

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

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

Members Absent: David Anderson, Senior Warden (excused)

Guest: Lorraine Langer, Director of Music Ministries

The meeting was called to order at 12:40 p.m. with an opening prayer by Rev. Stacy.

Appreciations

- To Jamie and Julie Stubblefield for organizing today's chili cookoff
- To Rev. Stacy for cantoring on the Great Litany
- To Rhys Prall for last Sunday – getting up on the roof to clear the drains
- To Marilyn Cleland for our fellowship gathering dinners
- For the leadership of the Sunday Schools – both adult and children
- For the kids (especially Miss Ava and her glasses)
- For Melissa and all that she does

The scripture for today, Romans 10:8b-13, was read and discussed.

Review and approval of February minutes: Pat motioned and Marilyn seconded to approve last month's minutes. Motion passed.

Senior Warden's Report: Dave was absent today but submitted the following report by e-mail:

Vacuum Cleaner: We were informed that both vacuum cleaners were out of commission. I took both to Swanson Vacuum Cleaner Service. A belt was replaced on one. The other vacuum cleaner needed \$79 in repairs. These are not commercial grade vacuum cleaners. Upon consultation with Swanson and Rev. Stacy, I decided to buy a new commercial grade vacuum for \$200.

Roof Leaks: We had a roof leak in the sanctuary in the same area it leaked two years ago. Rev. Stacy, Lorraine, and Melissa placed buckets and towels in the area, and later Ellen and I placed tarp over the pews involved. The leak had stopped by the time we left. Two pews were damaged, and there will probably be ceiling stains as well. Rhys Prall wants to contact the company which made the shingles for an explanation. I will wait a while before seeking repairs. Stay tuned.....

Roof Leaks Part II: The lower ceiling on the south side of the sanctuary was also leaking through the intake vent. Rhys Prall got up on the roof early Sunday Morning and cleared debris away from the drains on the north side and the water was drained. The south side as we knew has a plugged drain. Rhys and I are in consultation and waiting for warmer weather to attempt a

repair. Rhys is also going to contact the people who put in the drainage system with questions about excavation possibilities. We have discussed possible solutions.

When we had the sanctuary repaired last summer, I walked around the sanctuary with Mr. Flores of Flores Construction, looking at the lower ceiling around the outside of the sanctuary. There were many water stains around the whole area, so leaks in the ceiling are not anything new.

David Anderson

Junior Warden's Report: Luke further discussed the roof issues a bit. The following is his written report: Rhys Prall has done a wonderful job of keeping me informed of the leak in the roof, the drain issues. It is my desire that I should make the appropriate calls, consult with our insurance adjuster, and be able to provide the vestry with an assessment as regards our roof. It seems we cannot keep having the leaks, accruing more damage to our pews, etc. I'm also working getting together some interesting things for Holy Week in collaboration with our creative liturgy team.

Treasurer's Report: Pat explained about the children's pledges and envelopes. She asked about memorials for Father Krogman, and Rev. Stacy though perhaps they could go toward new vestments. The following is Pat's written report:

Treasurer's Report for March 17, 2013

Vestry Meeting – Submitted by Pat Brown, Treasurer

This report covers the month of February 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. Black deposit bags for weekly deposit are on top of safe. Please be aware that we have very small envelopes for several children who have made pledges. They should be treated in the reports as adult pledges are with "Y" after their numbers. Consult the Yellow Pledge Number record sheet in the black deposit book.

Receipts through February 28, 2013

We have received 11.39 % of the pledged amount and 21.34% of the total budgeted receipts by the end of this two month period. Total operating receipts through February were \$44,181.75. This includes allocations of \$30,000 from the Endowment Fund.

Disbursements through February 28, 2013

Total operating disbursements for the two month period were \$34,930.10 That is 16.87% of the total allocated. The difference of receipts over disbursements is a positive \$9,251.65.

We paid about \$950 to Vic Reed Electric from the Building Fund for the lighting improvements in January and \$4,000 for Organ Improvements in February.

Building Fund

The balance in the Edward Jones Building Fund at the end of February was \$86,778.47 and the balance in American Midwest Bank was \$2,846.01 for a total of \$89,624.48.

Endowment Fund

The value of the Endowment Fund at the end of February was \$1,900,316.01.

Apache Stock was worth \$15,990.33 on February 28, 2013. We now have 215.300 shares. Value on March 15, 2013 was \$16,293.90.

On February 28, 2013 the balance in the Flower Fund was \$228.17. The balance in the Discretionary Fund was \$509.45. The Columbarium Fund balance was \$571.80.

Please see accompanying spreadsheet for details of the transactions.

Respectfully submitted,

Pat Brown, Treasurer

Bill motioned to accept the treasurer's report and file it for audit. Jocelyn seconded the motion. Motion carried.

Fellowship Committee: Freyja submitted the following report by e-mail:

Upcoming events include the Easter Vigil reception after the service on March 30th. People should bring an appetizer or dessert to share. Champagne and soft drinks will be provided. Low Sunday brunch on April 7th will be coordinated by Rosemarie Ostberg. The Stubblefields have signed up to host Family Game Night which will take place on April 13 or 20.

