

St. Paul's Episcopal Church  
Vestry Minutes  
October 16, 2011

Members Present: The Rev. Stacy Walker-Frontjes; Brad Cripe, Senior Warden; Mike Duffy, Junior Warden; Pat Brown, Treasurer and Vestry Member; and David Anderson, Jennie Cummings, and Freyja Rasmussen-Johns, Vestry Members

Members Absent: None

Guests: Lorraine Langer, Director of Music Ministries

The meeting came to order at 12:00 noon.

Appreciations:

- To the basement committee for all their hard work
- To the parish members
- To all who worked on the basement and the roof
- To members of the building & grounds committee
- To God for no water coming in to the church
- To the Roberts family for their gift to the endowment fund

There were several corrections to the September minutes, which Jennie Cummings will fix. Mike Duffy motioned to approve the minutes of the previous meeting with corrections, and Pat Brown seconded the motion. Motion approved unanimously.

Senior Warden Report:

Brad Cripe spent an hour in the nursery this morning with Julie Rogers, and she needs help with all the youngsters. He proposed two additional staff members for the nursery. Rev. Stacy reported that she is working on staff issues at this time.

Junior Warden Report (Building and Grounds):

- Mike Duffy sent his report to all vestry members regarding the month's activities (see attached addendum I).
- Building & Grounds met on October 2nd, and worked on the roof on October 15th. Mike painted gutters while Rhys Prall and Rick Johns cleaned and caulked windows.
- As for the dehumidifier in the basement, the work can probably be done by the Building & Grounds committee.
- Pat Brown handed out expense sheets from the basement project. Brad discussed the budget overages, which came out to about \$3,000 over budget. There was some discussion about the bid process.
- Ken Spears put in a bid for \$23,173 for work on the roof. The bid was rejected and it was decided to do it ourselves.
- There are about 100 plastic chairs, a conference table and a couple of round tables currently sitting in the basement kitchen. Rev. Stacy proposed that we give away some of these to a non-profit organization. Mike moved that we give Rev. Stacy permission to give these away. Brad seconded. One opposed. Discussion ensued about how many chairs to

keep. Brad then moved we give permission to give away 50 chairs. Jennie proposed we table the discussion on chairs until next month. It was decided to give away the tables, but keep the filing cabinets. Mike amended the motion to donate three tables from the Toll room.

- Breezy's put in a proposal to provide annual HVAC service for the church and rectory for \$1,550 annually. There was some discussion of the contract and the cost. A motion was made by David and seconded by Jennie to accept the contract. One abstention. Motion passed.

#### Treasurer's Report (Pat Brown):

Pat discussed the percentage of the budget spent. We've taken in 74% of budgeted receipts with 3/4 of the year over. There may need to be a change in some categories/activities in the budget and in how to divide up the pot. We lost value in stocks over the year, but gained some back in October bringing the loss to \$60,688. We also received another installment amount from the Roberts' family for the endowment fund. Brad expressed some concern that if the trend in pledges continues, we may end up below the pledged amount. After some discussion, Brad moved and David seconded to accept the financial report. Motion carried.

#### Magnetic Church (David Anderson):

No report, but Dave suggested we order pencils with St. Paul's name.

#### Outreach and Mission (Jennie Cummings):

Jennie sent her report by email (see attached addendum II).

#### Fellowship (Freyja Johns):

- The "Crepes on the Patio" event was quite successful with 28 people in attendance. \$324 was taken in, but the crepes ladies have not yet billed us.
- A family crafts event is planned for October 23rd immediately following the 10:30 service.
- The St. Nicholas party will be held Saturday, December 3rd at the Nenonen's club house.
- Charles Duffy will be baptized on November 13; the Duffy family will provide refreshments.
- There will be an Epiphany celebration on Thursday, January 5, with food following the service.

