with the Sunday school.
 - For our wonderful music program and the joy it brings to us all.
 - For Jennie and Rick for sharing time with a new family who is attending St Pauls.
 - For all the families who have sent in their pledge cards for 2015.
- Scripture reflection: [Matthew 25:14-30](#)
- Review and Approval October 19, 2014 Vestry meeting minutes—Clerk, Bill Cummings
 - Minutes will be revised and sent out again for approval in Dec.
- Committee Reports
 - Senior Warden's Report and Buildings and Grounds report—Luke Krueger
 - Nominating Committee-nominations are being finalized.
 - Junior Warden's report—Peg Newby
 - Stewardship 2015-a reminder letter will be sent to those who have not pledged yet but did so previously.
 - Treasurer's Report—Pat Brown (see attached report) Motion to receive and accept passed unanimously.
 - Fellowship—Jocelyn Prall (see attached report)
 - Music—Lorraine Langer, Director of Music Ministries (see attached report)
 - Christian Education—Marilyn Cleland (see attached report)
 - MLK Day Celebration-we will be hosting the event on Jan. 19th.
 - Rector's Report—Rev. Stacy (see attached report)
 - Rev Stacy shared the letter from the Presiding Bishop about her appointment to the United Nations Commission on the Status of Women Episcopal delegation
 - Rev Stacy has been elected for a second term as Dean of the Rockford Deanery.
- Old Business
 - Financial Review Team for 2010-2013—Pat Brown & Peg Newby-2010 is almost ready to be turned over to the committee for review.

- 2015 Budget-We still need about \$6000-\$9000 of income for the upcoming year to balance the budget. A discussion followed as to how that can be brought about.
- New Business
 - Rector's sabbatical – a discussion followed about Rev. Stacy's desire to take a 10 week sabbatical leave in the fall of 2015.
- Closing Prayer and Adjournment—Jocelyn Prall

Next vestry meeting will be the *Third* Sunday, December 14, 2014 at 12:15PM. Next Executive Committee Agenda Planning Meeting Thursday, December 11, 2014 12-1PM . December closing prayer will be led by Luke Krueger.

Senior Warden Report

Things have been pretty quiet as I look to transition off the Vestry. I continue to work on the nominations for the positions that need to be filled at the annual meeting. A few are clear as to whom to nominate, but I am still looking for other people who would be interested in serving on the vestry.

My father and I continue to work on a draft letter for DECRA, and I plan to present that to the Vestry in December.

The shed is on hold, but Rhys and I have discussed our plan of attack for placing it on the property in the spring. I have contacted the city to extend the permit beyond the February deadline, which in speaking with them they said that should not be a problem.

I am excited to attend Diocesan convention once again. My hotel is booked. I am attaching the resolutions (as a .pdf file) to be considered at convention in this report. As a representative of St. Paul's I wish to represent our church and its interests as it regards the overall well-being of the Diocese as best as I can. I will also post the resolutions in the church for people to peruse.

My guess is that with the coming snow for Saturday night, I'll likely be off shoveling on Sunday morning.

Respectfully submitted to the vestry,
 Luke Krueger
 Senior Warden.

Junior Warden's report for Vestry meeting 11/16/14

1. Stewardship Campaign – Pledges are coming in and Susan is sending out letters of thanks. We will follow up with those whose card has not yet been received. Five or six letters/packets were returned postage due, so had to be mailed out again. (Makes no sense, as all were identical.) To date, we have received about ½ of the expected pledges.
2. Financial Review – Pat and I have 2010 nearly ready for audit. This time-consuming project will continue until we're done! We agree we need to have a system in place that avoids being in this situation.
3. I will attend the Diocesan Convention this coming weekend.

St Paul's Episcopal Church, DeKalb, IL 60115

November Vestry Meeting Treasurer's Report (revised) with October 2014 figures:

This report covers the month of October 2014. The American Midwest Bank checking account is our primary operating account. Accounting is done by the American Midwest Bank Tax and Payroll Department. This account includes funds transferred from the Building Fund at Edward Jones to facilitate paying capital project bills. Our Building Fund major funds and the Endowment Fund are managed by Edward Jones.