Music Ministries: Lorraine submitted the following report by e-mail:

Music Worship & Arts in the Community

The **Adult/Youth and Children's Choirs** are preparing for Holy Week and Easter. I defer to the March Newsletter ([Mars Hill Proclaimer](#)) for current information relative to the Music Ministries Report and Arts in the Community.

Administrative

The Sanctuary Grand and Parish Hall Upright **Pianos** will be tuned on Wednesday, March 20 at 9:30 AM. Each piano is \$110.00, totaling \$220.00. We have two such tunings as fixed expenditures in the music budget, so we are well within the 2013 approved budget.

The **Organ** will most likely be tuned when the weather warms and settles. We have some good news relative to the recent needed repairs to the organ that were held over from work originally requested in 2008. The vestry approved McNamara Organ services to complete the requested repairs in the amount of \$4,000.00 and not to exceed an additional \$500.00 if other issues arose during the work. The work was completed within a week, did not interrupt Sunday worship services use of the organ, and did not exceed \$4,000.00.

An annual on-line **Sheet Music** contract has been renewed for \$139.99 with St. James Music Press (SJMP). This is an excellent and cost effective resource of music for St. Paul's. We are able to legally download sheet music that is currently in use by both the Adult/Youth and Children's Choirs, and we are exploring new repertoire for our organist.

Lorraine Langer, Director of Music (03-14-2013)

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

I. Pastoral Care

1. I visited Norma Fitzgerald on her 90th birthday (March 6th) and happened to arrive at the same time as Hazel Retherford and Marguerite Harkness. All four of us visited together and I led us in a birthday prayer for Norma.
2. Other pastoral care visits and conversations happened this month that were significant in the lives of a number of our people. I thank you for your continued support of St. Paul's which makes the ministry of pastoral care possible.

II. Liturgy

1. The Creative Liturgy team met next on February 19th, 2013. We continued planning for Holy Week and Easter services. Preparations for Holy Week and Easter in the congregation are well under way. Please plan to attend all (or as many as possible) of our Holy Week celebrations beginning on Palm Sunday—March 24th.
2. I will be available from 10AM-230AM on Monday, March 25th to hear confessions in the rite of Reconciliation of a Penitent. Appointments can be made for other times as well between now and Maundy Thursday.

III. Christian Education

- a. Lenten Soup for the Soul series will meet for our last session on Wednesday March 20th. We have had a group of 9-12 adults for the past three weeks and four children cared for during the discussion in the nursery by our nursery staff.
- b. Our first "Big Questions" small group will meet on Saturday, April 13th at 5PM at the rectory. This small group for adults will discuss theological questions brought by members of the group, the theology of the Episcopal Church, and other spiritual concerns. This group will also serve as preparation for adult confirmation and reception. Dinner is a part of this evening. Other dates for Big Questions between now and Bishop Lee's visitation in October: May 4th, June 8th, August 24, and September 28th.

IV. Administration

- a. Annual reviews are now on the schedule for April/May.
- b. Altar Guild
 1. Met with Jocelyn Prall, Peg Newby, Jane Nenonen, and Pat Brown on March 3rd to discuss preparations for Holy Week and Easter
 2. Also discussed connecting with those who are essentially serving on the altar guild after the 8 o'clock service. Jocelyn will direct contacting those who are serving unofficially to make sure they are recognized as members of the altar guild and inquire as to which particular duties they would like to perform as a member of the altar guild.
- c. On March 13th the Rev. Joyce Beaulieu and I signed a formal agreement to name Joyce a "Priest Associate" at St. Paul's. Joyce will serve with me at our Maundy Thursday service this year. She has several other Sundays booked for supply in the diocese and in the Diocese of Quincy this spring. Joyce and I will discuss after Easter in more detail her ministry at St. Paul's. Also, I will write about Joyce joining us as a priest associate in the April issue of "The Mars Hill Proclaimer."

V. 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. Rev. Amy Fallon, Campus Pastor at Grace Place will be our guest preacher on Sunday, April 14th, 2013.
- b. I accepted an invitation to serve on the board of TAILS Humane Society. Board meetings are on the fourth Wednesday afternoon of each month. I begin my duties as a board member on March 27th.
- c. Thrive—Our third meeting will be Saturday, March 16th, 2013 in Rockford
 1. Our St. Paul's Thrive team met on February 18th, details of which were published in the March 2013 issue of "The Mars Hill Proclaimer".
 - i. We are planning a Prayer on the Go/Care Fair event for during the day, Tuesday, April 30th in our front yard. This was based on observations for the need from some students for prayer and informal pastoral care from the past few years of offering Ashes on the Go.
 - ii. At our meeting on Tuesday, March 19th (at Grace Place) the St. Paul's Thrive team will discuss this ministry event further. Look for more details in future communications.
 2. Church Assessment Tool (CAT) survey is complete. Final cost was about \$415...check with our Treasurer for exact billing details.
 - i. Susan Czolgosz, Associate for Congregational Vitality and Transitions in the Diocese of Chicago, will visit our April 21st Vestry meeting to interpret the results of the survey. Our Thrive team members have also been invited to attend.
 - ii. 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.
- d. I attended and led the Rockford Deanery Clericus meeting on February 28th at Emmanuel, Rockford.
- e. Camp Chicago
 - i. A team from Camp Chicago (our diocesan summer camp) will be visiting St. Paul's on Sunday, April 7th and addressing the congregation during the Low Sunday Brunch (sharing the floor with the ECW, thank you ECW!) There may also be a guest preacher from Camp Chicago that day.
 - ii. I have also been invited to serve as a chaplain at Camp Chicago. Exact dates are still tbd, but will either be July 7-12, or July 14-20 (Sunday afternoon through Friday afternoon).
 - iii. Camp Chicago is held at the Stronghold Center in Oregon, Illinois.