#### Music Ministries (Lorraine Langer):

- Special accompaniment last Sunday was provided by Christina and Luke Krueger and Rick Johns on guitar, and David Aarons on drums.
- There is a good group of youngsters in the Children's Choir. Rochelle Cripe is working with them, and Sue Ouellette will come and help teach sign language.
- Lorraine wants to work one-on-one a bit with the children.
- She is meeting with Tom Thunder on October 27 regarding assisted hearing in the sanctuary.
- Sermons have been recorded successfully. Lorraine has a CD with some recordings, but she's still working on a better recording.

#### Stewardship (Jennie Cummings and Rev. Stacy):

- Jennie, Lorraine and Rev. Stacy met in October, and will meet again on November 7
- We will have a Season of Thanksgiving from October 30 through November 20. The emphasis on preaching will be on stewardship. Jennie is working on visuals. There will be banners/ribbons on which to write blessings and thanks.
- Rev. Stacy sent a draft of the stewardship letter to the vestry. She had also gone to the Fresh Start meeting and took some ideas away for next year. Dave expressed some concern about two separate pledges -- the capital campaign and the pledges for the annual operating fund. He suggested two separate times. After some discussion it was decided to wait on specifics for the capital campaign and send a separate letter, perhaps in January. The current letter will only include operating fund pledges. Rev. Stacy then passed out a draft of the pledge sheets to include with the letter. Discussion regarding the capital fund will be revisited at a later date.

#### Rector's Report (Rev. Stacy Walker-Fronties):

- Rev. Stacy referred to the agenda for dates for upcoming events for the rest of 2011 and early 2012 (see attached addendum III).
- There will be a baptism for Francesca Binduo in late November.
- Christian Education - Rev. Stacy will talk with teachers about things to do in December, etc.
- Godly Play is going well.
- The youth class is sporadic, but David Aarons is handling it well.

#### Old Business:

- The electrical damage is all repaired except for the fire alarm, which should be done this week.
- Rev. Stacy contacted Dr. Ahmad who said that the Islamic Society may not have made up their minds about whether or not to meet at St. Paul's. We will wait to see what they want to do.
- Open vestry seat -- George Nenonen declined to serve, and Jocelyn Prall will be contacted once she returns to town. If she says no, Gretchen Schlabach and Maureen Gerrity will be asked.

Rev. Stacy noted that we should be posting vestry minutes regularly. Corrected minutes should be sent to Rev. Stacy and Satomi to make public.

#### New Business:

- A gift to the endowment fund was made from the Roberts' estate. Ten days ago, Doug Roberts gave us the final installment from his parents' estate. Brad is working on a letter to the three Roberts children.
- The Endowment Fund Committee will meet on November 1st at noon at St. Paul's.

A motion to adjourn was made by Jennie Cummings and seconded by Pat Brown. Meeting adjourned at 1:30 p.m.

Respectfully submitted,  
Freyja Rasmussen-Johns

**Addendum I: Building and Grounds report from Michael Duffy:**

Jr. Warden and Buildings and Grounds Report – 10/12/11

The Buildings and Grounds Committee met on October 2, to discuss the roof leaks and basement dehumidification. We discussed a proposal from Ken Spears to fix the leaks in the roof, as well as the proposal by Roger Seldal to move the dehumidifier hoses off the basement floor.

Regarding the roof leaks, Ken Spears is confident that the roof level windows are the source of the leaks. He provided photographic documentation to substantiate this finding. He has proposed a list of repairs to the north and south side windows that should stop the leaks and prevent them in the future. Ken Spears's proposed repairs would cost the parish \$23,173.

The Buildings and Grounds committee has decided to attempt to do some of these repairs ourselves. We have scheduled a work day on October 15.

Additionally, the Buildings and Grounds committee has decided to do the dehumidifier project ourselves as well. This would involve backing the east dehumidifier up to the furnace room wall, drilling a hole, and running the hose through the wall. The west dehumidifier will be connected to a condensate pump, which will be connected to plastic tubing that will run along the ceiling and drain into a drain in the utility room in the boys' bathroom.

