

**St. Paul's Vestry Meeting
October 10th, 2010
APPROVED MINUTES**

Time convened: 11:50 A.M.

Present: Rev. Stacy Walker-Frontjes, Vince McMahon, Hazel Retherford, Rita Anderson, Lorraine Langer, Peg Newby, Brad Cripe, Mike Duffy, Jennie Cummings, Pat Brown, Anna Dee Lastick

Excused: None Absent: None

1. Opening Prayer—The Rev. Stacy Walker-Frontjes
2. Appreciations: To Anna Dee for the September *Proclaimer*, to Rochelle Cripe for her publicity work for the parish, to Lorraine for the choir, to Lorraine for getting the table and chair in the treasurer's office, to Vince for everything he does, to Rev. Stacy for her sermons on 10/3 and 10/10. Rev. Stacy expressed appreciation for all those who helped organize and those who attended the Pet Blessing Service on 10/3. About 30 people attended; more than half were visitors.
3. Review and Approval of September 19th, 2010 Vestry meeting minutes: A motion was made, seconded and carried to approve the minutes as written. Two vestry members had trouble opening the email file in which the minutes were sent. This problem will be addressed by staff in the week to come.
4. Rector's Report:
 - In a recent meeting of the Wardens and Rector, Rev. Stacy announced that Lorraine Langer would henceforth be present at the Vestry meetings. She also said that Vestry meetings are open unless the Vestry goes into Executive Session (for financial or personnel decisions). There was a brief discussion about this, and Rev. Stacy said she would write up a short overview of the Vestry/Parish relationship for the next issue of the *Proclaimer*.
 - A report of the Pet Blessing Service is included in #2 above.
 - The Celebration of A New Ministry (installation) service will be on Saturday, April 16. Time TBD. Rev. Stacy will talk to Janie Torma about organizing the reception/luncheon afterward.
5. Treasurer's Report
 - a. Financial Review report

Income for the 3rd quarter was low. Some invoices have been miscoded and the payment information needs to be moved to the correct categories. As of September 30 the balance in the endowment fund is \$1,506,710.00. We will be using our allocation of \$55,000 from the income of the endowment. Pat recommended the Vestry pass a resolution to allow

this. Resolved: The Vestry authorizes Pat Brown to contact Doug Roberts, chair of the endowment committee, to request a disbursement from the endowment in the amount of \$55,000.00, which is the budgeted amount for 2010, and to place this in the operating fund. The resolution was passed unanimously.

b. Safety Deposit Box

The safety deposit box is at Castle Bank. Pat Brown has one key and the other is in a locked draw of her file cabinet at church.

c. Deed to the property

The parish holds the deed to the church property. Pat got a copy from the Recorder's Office, as well as a plat of survey. A copy of the deed is in the parish office; the original and the plat are in the safety deposit box at Castle Bank.

d. Financial Review

We passed our financial review, done by Thomas Smith, CPA. We will receive his report in a few weeks. Pat commented that he discovered that our 2009 Parochial Report was incorrect. It will be amended and refilled with the Diocese to show correct figures.

A Motion was made to accept the treasurer's report and file it for audit. The motion was seconded and carried.

6. Committee Reports

a. Junior Warden and Communications report—Brad Cripe

No report – covered elsewhere in meeting proceedings.

b. Magnetic Church—Mike Duffy

The committee has not met this month. No report.

c. Outreach—Jennie Cummings

Report was emailed.

d. Pastoral Care—Hazel Retherford

No report, other than regular visits to Norma Fitzgerald.

e. Fellowship—Peg Newby

Family Fun Party on 10/23, organized by Terry Dickow, co chair. All ages invited.

f. Worship and Education—Rita Anderson

Rita did not have a report. However, Rev. Stacy commented on the reports she requested from Maureen Gerrity and Sue Ouellette about the Christian Ed. Classes this fall; both reports appeared in the 10/10 bulletin announcements.

g. Facilities and Senior Warden's Report—Vince McMahon

All furnaces in the church and rectory have been checked and cleaned so that they are ready for winter. The cost was \$992.00 Breezy's quoted on a maintenance contract for the furnaces and air conditioners at a cost of \$1550. Vince felt that what they would cover would not be worth the cost. Maintenance on furnaces and A/C must be done annually.

Because of regulations regarding visibility in the nursery, Vince put up a child proof gate on the door to the nursery. The cost of replacing the door with one that had a glass panel would have been much higher.

7. Old Business

a. Facility Usage Fees—Policy committee (Brad Cripe, Mike Duffy, Rev. Stacy Walker-Frontjes): Brad will present a draft next meeting.

b. Informational brochures—distribution in the community—Vince McMahon
Mike Duffy and Rita Anderson will assist Vince in distributing church brochures to banks, motels, and realtors.

A count of how many will be needed will be given to Anna Dee.

c. PA System—Lorraine Langer and Rev. Stacy Walker-Frontjes are meeting with Dan Nichols (sound engineer from NIU) on Wednesday October 13th. A report will be presented at the next meeting.

8. New Business

a. Stewardship/Pledges: A letter with pledge card for 2010, send last week of October: A letter with a pledge card will be sent out the last week of October. Ingathering of pledge cards on November 21st, 2010. We need to form a stewardship committee.

b. Finance Committee formation and meeting date before November meeting: The committee will consist of Vince, Brad, Stacy, Pat and Mike Duffy.

c. Nominating Committee for new vestry member election at the Annual Meeting: The committee will consist of Vince, Peg and Hazel.

The meeting adjourned at 1:15 P.M. with a prayer by Rev. Stacy.

9. Closing Prayer and Adjournment