VI. Other

- a. 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 1215PM.**
 2. **I will likely be on vacation on November 17th as well. The November Vestry meeting will be on Sunday, November 24th at 1215PM.**
 3. I will also be gone on a Sunday July 28th—other vacation days around that Sunday tbd.

VII. Important dates and events to remember (besides Holy Week and Easter!) Some to attend, some FYI!

- a. April 7, 2013—Low Sunday Brunch and Camp Chicago Visitors

- b. April 14, 2013—Guest Preacher The Rev. Amy Fallon, Campus Pastor at Grace Place
- c. April 21, 2013—April Vestry Meeting with Susan Czolgosz interpreting our CAT survey
- d. Wednesday, April 24, 2013—Lobster Boil 2012 Distribution of Funds to local charities reception at St. Paul's, 3PM
- e. Tuesday, April 30, 2013—Prayer on the Go/Care Fair—hospitality and prayer outreach to NIU students in our front yard
- f. Saturday, May 4th, 2013—Annual Meeting of the ECW in the Diocese of Chicago at St. Paul's, all day
- g. Thursday, May 9th 6PM Feast of the Ascension with potluck supper afterward
- h. May 10th-11th—NIU Commencement—stay tuned for details about a reception at Grace Place
- i. May 12, 2013—Baking Bread Sunday in Sunday School and Mother's Day
- j. Saturday, May 18, 2013—Lobster Boil
- k. May 19, 2013—Sunday School Recognition Sunday and Graduates Sunday, and PENTECOST! AND, VESTRY!
- l. May 26, 2013—Plant the Garden Sunday (and Trinity Sunday)
- m. June 9, 2013—Guest Preacher, Ms. Courtney Reid, M. Div., Director of Operations in the Diocese of Chicago
- n. June 9, 2013—VESTRY!
- o. June 16 and 23, 2013—Guest priest and preacher—Our priest associate, the Rev. Joyce Beaulieu
- p. Thursday, June 27, 2013—Ss. Peter and Paul at St. Paul's (with St. Peter's, Sycamore as our guests) and welcoming as our guest preacher, the Very Rev. Joy Rogers—Dean of the Cathedral of St. James, Chicago. 6PM, dinner at 7PM
- q. July 21, 2013—VESTRY!
- r. August 18, 2013—VESTRY!
- s. August 25, 2013—Church Picnic at St. Paul's on welcome back weekend at NIU
- t. September 8, 2013—Sunday School kick-off
- u. October 6, 2013—Bishop Lee's Visitation and our 5th annual Blessing of the Animals/Pet Blessing
- v. October 20, 2013—Stewardship 2014 kick off, and VESTRY!
- w. November 3, 2013—All Saints Sunday and Stewardship 2014 close
- x. Friday and Saturday, November 22&23—Diocesan Convention
- y. November 24, 2013 VESTRY!
- z. December 15, 2013 VESTRY!

Rev. Stacy also announced that Oscar, Rowan and Nora will acolyte for Palm Sunday. The "Big Questions" small group meetings will start April 13th for confirmation/reception/reaffirmation for adults and to discuss theological issues. She said that the CAT survey results will be distributed at the April 21 Vestry meeting. Yesterday (March 16) was the regional March Thrive meeting where Susan Czolgosz gave a brief explanation of the CAT survey. She will be here for the April vestry meeting, and the St. Paul's Thrive will join us. The St. Paul's team will meet Tuesday evening to debrief from the March meeting. Rev. Stacy also said that she and Joyce Beaulieu have signed the formal agreement naming Joyce as "Priest Associate."

Old Business

- 1) Pat reported that the financial review team will finish by mid-May.
- 2) The organ repairs are complete and paid for.

New Business:

Pat discussed selling our shares of the Apache stock. She has spoken with Matt Myers at Edward Jones who advised her to sell it and put it in the building fund or the endowment fund. She suggested putting it in the endowment fund because it should grow more than in the building. We should get about \$15,000 from the sale. Bill motioned and Luke seconded to sell the stock and put it in the endowment fund. Motion carried.

At 2:05 p.m. Bill motioned to adjourn, and Pat closed the meeting with a prayer.

Respectfully submitted,

Freyja Rasmussen-Johns, Clerk of the Vestry