

St. Paul's Episcopal Church
Vestry Minutes
February 17, 2013

Members Present: Rev. Stacy Walker-Frontjes; David Anderson, Senior Warden; Luke Krueger, Junior Warden; Jocelyn Prall; Bill Cummings; Marilyn Cleland; Freyja Rasmussen-Johns

Members Absent: Pat Brown, Treasurer (excused)

Guest: Lorraine Langer, Director of Music Ministries

The meeting was called to order at 12:20 p.m. with an opening prayer by Rev. Stacy.

Rev. Stacy passed around a sign-up sheet for volunteers for the monthly closing prayer.

Appreciations

- To Jennie Cummings for handling so many things, for helping Gail Piper and her family, for handling updates on Gail's progress and coordinating transportation for Jennifer to and from church
- To Freyja for her work on the minutes
- The choir sounded wonderful today
- To Marilyn and Jocelyn for agreeing to serve on the Vestry
- For all who helped with Ashes on the Go
- For all the work the Fellowship Committee takes care of
- For the children being upstairs for more of the service

Bill read the scripture for today: Romans 10:8b-13, and some discussion followed.

Review and approval of January minutes: Luke motioned and Bill seconded to approve last month's minutes. Motion passed.

Senior Warden's Report: Dave reported that the Building and Grounds Committee decided not to update the furnaces at this time as suggested by ComEd and Nicor during our energy audit. We should have another 10-12 good years with the current furnaces. However, the units on top of the fellowship hall have shorter lives. They're already about 12 years old and may need replacing fairly soon.

Regarding the plugged roof issue, Rhys Prall has a plan to work on this when the weather gets better.

Dave reported that the bill for Vic Reed's electrical work on the lighting only came to \$950.

Dave said he'd spoken with the Prairie Echoes about increasing the amount they pay for the use of the room in the undercroft. They won't be able to pay the \$500 that we requested, but agreed to \$300. Brief discussion followed, and it was agreed that \$300 was agreeable for this year.

Junior Warden's Report: Luke stated that he is easing into his role with some assistance from Dave. He volunteered to coordinate the committee reports. The reports should be sent to Luke by 5:00 p.m. on the Thursday before the monthly vestry meeting.

Treasurer's Report: Pat was absent, but she had prepared a written report and monthly spread sheet which was distributed to vestry members.

Treasurer's Report for January 31, 2013

February 17, 2013

This report covers the month of January in 2013. The American Midwest Bank checking account is our primary account. We are using deposit slips, deposit stamp and the bank bag for the American Midwest Bank. Deposits can be taken to the branches on South Fourth St or the corner of Bethany Rd and Sycamore Rd. Depositing tip - Be sure to spread out the money in the bag when depositing the bag in the outside vault. If you slide it in crosswise it may fit more easily.

Receipts through January 31, 2013

We have received 5.2 % of the pledged amount and 18% of the total budgeted receipts by the end of this one month period. Total operating receipts through January were \$37,257.75 This includes allocations of \$30,000 from the Endowment Fund. Last year we received a large pledge early so funds were not allocated from the Endowment Fund until June. This year it was necessary to tap the funds earlier. We had an increase in value in the Endowment fund of \$57,810 in January. The net increase, therefore was about \$20,000/

Disbursements through January 31, 2013

Total operating disbursements for the first month were \$22,201.49. That is 10.72% of the total allocated. The difference of receipts over disbursements is a positive \$15,056. We paid about \$950 to Vic Reed Electric from the Building Fund for the lighting improvements.

Building Fund

The balance in the Edward Jones Building Fund at the end of January is \$93,346.90.

Endowment Fund

The value of the Endowment Fund at the end of January is \$1,903,375.80.

Apache Stock was worth \$17,992.90 on January 31, 2013. We now have 214.815 shares. We should perhaps defer a discussion about selling the Apache stock and where to put the proceeds until we have time to discuss the pros and cons. I may be able to put together a few paragraphs before more a detailed consideration at the next Vestry Meeting.

On January 31, 2013 the balance in the Flower Fund was \$245.67. The balance in the Discretionary Fund was \$590.43. The Columbarium Fund balance was \$571.80.

I am still working on the Parochial report and should have that completed for your review next week I could send it out by Email so you would have a chance to review it.