Note to Counters: Please check the counting schedule. If you cannot count on the day you are scheduled please find a replacement. Also please send the counting sheets to Jon.Blanco@Americanmidwestbank.com, as well as plbcpa1@gmail.com. Susan, our administrative assistant has put a sheet with email information in the front of the counting book. This should make your job easier. Also, please be sure you put the Sunday date on the count sheet when you save it from the sample. Please make sure you code the contributions correctly according to the coding. Thanks for your efforts.

Receipts through October 31, 2014

We have received 85% of the pledged amount and 87% of the total budgeted receipts by the end of the ten month period. Total operating receipts through October = \$186,990.

Disbursements through October, 2014

Total operating disbursements for the ten month period were \$186,818. The difference of receipts over disbursements for the year is \$172. We've received 87% of budgeted receipts and spent 87% of budgeted disbursements. By percent we are even on receipts and disbursements after ten months of the year.

Building Fund

The balance in the Edward Jones Building Fund at the end of October was \$43,957 - \$40,000 in CD's and \$3,957 in the Money Market Fund. The total balance of Building funds is \$50,533. The Building Fund balance in AMB checking is \$6,576. We received contributions of \$85 in the regular building fund and \$410 in memorial contributions for Norma Fitzgerald. Expenditures from the building fund were \$9,800 for the rectory roof, and \$2,678 for partial payment of rectory replacement window and repairs = \$12,478.

Endowment Fund

The value of the Endowment Fund at the end of October was \$2,056,714. The net decrease in value for the year as of October 31, 2014 was (\$7,926.) We have taken allocations of \$85,000 from the Endowment for Operating expenses, slightly over 4% of the average ending monthly balance for the past year. We may not need to take more.

Apache Stock - The 5.878 shares on deposit with the company were valued at \$453.78 on October 31, 2014.

On October 31, 2014 the balance in the AMB checking was \$16,404.58. The Flower Fund balance was \$108.22; Discretionary Fund was \$1,315.77; Columbarium Fund was \$1,471.80. The Garden Fund has a \$156.23 balance - to be sent to DCCG; Building fund portion was \$6,575.81, Operating funds \$6,776.75.

Respectfully submitted Pat Brown, Treasurer, November 16, 2014

Fellowship report for November 16, 2014 vestry meeting

Thank you to Terri Dickow for organizing and leading the pumpkin decorating activity in October. Chris Krueger and I met this week to sort the fellowship group surveys. We created groups based first on meeting venue followed by day and time. We will be notifying the group leaders soon so they along with others in their group can begin their gatherings. We plan on placing information on the parish hall table continuing to welcome others to join a group or to participate on an occasional basis. Upcoming fellowship opportunities include the St. Nicolas evening gathering as well as the Blue Christmas and Christmas Eve receptions.

Jocelyn Prall

To: Vestry St. Paul's Episcopal Church, DeKalb IL
From: Marilyn Cleland, Member
Representative for Adult Christian Ed

Re: Nov, 2014 Report

Adult Ed continues with reading the Gospels. We are nearing the end of the book of Mark, a book we have found that raises many questions for church history and the nature of Jesus. We continue to have some rich conversation, including with Fr. William McLemore, who has visited with us twice, offering insights from ancient history, a specialty of Fr. McLemore's.

We have decided to take time to discuss the curriculum for spring and also to set dates for discussion of our outside reading.

St. Paul's Episcopal Church-DeKalb Music Ministries Report, Vestry Meeting, Sunday, November 16, 2014

The Adult/Youth and Children's Choirs: Both choirs did a wonderful job leading the congregation in song and enhancing the late worship service on All Saint's Sunday 11/2. I heard many compliments on how well both choirs sang and that the music selections and sound were inspiring. **The Children were awesome!** They shared a little liturgical dance and drama while singing, "We are the Church" for the first time this fall. Having weekly half hour rehearsals Thursday afternoons has been very helpful with developing their musical abilities, social development in fellowship, and overall growing of the three age groups of the children's choir. **The adult choir and members are a blessing and gift for all of us at St. Paul's!** Beautiful singing on the John Rutter "I Will Sing With the Spirit"! While singing for the remaining Sundays of November and Pentecost, **the Choirs are on a short break** from rehearsals and will resume choir rehearsals on Thursday, December 3, 2014 to continue Advent, Christmas and Epiphany work.

