

St. Paul's Episcopal Church
Vestry Minutes
September 16, 2012

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

Members Absent: None

Rev. Stacy passed around a thank you note from the Islamic Society of NIU for the fruit basket St. Paul's sent to them for Eidh.

The meeting came to order at 12:23 p.m. with an opening prayer led by Rev. Stacy.

Appreciations

- To Chris and Luke Krueger from Rev. Stacy for the jar of fresh pasta sauce
- To the McMahons for doing weed control and picking up garbage on the church grounds
- For Andrew Voelker's excellent piano playing
- For the choir and Lorraine and Kathleen
- To be able to see the kids back in full force in Sunday school
- To Dave and his work with the pews
- For T.J. at American Midwest Bank for her help in transferring the accounts
- For the parishioners who have signed up to coordinate various social events
- To the Vestry for thoughtfulness in preparing for our discussion of same sex unions

Today's lesson, James 3:1-12, was read and discussed.

Dave made a motion, seconded by Bill to accept the minutes from the August 19th Vestry meeting.

Senior Warden's Report

The following report was sent from Mike by e-mail:

1. Rev. Stacy called a committee consisting of Brad Cripe, Peg Newby, and me to discuss and plan for our 2012 annual giving stewardship campaign. Our plan is for one of us to visit each of the groups that regularly meets at St. Paul's and ask them some questions to start a discussion about annual giving to St. Paul's. These groups are: Choir, Adult Sunday School, Sunday School, Vestry, ECW, Altar and Flower guilds, 8 o'clock breakfast fellowship, fellowship groups, and Wednesday morning Holy Eucharist. In addition, Rev. Stacy will plan to invite parishioners to address stewardship during the Sunday Eucharists during our stewardship campaign, which will begin on All Saints Sunday, with the dedication of the renovated basement. Finally, Brad Cripe will investigate the options we have for online giving to the parish.
2. The bylaws revision committee needs to meet to discuss the proposed revision to the bylaws.
3. The energy benchmarking for the church building is more or less complete. I need to schedule an outside energy audit provider to conduct do an audit of our energy use.

Junior Warden's Report

Dave submitted the following report by e-mail:

Buildings and Grounds Report
September 2012

Pew Repair

K and J Decorating is in the process of refinishing all of the pews in the church sanctuary. Mr. Kline reports that he will be finished about September 19th. During last Sunday's and this coming Sunday, portions of the pews will be roped off and not available for seating. When this project is complete, the repainting and pew repair due to water damage will be finished and we can settle with the insurance company.

Carpet/Floors

While stripping and re-waxing floors in the fellowship hall, Ecosteam did not use the correct type of stripping material, and the floors did not come out very good. They will be re-waxing them. I believe they needed to use industrial material rather than the materials used in homes. There was a lot of buildup on the floors. John at Ecosteam expressed his apologies and assured me the floors will be taken care of.

Dave reported that the pews would be completed next Wednesday. The next projects are to get the drain unplugged, and to work on the dehumidifiers in the basement. There will be a cleanup day in October and four or five bushes will be planted. Rev. Stacy mentioned that one of the globe lights in front of the church is hanging loosely. Dave will check on that.

Treasurer's Report:

Pat submitted the following report:

Treasurer's Report August 31, 2012 – September 16, 2012 Vestry Meeting – Submitted by Pat Brown, Treasurer

This report covers the first eight months of the year, through August 31, 2012. The previous months have been revised and updated. As a reference for the preceding months please use the figures in the accompanying spreadsheet.

Receipts through August 31, 2012

We have received about 68% of the pledged amount and about 58% of the total budgeted receipts by the end of this eight month period. Total operating receipts through August were \$118,867.60

In June we transferred \$30,000 from the Endowment Fund to the Operating checking account. The total budgeted amount to come from the Endowment Fund for the year is \$74,397. I plan to transfer \$30,000 more from the Endowment Fund in the next week to our new account at American Midwest Bank. We will then begin using that account for operating receipts and disbursements. When the deposit tickets, deposit stamp, and bank bags arrive, we will begin making deposits in the American Midwest Bank.

Disbursements through August 31, 2012

Total operating disbursements for the first eight months were \$136,323.84. That is 66% of the total allocated. The difference of disbursements over receipts is a negative (\$16,456.24.) When the additional \$30,000 from the Endowment Fund is added the negative will become positive. We may have to take up to the maximum allocation this year from the Endowment Fund to avoid a deficit in the operating fund.

We paid out \$7,500 of the \$25,000 in insurance funds by the end of August. The pew refinishing will take \$6,500 for a total of \$14,000. The remaining \$11,000 will be returned to the insurance company once we complete the damage repairs in September.

Building Fund

We withdrew \$5,000 from the Edw Jones Building fund to pay for the retaining wall repair which cost \$4,800 and was paid in May and June to Flores Construction. That is the extent of Capital Spending projects so far this year. A \$10,000 CD came due in August. After consulting with Matt Myer at Edward Jones we purchased a \$10,000 CD with a 30 month maturity which will give us a better interest rate than leaving it in the Money Market. There is one \$10,000 CD due in December and three due in 2013 if funds are needed for improvements. We can also sell the CD at any time if we need the funds.