Please see accompanying spreadsheet for details of the transactions.

Respectfully submitted,

Pat Brown, Treasurer

Jocelyn made a motion, seconded by Freyja, that the February treasurer's report be approved and filed for audit. Motion carried.

Fellowship Committee: Freyja announced that the annual Chili Cook-off is coming up on March 17th, and that she'll remind the Stubblefields, who have volunteered to coordinate the event.

Music Ministries: Lorraine said she would have more information next month. She has taken new pictures of Jocelyn and Marilyn for the bulletin boards, and will contact everybody about updating their bios for the Website.

Rector's Report: Rev. Stacy submitted the following report by e-mail:

I. Liturgy

1. The Creative Liturgy team will meet next on February 19th, 2013. We will be continuing planning for Holy Week and Easter services.
2. On Ash Wednesday, February 13th besides our two traditional masses at 8AM and 6PM, I worked with members of St. Paul's, the Rev. Joyce Beaulieu, and in cooperation with the Rev. Amy Fallon of Grace Place Campus Ministry to offer "Ashes on the Go" from 10AM to 1PM. Went well, looking forward to next year.

II. Christian Education

- a. Adult Christian Education on Sunday mornings is meeting regularly and beginning a series on Embracing an Adult Faith.
- b. Our Lenten Soup for the Soul series will begin meeting on Wednesday February 27th and will meet for four Wednesdays total during Lent. All of the books I ordered for this have been purchased.
- c. I am also researching confirmation preparation materials for adults and for youth respectively. I have the prep dates on my calendar for adult confirmation prep and will publish in the March newsletter. I also have youth dates tentatively scheduled for August/September. I will be in contact with families this spring. These will be two different preparation courses that appropriate to each age group.

III. Administration

- a. I plan to schedule annual reviews with our staff in February and March.
- b. Altar Guild
 1. Continues to be in conversation with vestment makers about replacing some of our older stoles and chasubles.
- c. Our 2012 parochial report is complete and ready to be approved by the vestry and filed with the church-wide office.
- d. Office
 1. Our spring office hours for the administrative assistant will be Monday, Wednesday, and Friday from 8A.M. to 12P.M. Melissa will also work some Saturday afternoons during the semester.
 2. My office hours remain Monday thru Thursday, with Friday reserved as my day off (Sabbath) and Saturday as a family day. I maintain a monthly calendar on my office door as a general guide to where I am during the month.
 3. Some days during my work week I am out of the office at meetings around the diocese or on pastoral calls.

- e. I am in conversation with the Rev. Joyce Beaulieu, a retired priest living in DeKalb, about her joining us as a priest associate. This would be a non-stipendary position. Joyce would serve as a priest at St. Paul's under my direction as the rector, and in a way that would allow her the flexibility to serve as a supply priest in congregations in the dioceses of Chicago and Quincy. I will have more news to share at our March vestry meeting.

IV. Mission and Community Activities

- a. I continue to be active with the Grace Place Campus Ministry board.
 - 1. I am working on a subcommittee for development and fundraising.
 - 2. St. Paul's provided meals for Wednesday January 23rd and Wednesday February 6th, 2013.
 - 3. **Celebration of a New Ministry at Grace Place will be on Wednesday, February 20, 2013 at 7PM. Please plan to attend and show support for our Episcopal/Lutheran Campus ministry. Bishop Lee will preside with Bishop Wolersheim of the Northern Illinois Synod of the ELCA.**
 - 4. In conversation with Amy Fallon and Christina Krueger and current students at Grace Place we have decided not to plan an alternative spring break for 2013. We will instead focus our attention on spring break 2014. There will still continue to be a need to assist with clean up from Hurricane Sandy.
- b. I have been asked to consider serving on the board of TAILS Humane Society. I met with the executive director and a member of the current board for lunch this past month. They will let me know their decision in a few weeks.
- c. Thrive—Our second meeting will be Saturday, February 16th, 2013 in Rockford
 - 1. The entire six person Thrive team met on February 4th to debrief from the retreat and share our stories of our first memories of God, and how we got to where we are today.
 - 2. Three of our team (Rochelle, Ellen, and me) met on February 11th to go over the details for launching the Church Assessment Tool (CAT) survey which is a requirement of participating Thrive congregations.
 - i. The survey will be announced on February 17th and launched via email on February 18th. Paper copies will be available on February 24th to fill out at church or take home. Survey closes on March 4th.
 - ii. There will be an additional cost for the survey, I hope to have that exact cost for the vestry at our meeting this Sunday.
 - 3. We have our next meeting scheduled at St. Paul's for Monday, February 18th, 2013.
 - 4. The members of the Thrive team(s) were commissioned on Epiphany Sunday, January 6th, 2013. The learning team: Rev. Stacy Walker-Frontjes, Christina Krueger, and Rochelle Cripe. The accountability team: Ellen Anderson, Terry Dickow, and Jamie Stubblefield.