Community Outreach: St. Paul's (Jan Bach, Chelsea Coventry, Maureen Gerrity, Chris Krueger, Lorraine Langer, Linda Lorbach, Jocelyn Prall, Gretchen Schlabach) sponsored the reception for our church pianist and **NIU graduate student, piano recital, Huixin Chen** on Sunday, November 9 at 7 PM. She performed beautifully and acknowledged St. Paul's Church in her after recital thank you notes. On a related note, **three of our church choir members (Rick Johns, Tyler and Amanda Mitchell)** are performing with the DeKalb Festival Chorus in Concert, singing the first part of the **Messiah**, Saturday, November 22, 7 P.M. (see bulletin for more info).

Additional Volunteer Musicians: St. Paul's is fortunate to have **a wonderful artist and cellist among our new choir members** this year. **Chelsea Coventry** is adding beautiful colors to our worship services with playing the cello for several upcoming Advent choral anthems, and will assist on the cello throughout the year. **Many thanks to all the musicians!**

Rector's Report to the Vestry of St. Paul's
The Very Rev. Stacy Walker-Frontjes
November 16, 2014

I. Liturgy

1. What a wonderful All Saints Sunday we had on, November 2nd, 2014!
 - a. We welcomed two new members to the Body of Christ: 1 family related baptism, and one family new to St. Paul's.
 - b. The acolytes did a wonderful job! I'm very proud of how these three boys are growing in their service to Christ at the altar. I'm also profoundly grateful for the adults who are assisting in mentoring them in this important ministry.
 - c. The choirs were also outstanding! Thanks be to God for the joy they brought to our worship.
 - d. **The next regularly scheduled baptismal date will be the Baptism of our Lord, which is the first Sunday after the Epiphany on January 11, 2015. Please encourage candidates to contact me asap. I do make other baptism Sunday date arrangements to fit family's schedules as well.**
2. Wednesday Healing services third evening service will be Wednesday, November 19th at 5:30P.M.
 - a. On the day of an evening healing service there will not be a morning service, it will be at 5:30P.M. in the Sanctuary.
3. We will also have our annual "Blue Christmas" service on Wednesday, December 10th at 7PM.
4. Bishop Christopher Epting (assisting bishop in the Diocese of Chicago) will be visiting St. Paul's on February 8, 2015. Mark your calendars and plan to be here!

II. Pastoral Care

- a. It's happening! I will be reevaluating who I need to be in regular contact with as winter approaches and arrange home communion visits and pastoral care visits for those who are not getting out as much in the inclement weather.

III. Christian Education

1. **Advent devotional materials are available now.**

2. Marilyn Cleland and I have set a date of Saturday, January 31st, 2015 for our next Dine and Discuss book club. We will meet at 5:30PM in the Parish Hall. More info about that in the Mars Hill Proclaimer.

IV. Administration

- a. Capital projects
 1. Luke Krueger and I had to reschedule our date to finish up plans for signs around the parking lot and building. We will work on meeting to address that sometime before the end of 2014.
- b. Keeping God's People Safe—working on getting everyone up to date with this training who needs to take it, including staff and Vestry members. More details to follow.
- c. Staff reviews of the Administrative Assistant and the Music Director were completed this past month. On Monday, November 24th I will be meeting with the nursery staff for a mutual ministry review.
- d. Andrea Mysen, Associate for Ministries in the Diocese of Chicago, will be our guest preach on November 16th and will be with us for our vestry meeting. She will help lead us in a discussion about planning for my sabbatical which I am eligible for September 1st, 2015.

