

St. Paul's Episcopal Church
Vestry Minutes
May 20, 2012

Members Present: Rev. Stacy Walker-Frontjes, Rector; Mike Duffy, Senior Warden; David Anderson, Junior Warden; Pat Brown, Treasurer, Gretchen Schlabach; Luke Krueger; Bill Cummings; Freyja Rasmussen-Johns

Guests: Lorraine Langer, Director of Music Ministries

The meeting came to order at 12:25.p.m. Opening prayer was led by Rev. Stacy.

Appreciations:

1. To Sunday School teachers and the music director, and all who sing
2. For the 98 people who attended church today
3. To the Vestry for voting to compensate Ellen Zenzen during her convalescence
4. To all who attended the cleanup day
5. To Dave Anderson for coordinating the cleanup day
6. To all who worked on Lobster Boil, especially Rick Johns, Ellen Anderson and Pat Brown
7. For Janie Torma and the women who coordinated Dick Beard's memorial service
8. For the hospitality workers on May 5th for the Spellers workshop
9. To Gail Piper for making all today's corsages
10. To Maureen Gerrity for her calm and loving bread baking with the children
11. For the great weather we had for Lobster Boil
12. For all the extra people who came and pitched in at Lobster Boil
13. To David Aarons and Yuki for their steel pan music
14. For all of our musicians, including Mike Duffy and Michael Ouelette
15. To the grounds committee – the grounds look beautiful
16. To Vince McMahon for providing the name of the grounds worker
17. To Rev. Stacy for moving the meeting along
18. For Freyja's minute-taking

Pat motioned to accept the April 22 Vestry meeting minutes; seconded by Dave. Motioned carried.

Senior Warden's Report:

Mike submitted the following by e-mail:

"The bylaws revision committee is about ready to begin reading and proposing changes to the bylaws. I am still in the process of entering benchmarking data for the energy audit."

On May 2nd, Mike sent a message that our cleaning contractor, Ellen Zenzen would be out on medical leave for approximately six weeks. He asked the Vestry to vote on giving Ellen a \$500 bridge payment while she transitions to recovery. There are funds for this payment available in the line item for the parish administrator that will not be spent this year because of our extended vacancy in this position. The Vestry members voted by e-mail unanimously to pay Ellen the \$500, and Pat Brown will be cutting a check for this amount.

Junior Warden's Report:

Dave submitted the following by e-mail:

"Stone Retaining Wall

The stone retaining wall was cleaned and rebuilt by Flores Construction. Glue was removed, stones were cleaned, and mortared together. Steel mesh was installed behind the walls and a drainage pipe put in. The wall looks very nice and received a lot of compliments from the spring clean-up crew. Flores construction will be covering the large front window (West side main entrance) in aluminum trim next week. They have also submitted a painting bid.

Mulch

I ordered 6 cubic yards of mulch from Askeland Tree Service, which they delivered at a nice discount.

Spring Cleanup Day

We had a nice turnout for our cleanup day on Saturday, May 12. Bushes and trees were trimmed, new mulch was placed around trees and bushes, and windows were washed. We shared a nice coffee break with donuts and coffee. Thank you to Vince McMahon, Steve DeGolier, Mike, Nora, and Charlie Duffy, Rev. Rich, Oscar, and Rowan Frontjes, Ellen Anderson, Rosemarie Ostberg, Maureen Gerrity, Bill Cummings, Rick Johns, Jocelyn Prall, Rhys Prall, and Larry Retherford.

Painting Sanctuary and Repairing Pew Damage

I am in contact with Sylvia Woodside/Church Insurance of Vermont regarding insurance coverage and clearing our claim. I have recontacted the people who put bids in on the work to let them know about our progress. As soon as the insurance information is finished, I am ready to contract out this work.

Waxing Floors/Cleaning Carpet

I will be contacting cleaners to clean our carpets and strip and wax the bathroom floors and kitchen floor in the near future. "

Dave also said that he'd talked to the insurance reps regarding the ceiling. They'll e-mail him the insurance report. We're ready to move forward, perhaps next week, on painting the ceiling and walls and repairing the pews, also waxing floors and cleaning carpets. There was some discussion regarding the ceiling.

Rev. Stacy mentioned that the rectory needs mulch. Dave said it'll cost about \$150 for another pickup load of mulch. The building and grounds committee wants to plant to replace the ash tree that was taken down. Dave said he'll start looking for one.

Bill asked if the committee reports could be more consistent in style before being sent out to Vestry members. Gretchen volunteered to gather the reports and unify them, and send them as one file. Vestry members were asked to send their reports to Gretchen by the Monday before the next Vestry meeting.

Treasurer's Report:

Pat discussed and explained the budget. By this time in May, we've taken in about 47 percent of the pledges. Because we're operating in a negative cash flow at this time, we need to transfer some funds from the endowment fund into the general fund. The building fund will cover some work (\$5,000) for window repair and the retaining wall in the front.