Endowment Fund

The value of the Endowment Fund at the end of August was \$1,846,083.66. Change in value for the first eight months was a positive \$113,704.20. While we cannot project what the stock market will do in the coming months, we did not observe a late summer meltdown as occurred in the previous two years.

Apache Stock was worth \$18,379.14 on August 31, 2012. We now have 214.334 shares.
Value on September 14, 2012 was \$19,821.61.

On August 31, 2012 the balance in the Flower Fund was \$168.43. The balance in the Discretionary Fund was \$1,385.80.

Endowment Committee Meeting with Terri Mathes from the Episcopal Church Foundation:

On August 24, 2012 the Endowment Committee – Doug Roberts, Pat McMahon, George Nenonen, Brad Cripe, Pat Brown and Rev. Stacy met with Terri Mathes. We discussed what an Endowment fund is, what it can and should be for St Pauls. We considered how it could be promoted as a planned giving fund for St Paul's. Our discussion evolved into a strategy for promoting giving in general at St Paul's and the annual fund and capital campaign relationship. A suggestion was made to investigate making a strategic plan for our church and looking into resources available to assist us in that endeavor.

Ms Mathes was very helpful in directing our discussion and giving us suggestions about giving now and in the future. Stay tuned for Committees and ideas arising from this productive meeting.

Respectfully submitted
Pat Brown, Treasurer
September 16, 2012

Gretchen moved to receive the financial report for audit; Luke seconded. Motion carried.

Pat discussed some collection counting procedures and noted that next week deposits will be made at the American Midwest Bank instead of Castle Bank.

Fellowship Report:

Freyja sent the following report by e-mail:

Instead of a picnic, this year we're going to hold an ice cream social after the 10:30 service for Kick-off Sunday. It'll be a sweet start for the new year.

Several people have signed up for the fellowship dinner groups. Ellen and I would like to get the groups coordinated by mid to late September so that the groups can begin gathering in early October.

Instead of having the Fellowship Committee (i.e., Ellen and Freyja) coordinating all the social events, we're extending opportunities to all parish members to host one or two events throughout the year. There's a sign up sheet in the parish hall, which we'll leave out on the table.

The Pet Blessing is coming up soon on October 7. More info to come.

Freyja also reported that "Crepes on the Patio" will be held on Friday, September 28th. Child care will be provided by Brittany and Betsey, and families with children will be asked to bring a kid-friendly snack to share.

Luke and Christina have volunteered to help coordinate the Pet Blessing on Oct. 7.

Music Ministries Report:

The following report had been submitted by Lorraine:

The **Adult/Youth Choir** is not only tuning up for the 2012-2013 church year, they are on pitch. We have most, if not all, returning choir members and at least one new member. We are learning a lot of new music and hope to work up many of these new anthems to performance level for the upcoming services.

The **Children's Choir** begins their 2012-2013 year with rehearsals on Sunday, September 23rd, in the undercroft, about 10:40 AM. In the spirit of exploring the best and most opportune times for both the children and families, the rehearsals will begin shortly after the start of the 10:30 AM worship service. **All children are welcome, at any time.**

Andrew Voelker is our **new accompanist/pianist and substitute organist**. Andrew is a junior at NIU, and is working on his B.S. in Piano and B.A in Voice. We are very blessed and excited to have Andrew share his talents. Andrew is also a tenor section leader in the adult choir at United Methodist church in DeKalb (9 AM service). We also welcome **Ning Pai** as our **substitute pianist** when needed. Ning is from Taiwan. She received her B.M. in Piano Performance and Music Education, from the National Taipei University. Ning received her M.A. in Piano Performance from NIU this past spring. She is currently working on a M.M., Individualized Specialization in Collaborative Piano at NIU.

Rector's Report:

The following report was e-mailed by Rev. Stacy

Rector's Report

I. Pastoral Care

- a. I have continued to provide pastoral care support to Gail Piper in the past month.
- b. I have also continued to follow up with parishioners who have not been in attendance at worship recently.

II. Liturgy

- a. The creative liturgy team had its second meeting on Tuesday afternoon September 11th. We have a meeting set for 4PM Tuesday October 16th to finalize some plans for All Saints Sunday. More info in October newsletter.
- b. Plans for our 4th Annual Pet Blessing on October 7th at 1PM are in full swing. Flyers are available for distribution and our office has been working to send press releases to local media outlets. PLEASE PLAN TO ATTEND EVEN IF YOU WILL NOT BE BRINGING A PET! Come show your love and support for our human and animal neighbors. TAILS Humane Society will also be attendance for the 2nd year in a row.

III. Christian Education

- a. Children and Youth Education
 1. Sunday School began on September 9th.
 2. All children and families were contacted either by phone, by US mailed personal note, or in person prior to the start of Sunday School. We will continue to follow up with families throughout the year.
- b. Adult Christian Education is also off to a great start! Thanks to Brad Cripe, Marilyn Cleland, and Gretchen Schlabach for their leadership.