V. Mission and Community Activities

- a. I have been given the great honor of being called to serve as a member (1 of 20) of the Episcopal Church's delegation to the 2015 United Nations Commission on the Status of Women, March 9-20th, 2015, in New York City. I applied for this in early September, but really did not expect to be selected. I will have a copies to share of my acceptance letter from Presiding Bishop Jefferts-Schori at the Vestry meeting. I'm still waiting for further details and should know more at the December vestry meeting.
- b. Heartland Blood Drive at St. Paul's, Monday, December 8th 3-7:30P.M.
 1. I have spoken to this organization several times and we finally found a date that worked for both of us. When we have more info we will start sharing it in bulletins, newsletter, etc.
- c. Thrive
 1. Thrive Garden and Market
 - a. We will be presenting with two other churches our Thrive Market and Prayers2Pass story at a workshop on community outreach on Friday, November 21st at 10:30A.M. at Diocesan Convention. Chris Krueger and I will represent St. Paul's, but we certainly welcome your presence as well! We will also be part of a Thrive workshop that day at 9:20A.M.
 2. I will be meeting with Dan Kenney of DCCG later this month looking ahead to summer 2015.
- d. Oak Crest
 1. Our next service will be Wednesday, November 19th at 2PM.
- e. Grace Place
 1. I continue to be active as the president of the board of directors of Grace Place. We are working on board development and structure which should more

equally share the work of the ministry of the board of directors. Good developments happening at our NIU campus ministry.

2. The last two services of the semester at Grace Place are Wednesday, November 19th which will be a Thanksgiving Dinner Church at 8PM, and Wednesday, December 3rd dinner and Christmas party at 8PM, worship at 9PM. All are welcome, and Holy Spirit is really moving down there. I encourage you to attend and see this great ministry we support.

f. TAILS Humane Society

1. I continue to serve on the TAILS board of directors, this year I am serving as the Secretary to the board.

g. Rockford Deanery

1. I have agreed to serve a second term as the dean of the Rockford Deanery. We have some new energy from a few lay leaders who have been attending our meetings, and I'm looking forward to sharing some programming responsibilities with them for our monthly meetings. Our next meeting will be on Thursday, January 22nd, location TBA.

h. NIU/Association of Campus Religious Organizations (ACRO)

1. Eboo Patel was at NIU on Monday, October 25th. I attended the lecture as well as a meeting beforehand with interfaith leaders and leadership from the City of DeKalb. I will be participating in some follow up conversations about a strategic plan for DeKalb with this same group as my schedule allows.
2. I also attended our November ACRO meeting at which President Doug Baker was our guest. Some interesting conversations are continuing to blossom at NIU regarding the importance of faith in identity of and formation of students.

VI. Continuing Education

- a. November 3 thru November 10th I attended my second Credo conference. Credo is a clergy wellness initiative of the Church Pension Group (CPG). I had the opportunity to examine my health holistically: vocationally, spiritually, mentally, physically, and financially. This has helped me to recommit to a Rule of Life that will help me to thrive in my ministry and life in general. Thank you for your support in attending this conference.
- b. My continuing education plans for next year will be primarily the UNCSW meeting in New York in March, and a sabbatical in the fall of 2015.

VII. Other

- a. I will be out of town Tuesday evening November 24th through Saturday evening November 28th to celebrate Thanksgiving with my family in Michigan.
- b. At this point I have no plans to be out of town during the week or on weekends in December and January.
- c. Important dates and events to remember—some to attend, some FYI!
 1. Wednesday, November 19, 5:30P.M. Healing Service
 2. Friday and Saturday, November 21&22, 2014 Convention of the Diocese of Chicago
 3. Sunday, November 30th, 2014 First Sunday of Advent
 4. Sunday, December 7th, 2014—Second Sunday of Advent and St. Nicholas Sunday
 5. Wednesday, December 10th, 2014 7PM Blue Christmas

6. Wednesday, December 24th, 2014—Christmas Eve (Children’s service 4PM, Festival Eucharist 6PM)
7. Tuesday, January 6, 2015—Epiphany service followed by dinner, 6PM
8. Sunday, January 11th, 2015—Baptism of Our Lord
9. Sunday, January 18th, 2015—Budget Meeting between services
10. Monday, January 19th, 2015—St. Paul’s hosts the Community Martin Luther King Jr. Celebration : service at 5PM, reception at 6:30P.M.
11. Sunday, January 25th, 2015—Annual Meeting between services
12. Sunday, February 8th, 2015—Bishop visitation with The Rt. Rev. Christopher Epting, assisting bishop in the Diocese of Chicago