V. Other

- a. We have a two guest preachers booked for the spring of 2013:
 - 1. March 17, 2013: Ms. Courtney Reid, M.Div., Director of Operations for the Diocese of Chicago
 - 2. April 14, 2013: The Rev. Amy Fallon, Campus Pastor at Grace Place Campus Ministry at NIU.
- b. Reminder that our Vestry Retreat and Mutual Ministry Review led by The Rev. Jim Steen (Director of Ministries) will be on Saturday, March 2nd, 2013, from 830AM-1230PM.

- c. This past month I also presided at the funeral of someone I did not know, but who was to be buried at Fairview Cemetery. His children were Episcopalians from around the country and asked to have the funeral at St. Paul's. This is an important ministry of hospitality I offer on occasion on behalf of St. Paul's for bereaved families that our members may not be aware of. Thank you for your support of St. Paul's so that we can continue to offer services such as this.
- d. This past month I also attended a quarterly meeting of the deans of the Diocese of Chicago with Bishop Lee and his executive staff on behalf of the Rockford Deanery.
- e. I will be on vacation June 10th thru June 25th, 2013. The Rev. Joyce Beaulieu will be our guest priest on the two Sundays I am gone at the current supply rate. She will serve on the Wednesday mornings I am gone as a "volunteer priest".
 - 1. **The June Vestry meeting will be moved to the second Sunday, June 9th at 12:15PM.**
 - 2. **I will likely be on vacation on November 17th as well. The November Vestry meeting will be on Sunday, November 24th at 12:15PM.**
 - 3. I will also be gone on a Sunday in late July/early August to be determined.

Rev. Stacy announced that the CAT questionnaire will be mailed out, probably Monday. There is an additional cost for this survey, which is a required part of the Thrive program. Rochelle Cripe is looking into it, but the cost is probably about \$400. Rev. Stacy said that they had an excellent retreat meeting with many new ideas. The St. Paul's team will meet Monday to debrief. She said that the results of the CAT survey will be used at the March Thrive meeting. Dave motioned and Luke seconded to approve the \$400 cost for the survey.

Old Business:

Financial Review Team for 2010 and 2011: Because Pat was absent, this item was tabled until next month.

The Christmas gifts for all the staff are now complete for 2012.

New Business:

Organ repair: Lorraine distributed copies of a letter from McNamara Organ Services, and briefly explained the need for organ repair. These repairs were originally requested in 2008, but it had been decided at that time to put the repairs off. Lorraine said that Paul McNamara felt that these repairs really need to be taken care of soon so the situation doesn't become worse. Mr. McNamara said it would take about a week and would like to take care of this before June; it will be coordinated with Rev. Stacy regarding schedules. Lorraine will ask if there are any additional costs. It was decided that the money will come from the building fund. There was some discussion. Bill motioned to authorize the expenditure from the building fund as outlined in the document from Paul McNamara. Marilyn seconded. Motion carried.

AED defibrillator: The pads are now expired. Peg Newby says the base price to replace them is about \$169; there may be shipping and handling costs in addition. Bill motioned, seconded by Dave, to authorize a maximum of \$200 to replace the pads. Motion carried.

Apache stock sale: Rev. Stacy announced that Pat felt we might want to wait until she's present to talk more about this issue. There was some discussion about whether the money from a sale should go into the endowment fund or the building fund. Further discussion was tabled until March.

A motion was made by Dave to adjourn.

The meeting adjourned at 1:30 p.m. with a closing prayer by Rev. Stacy.

Respectfully submitted,

Freyja Rasmussen-Johns
Clerk of the Vestry