Dave motioned and Mike seconded to accept the treasurer's report as is with additions to follow. Motion carried.

Some discussion followed. The endowment fund allocation is \$74,000. Pat suggested taking out \$30,000. Rev. Stacy said to go ahead with this soon before Pat goes on vacation. Pat will consult with Mat Myer at Edward Jones regarding how much to take.

Fellowship Committee:

Freyja submitted the following by e-mail:

"Approximately 25 people attended the potluck supper following the Ascension Day service on May 17, 2012. There were plenty of delicious dishes and lots of good conversation enjoyed by all.

Coming up:

- The Feast of Saints Peter and Paul which will take place at St. Peter's in Sycamore on Thursday, June 28.
- The Parish Picnic on July 29 to take place on the church grounds following the one combined service of the day."

Because Freyja will be out of town for the July Vestry meeting, Gretchen will take minutes that month.

Music Ministries:

Lorraine sent the following report by e-mail:

"On Recognition Sunday, May 20, the Adult/Youth & Children's Choirs, along with Instrumentalists, will perform one last time together before summer break. A special thank you to all the musicians for their time, talent, spirit and support in enhancing our worship services!

The Adult/Youth Choir grew to a total of 13 members this year. We have filled all the choir robes and will soon be in need of more. We had three different youth join the choir this year. Two of the three attended several Thursday evening choir rehearsals.

The Children's Choir grew from 6 to 7. We hope to add the two back up singers/dancers that are under two years old, who frequent our rehearsals. 2012-2013 will bring in new music and user (child) friendly ways of learning.

Over the summer, there are two opportunities for musicians to share their talents in our worship services. Thursday, June 28th, is the combined congregation of St. Peter's and St. Paul's service celebrating Ss. Peter and Paul. Additionally, the Parish Picnic will be Sunday, July 29th."

Lorraine also thanked the many musicians and choir members for all their work.

Luke asked that an announcement appears for volunteers for the Sts. Peter and Paul service.

Rector's Report:

See Addendum I for Rector's report submitted by e-mail.

On June 3rd, Rev. Stacy will be gone, and Randy Watkisch will be the supply pastor. Luke will attend the early service to help Randy with announcements.

Rev. Stacy announced that last year at this time, average Sunday attendance was 67 at week 21. This year, it is 76.

Joseph Butler will be interning for three weeks in June.

Old Business:

Mission and Vision

Rev. Stacy led the discussion, stating that Mission should be a brief statement about how we are as a church in the world. An example might be, "Companions in Christ Sunday and Every Day." Luke suggested, "Making Good Work."

Vision should be a longer statement regarding where God is calling us and who we seek to be. For example, "A church who welcomes all and makes the connection between the life of faith and everyday life."

There was discussion regarding the mission statement, in particular. Some ideas were illuminating "good"; sharing the goodness of Christ with our neighbors. Rev. Stacy suggested that we give this more consideration and bring more thoughts for next month. She also brought up the idea of Vestry members meeting one-on-one with parish members to talk about our Vision.

New Business:

The July Vestry meeting will be moved to the fourth Sunday, July 22nd. Luke will do the June prayer instead of Bill.

Gretchen lead the closing prayer.

Dave motioned to adjourn, seconded by Bill. Meeting adjourned at 1:30 p.m.

Respectfully submitted,
Freyja Rasmussen-Johns

ADDENDUM I

Rector's Report

I. Pastoral Care

- a. I have been following up with visitors via phone, email, and in person.
- b. I'm still following up with parishioners I reconnected with over Holy Week and Easter.
- c. Reminder: I rely on the family and friends of those who are hospitalized or otherwise homebound to contact me to request a visit. Hospitals and rehab facilities do not contact churches anymore due to privacy laws.

II. Liturgy

- a. I had hoped to have more conversations about a creative liturgy team in the past month, but so far these have been informal in nature. I am looking to perhaps place a meeting on my calendar at the end of the summer to gather a team together in preparation for fall liturgies and Christmas.
- b. The nursery will likely be closed on Pentecost (May 27th) which is also on Memorial Day weekend. All of the nursery staff have family plans that weekend, which is completely understandable. My plan is to keep the service moving along for the attention spans of our youngest members. Pentecost Sunday this year will also be "Plant the Garden Sunday" after the 1030AM service. The 1030AM service will end at the garden with a blessing of the garden. There is a sign-up sheet and a call out for plant and seed donations. We will plant these donations immediately following the dismissal, so wear your gardening clothes to church!
- c. I have also been planning the Ss. Peter and Paul liturgy and other arrangements for that celebration and visitation by Bishop Lee. Ss. Peter and Paul is Thursday, June 28th at 6PM at St. Peter's, Sycamore. At this date we will have two confirmands presented from St. Paul's.
- d. I will soon begin plans for the July 29th Parish Picnic liturgy, as well as a Blessing of the Backpacks liturgy to take place sometime in August.