IV. Administration

- a. Nursery
 1. Julie Rogers will not be in the nursery for the next couple of Sundays. Her husband, Bob, was hospitalized following a serious car accident on September 10th. We have made arrangements with our other nursery workers to provide consistency in childcare at the nursery.
- b. Endowment Fund
 1. The Endowment Fund met with Terri Mathes, consultant from the Episcopal Church Foundation on August 24th, 2012.
 2. The Endowment Fund committee is currently working with that information to work on next steps towards development for the St. Paul's Endowment Fund.
- c. Diocesan Convention (November 16 and 17)
 1. Delegate and Alternates for convention have been registered.
 2. The September Proclaimer had info about Diocesan convention for those who would like to attend as a visitor or volunteer. We will also include this in future communications from the office between now and November.
- d. Annual Giving Stewardship Team
 1. Brad Cripe, Mike Duffy, and Peg Newby graciously accepted my invitation to serve with me on a Stewardship Team for the 2013 Annual Giving campaign.

2. We met for the first time on Tuesday, September 11th. Our second meeting is scheduled for Tuesday, October 2nd 12-1PM at St. Paul's.
3. Our kick-off stewardship event will be at the dedication and blessing of the lower level Christian Education center on All Saints Sunday, November 4th at 915AM.
4. More information to follow in future Rector's reports and newsletter.
- e. Mike Duffy, Luke Krueger and I met on Thursday, September 13th to discuss plans for leading the congregational meeting on September 23rd at 9AM. This meeting is regarding the Solemnization of Holy Union (Blessing of Same Gender Civil Unions).

V. Mission and Community Activities

1. I continue to be VERY active with the Grace Place Campus Ministry board. I led a successful search for a musician at Grace Place. I continue to be active in other areas of program support for the fall. I will be the celebrant at the Eucharist on Wednesday, September 19th at 9PM. Grace Place is currently on track to call a long-term minister starting in January 2013. Prayers are appreciated!
2. Diocese of Chicago NetsforLife at the DeKalb Corn Classic 3K/10K. We raised funds to sponsor over 100 nets. Kristin Duffy wrote an article about her experience that will be published in the newsletter of the Diocese of Chicago as well as in a forthcoming Episcopal Relief and Development publication.

VI. Other

1. I attended the Rockford Deanery Diocesan Healthcare Taskforce (of which I am a member) meeting on August 23, 2012 at White Pines. Mike Duffy accompanied me as our lay representative from St. Paul's.
 - a. At that meeting I was also elected to a two year term as the dean of the Rockford Deanery.
 - b. This should become official at Diocesan Convention, at that point I will announce my new role in the deanery to the congregation.
2. I will be away for Continuing Education Monday, September 24th through Thursday, September 27th in Austin, Texas at the Seminary of the Southwest. This is for our alumni lecture series and alumni steering committee meeting (of which I am a member).
3. I have also made arrangements for The Rev. Bill McLemore to be our guest priest and preacher on Sunday, November 25th, 2012. For the first time in many years the Sunday of Thanksgiving weekend is not Advent 1, so I will be using my final vacation days for 2012 to travel to visit family for Thanksgiving. I will be gone November 21st thru November 25th or 26th. Our Thanksgiving service this year will be on Tuesday evening, November 20th, time tbd.
4. I am also applying for the Doctor of Ministry (DMin) program at Association of Theological Schools in Chicago (ACTS). This is a three step application process, including a portion to be completed by the vestry. More information about that at our October meeting.

<http://www.actsdminpreaching.com/>

Rev. Stacy mentioned that there were 70 in attendance at the two services last week, and today there were 72. Average Sunday attendance is right around 68. Rev. Stacy will be out of the office Sept. 24th through the 27th.

Old Business:

Mission and Vision. A separate committee other than the Vestry will take this project on – it's simply too involved for the Vestry alone to deal with.

The Financial Review Team for 2010 and 2011 consists of Pat McMahon, George Nenonen, and Jim Torma. Pat said that the reviews should be done by mid- to late October.

There will be a special congregational meeting on September 23rd to discuss the solemnization of civil unions. Mike and Rev. Stacy met to work on how to get the conversation started. The Vestry all approves of this service, but would like to get further input from the rest of the congregation. Reasons for offering this include:

- Equality
- offering a blessing
- Equal access to a sacramental rite
- Hospitality
- Evangelism

New Business:

Prairie Echoes has asked to use the church for two events, both on Sunday afternoons. First, they would like to hold a spaghetti fundraiser. There was some discussion, after which it was decided to decline their proposal because we do not have a licensed kitchen in which to prepare food for the general public and also because of the potential for quite a mess. In addition, there are no clear guidelines regarding outside groups holding fundraisers on church grounds.

They also asked to hold a retreat in March, which was approved, with a \$75 rental fee.

It was decided that an addendum needs to be made to our rental agreement regarding fundraisers and food preparation.

Dave motioned and Bill seconded to adjourn the meeting at 1:45 p.m.

Freyja closed the meeting with a prayer.

Respectfully submitted,
Freyja Rasmussen-Johns
Clerk of the Vestry