Due to some miscommunication with contractors, the basement renovation project will end up costing approximately \$4000 more than budgeted.

Respectfully submitted,

Michael Duffy

Jr. Warden

**Addendum II: October Mission and Outreach report from Jennie Cummings:**

**St. Pauls > Mission & Outreach Committee > October 2011 Report**

**I. Donations to the Salvation Army Food Pantry** on Food Pantry Sunday October 9 totaled 133 food items and \$50 in cash. The total number of items donated to date is 1309 items (plus two baskets of fresh vegetables and the \$50 in cash). Vince

**II. The MAC Champions Clothing Drive Box** sponsored by Feed 'Em Soup will be found in the Parish Hall through 11/21. Contact: Michael Mammana-Lupo.  
[mmammana@niu.edu](mailto:mmammana@niu.edu) <http://www.feedemsoup.org/index.html>

**III. St. Paul's~ Mission & Outreach Committee~ Volunteer Opportunity** at the Salvation Army Food Pantry 830 Grove Street Dekalb, IL 60115

St. Paul's has adopted the **1st Thursday each month.**

~ Please see Jennie Cummings or Vince McMahan, if you are available and interested.

**Food Pantry Hours**

Monday-Wednesday: 9am - 12pm; **Thursday: 9am - 12pm;** + 5pm - 6:45pm

\*\*Gary Billings, SA Volunteer Coordinator at 815-756-4308 [gbillings119@yahoo.com](mailto:gbillings119@yahoo.com)  
[jennifer\\_warren@usc.salvationarmy.org](mailto:jennifer_warren@usc.salvationarmy.org) <http://salarmydekalb.org>

Schedule:

Dick Downen- Dec

Sharon Downen- Dec

Vince McMahan- Nov

Pat McMahan- Nov

Bill Cummings- Dec

Linda Lorbach- Nov \*\* ??

Hazel Retherford- Jan

Larry Retherford- Jan

David Anderson- Jan \*\*

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**Outreach Committees:**

<http://www.stpaulsdekalb.org/outreachall.html>

1. Food Pantry Collection for Salvation Army - report submitted by Vince

2. Bowl For Kids' Sake: "Team St. Paul" raised \$350 for the Big Brothers/Big Sisters program in March.

3. Hope Haven: Last, year, St. Paul's held "Necessities Drives" in the spring and fall for the homeless shelter. Both events were very successful and much appreciated. The congregation also provided financial support for the shelter's annual "Night by Night" fundraiser.

**4. Salvation Army Thanksgiving Basket Drive: Maureen~ Last year, St. Paul's provided 12 complete baskets plus groceries and monetary donations for 3 additional meals, for a total of 15 Thanksgiving dinners.**

**5. Aluminum Can Collection;** Recyclables >>for Habitat for Humanity- Larry R.

*Larry has been giving the cans we have to Bob Brown for his daughter's church. The large cans for collecting aluminum cans were moved somewhere in the undercroft, leaving us to understand that this was no longer a priority. We did not collect many cans, hardly anyone brought them, so this seems to have fizzled out. Hazel*

**6. Habitat for Humanity Printer Cartridges-** the Parish Office has called Habitat for Humanity in the past. They have a pickup service.

7. B.U.N.S. - Sharon Downen (5th Sunday)- no report- The next B.U.N.S. (Baking Up Nice Surprises) delivery is **coming up in Nov.**, and DeKalb County Hospice (DCH) would appreciate your help. Three times a year, many of you prepare baked goods for hospice patients and bereaved families. When DCH receives your cookies, fresh fruit, candies, breads, etc., a group of volunteers makes up gift bags filled with a variety of the goodies for hospice families. DCH typically delivers 115 to 145 bags each time, and the gifts are much appreciated by the people who receive them.