III. Christian Education

1. May 20th is the wrap up of our Christian Education programming for the academic year. Sunday School will resume the Sunday after Labor Day (September 9).
2. Children and Youth Education—Summer plans
 - a. June 24th we will have a children's chapel during the first half of the 1030AM service in the parish hall or lower level led by our summer intern, Joseph Butler, with parent and interested adult volunteers.
 - b. I plan to meet with Sunday School teachers soon to set a course for children and youth education for 2012/2013. I am looking for adult volunteers to team teach the youth Christian education class with me in 2012/2013.
3. Adult Christian Education

- a. We had a wonderful workshop on May 5th with The Rev. Stephanie Spellers (Anglicanism remixed). About eight people attended from St. Paul's.
- b. Enthusiasm for Easter Soup for the Soul waned, so we only met once. We will return to Soup for the Soul for a four-five week session in the fall of 2012 and then again in Lent 2013.
- c. "Big Questions" adults small group met for our fourth meeting on May 12th at my home. Our fifth and final meeting will be on Saturday, June 23rd. Location TBA.
- d. Adult Christian Education on Sunday mornings ended today for the summer. We finished with reading together Desmond and Mpho Tutu's book *Made for Goodness*.
- e. I also plan to connect this summer with regular attendees of our Adult Sunday School to team teach this class with me in 2012/2013.

IV. Administration

- a. Nursery
 - 1. New guidelines have been put into practice in the nursery, including registration of children attending the nursery and keeping attendance.
 - 2. As Alicia Dailey will be leaving sometime this summer to move to a residential university degree program, I will be looking more intently for a new nursery worker in the weeks to come.
- b. We will be hosting Joseph Butler as an intern in June 2012 at St. Paul's
 - 1. I have spoken to Joseph about his goals. Besides learning what a parish priest does on a day to day basis, Joseph also requested the opportunity to lead a children's chapel (June 24) and to preach (June 17). Joseph will be with us June 10th through June 28th.
- c. Cleaning company for parish buildings
 - 1. I hired Margaret Rybak, owner of Polish Cleaning Company, to clean the parish buildings during Ellen Zenzen's recovery from shoulder surgery.
 - 2. The building will primarily be cleaned on Friday evenings.
 - 3. We are paying the same rate we paid Ellen Zenzen.
 - 4. We will be sent an invoice monthly from Polish Cleaning Company.
 - 5. If you notice anything that needs attention, please contact me and I will get in contact with Mrs. Rybak.

V. Mission and Community Activities

- 1. Saturday, April 28th at 5PM the Islamic Society at NIU (ISNIU) hosted their second neighborhood meeting at St. Paul's Parish Hall. It was an excellent opportunity for us not only to meet our Muslim neighbors, but also the other neighbors who live in our neighborhood.
- 2. Wednesday, May 16th I attended the City of DeKalb Zoning and Planning Commission meeting and spoke in favor of granting ISNIU a special use permit so they can begin construction on their new mosque. I plan to attend the city council meeting when ISNIU is on the agenda as well. This date is still to be determined. I would strongly encourage other members of our vestry and parish to attend as well in support of our neighbors at ISNIU.

3. Mr. Doug Roberts has put me in contact with Bill Nicklas, a VP at NIU, regarding neighborhood safety. I hope to make an appointment with Mr. Nicklas sometime in the next month.
4. The Grace Place Campus Ministry board met officially for the first time on Monday, May 14th, 2012. I am on a committee to plan program activities and worship leadership for Grace Place fall semester 2012. We have just started the search process for a long term campus pastor, which we hope to have someone called by spring semester 2013.
5. I also attended the board meeting (as I am a member) of Love Inc. on Thursday, May 10th, 2012. The June 14th meeting will be at St. Paul's at 7PM.
6. I am also a member of the Alumni Steering Committee of the Seminary of the Southwest in Austin, Texas. We meet four times a year, three of these via conference call, most recently this past Tuesday May 15th. I will be taking a more active role in planning our September Alumni lectures in 2013. This September I will be in Austin on the 25th and 26th for the lectures and alumni convocation. Specific dates tba, no expenses will be incurred by St. Paul's for this trip.

VI. Other

1. My summer vacation plans are to be gone July 1st thru July 20th. The Rev. Judy Hipple of Rockford will be our supply priest on July 8th and July 15th.
2. I will be attending a continuing education conference June 4th through June 8th at the Seminary of the Southwest in Austin, Texas. I will be traveling on Sunday, June 3rd and will make arrangements to have Randy Watkisch as our supply priest at the 8AM and 1030AM services that day. I will be back in the office and pulpit on Sunday, June 10th.