To meet the next delivery, baked goods may be dropped off at the church kitchen on **Sunday, November 27, 2011**. If possible, please wrap your items in small zip-lock plastic bags. This really helps the volunteers who pack the gifts. If you have any questions or if you'd like more information, contact Sharon Downen at (815) 758-1278. She will deliver all the baked goods, fruit, and other items from St. Paul's to the DeKalb County Hospice office.

8. Lobster Boil - **ECW is meeting 10/22/11 at 12:30 in the Parish Hall.**

9. UCM Picnic- was in September 2011.

10. **Grace Church liaison**/Church meets 9pm Weds NIU- Henry/Eva; Rev Stacy.

<http://graceplaceni.com/>

11. **Crop Walk - 10/23/11**

[http://www.churchworldservice.org/site/TR/2011FallCROPHungerWalk/TR-](http://www.churchworldservice.org/site/TR/2011FallCROPHungerWalk/TR-Fall2011?fr_id=13450&pg=entry)

[Fall2011?fr\\_id=13450&pg=entry](http://www.stpaulsdekalb.org/outreachcropwalk.html) and <http://www.stpaulsdekalb.org/outreachcropwalk.html>

12. African Team Ministries sale at Christmas- not annual.

13. Love INC DeKalb.- Community Needs Drive was done in June; We had a Diaper Drive in July and August 2011. <http://www.loveincdeksyc.org/>

14. Safe Passage Christmas Adoption - Safe Passages Christmas Collections: Safe Passage is a domestic violence shelter in DeKalb County providing services to victims of domestic violence and sexual assault including crisis intervention, short & long-term housing for victims and their children, counseling, legal advocacy, children's services, community education, a batterer's intervention program, and a Latina outreach program. The Shelter offers training to police departments, schools, colleges and (over) universities, and speakers to community groups informing them on all aspects of domestic and sexual violence.

Each year in December St. Paul's parishioners have generously contributed to provide Christmas gifts for teens and families who are clients of Safe Passage. Any amount of cash or checks are welcome, as well as gift cards from stores and favorite eateries. In a few weeks Janie Torma will attend both services with information about our families and teens who we can gift for Christmas this year. All the information as to size, gender, preferences and needs for each person that we can get will be available. More information will be forth coming. This is a special opportunity for us to make a child or parent feel loved at Christmas! Janie Torma, 815 899 8085 or [jptjct@comast.net](mailto:jptjct@comast.net).

15. Childrens Learning Center- Janie

16. Court Watch- Janie

17. Courthouse Childrens Watching Room- Janie

### **Addendum III: Rector's Report: Important Dates**

Rector's Report (Note significant events listed below for rest of 2011 and early 2012)

1. Diocesan Clergy Conference, October 16-18, 2011.
2. Guest Preacher, October 23, 2011—Vicki Garvey, Bishop's Assistant for Christian Formation
3. Soup for the Soul, Wednesdays October 12 thru November 9, 2011 545-715PM
4. All Saints Sunday, November 7, 2011 at 8&1030AM HE
5. Holy Baptism, November 13, 2011 at 1030AM HE
6. Diocesan Convention, November 18&19, 2011
7. Thanksgiving Day, November 24, 2011, 10AM HE
8. First Sunday of Advent, November 27, 2011
9. St. Nicholas Sunday, December 4, 2011, 1030AM Children's sermon
10. Blue Christmas, Wednesday, December 7, 2011, 7PM
11. Christmas Eve, Saturday, December 24, 2011 4PM & TBA (last year 6PM)
12. Christmas Day, Sunday, December 25, 2011 1030AM (NO 8AM)
13. Epiphany, transferred to Thursday, January 5, 2012, evening, time tba
  - i. Diocesan Epiphany event in Rosemont on January 6<sup>th</sup> and 7<sup>th</sup>, 2012,
  - ii. Brian McLaren and Diana Butler Bass guests, more details to follow.