

St. Paul's Episcopal Church
Vestry Minutes
April 21, 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)

Guests: Susan Czolgosz, Associate for Congregational Vitality and Transitions in the Diocese of Chicago; Lorraine Langer, Director of Music Ministries; Chris Krueger

The meeting was called to order at 12:30 p.m. with an opening prayer by Rev. Stacy.

Appreciations

To the altar and flower guilds who made Holy Week so beautiful

- For the Easter service – it was very inspirational
- To all who came together to help at Easter
- For the adult Sunday School – lots of intense discussion
- For the choirs, especially the children who are so enthusiastic, and the parents who bring their children
- To Rochelle Cripe and her personal talk this morning
- To Pat and Vince McMahon who have been picking up the garbage on the grounds every week
- To Revs. Stacy and Rich for hosting Big Questions and a great dinner
- To Ellen Anderson for all she's done for the lobster boil; also to Rick Johns
- Susan appreciated the music and offertory this morning and was thankful for the opportunity to get to know our community through Thrive
- To the Accountability Team and Thrive and the opportunity to serve and make connections
- Thanks to those who serve on Thrive

At this point in the meeting, Susan led us in a discussion and interpretation of the CAT survey. She passed out the results of the survey and guided us in how to interpret these results, which were overall very positive. We spent approximately 90 minutes talking, and we will continue our discussions over the next several months as we study more on the results.

Review and approval of March minutes: Luke motioned and Jocelyn 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:

In appreciation, I would like to thank Rev Stacy for all of her hard work during Easter Week. The Friday night service was very moving, and the Easter Sunday 10:30 service was one of the most uplifting and inspiring services I have ever attended. Thanks also to Lorraine, the choir, and musicians for their outstanding music, and to all others helping with the services, coffee hour, and the children's Easter egg hunt.

Thanks to Ellen, Freyja, and Sue Ouellette for organizing the Low Sunday Brunch. We had a nice turnout and enjoyable fellowship.

I will be turning over my material on buildings and grounds to Luke as he assumes those duties. He can tell you about the trees we need to have removed.

Please mark Saturday, May 11th on your calendars for our Spring Cleanup Day. With a good turnout, we begin at 9:00 and are usually finished by 11:00.

Rev Stacy sent you an electronic copy of the energy audit Mike Duffy and I worked on last year. The Building and Grounds Committee decided against any major actions at this time, including the furnaces as you recall. We will continue to use energy efficient light bulbs, monitor our thermostats, and other small things we can do to ease energy use. When Mike and I toured the building with the two energy auditors that were here, they felt we were already doing quite a bit to conserve.

David Anderson

Junior Warden's Report: Luke submitted the following email report and briefly elaborated:

There are three willow trees behind the vestry that are in some bad shape and need to be taken down. I will meet with tree removal services next week to collect bids.

Vince McMahon has been graciously doing grounds clean-up every Wednesday. Naturally with all the traffic of students, wind gusts that scatter and bring refuse to our grounds, Mr. McMahon's service was invaluable. He will no longer be able to do it. I am meeting with building and grounds to assemble a calendar for people to come by once a week and police the grounds. It does not solely need to be building and grounds. I will be happy for volunteers from throughout the parish.

Spring clean-up we are scheduled for May 11.

Treasurer's Report: Pat distributed and discussed the following report:

Treasurer's Report for March 31, 2013

Vestry Meeting – Submitted by Pat Brown, Treasurer

April 21, 2013

(Bal added 4/22/13)

This report covers the month of March 2013. The American Midwest Bank checking account is our primary account. 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.

Be sure to put the blank cardboard sheet between deposit slips if using in the book. That way the carbon will not flow through. If using more than one deposit slip for a single deposit, please put the total on only one slip.

Receipts through March 31, 2013

We have received 44.34 % of the pledged amount and 40.09% of the total budgeted receipts by the end of this three month period. Total operating receipts through March were \$83,005.75. This includes allocations of \$30,000 from the Endowment Fund.

Disbursements through March 31, 2013

Total operating disbursements for the three month period were \$46,157.88. That is 22.29% of the total allocated. The difference of receipts over disbursements is a positive \$36,847.87. We've received 40% of budgeted receipts and spent 22% of disbursements.

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. No Building Funds were disbursed in March.

Building Fund

The balance in the Edward Jones Building Fund at the end of March was \$86,987.48 and the balance in American Midwest Bank was \$2,846.01 for a total of \$89,833.49.

Endowment Fund

The value of the Endowment Fund at the end of March was \$1,925,582.90.

Apache Stock was worth \$16,472.50 on March 31, 2013. We now have 215.300 shares. It is in the process of being sold and the proceeds transferred to the Endowment Fund.

On March 31, 2013 the balance in the Flower Fund was \$574.32 The balance in the Discretionary Fund was \$718.45. The Columbarium Fund balance was \$571.80.

Balance in the checking Account on March 31, 2013 was \$41,160.43.

Please see accompanying spreadsheet for details of the transactions.

Respectfully submitted,

Pat Brown, Treasurer

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

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

The Low Sunday brunch was very well attended with plenty of delicious food to go around, although there were very few leftovers. Family Game Night has been postponed to some time in May or June due to scheduling issues. Next up on the fellowship agenda is a potluck supper following the Ascension Day service on Thursday, May 9th.

Rector's Report: Rev. Stacy submitted the following email report:

- I. Pastoral Care
 1. I have made a point this past month to try to get in touch with our "snow birds", some of who are still gone or have recently returned.

2. Also I am working this week on notes of appreciation to the many people of St. Paul's who worked with me in our services for Holy Week and Easter.
3. A number of 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. In the next two weeks I will be working on the liturgy for our Prayers2Pass prayer vigil the evening of April 30, 2013, 6-7PM in the Sanctuary. Also I have been writing tweet prayers and other items for this event. The website for the event is operational NOW!: www.prayers2pass.com
2. I will also begin planning soon our Recognition Sunday, which also falls on Pentecost this year: Sunday, May 19th. This is the end of the Sunday School year where children who have participated in Sunday School and Children's Choir are recognized. Also we will recognize graduates—high school and college/university. **Please let me know of any graduates in the congregation so we can recognize them on May 19th.**

III. Christian Education

- a. Lenten Soup for the Soul series went well. We used the book "Simplifying the Soul" and had a group of 9-12 adults each week with up to four children cared for during the discussion in the nursery by our nursery staff.
- b. Our first "Big Questions" small group met 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: FRIDAY May 3rd at the Rectory, June 8th, August 24, and September 28th. ***Note that the May date has changed due to the Diocesan ECW convention on Saturday, May 4th. *Locations in June, August, and September tbd.**

IV. Administration

- a. Annual reviews for staff written by the Rector:
 1. Administrative Assistant: April 16th
 2. Music Director: April 24th
 3. Nursery staff—tbd
 4. Music director is writing reviews for organist and pianist which I will also attend, dates tbd
- b. Priest Associate: Rev. Joyce Beaulieu and I met to discuss getting started at St. Paul's. We discussed the desire of many of our older members to have some pastoral support and Christian formation/education regarding aging, and death and dying. Joyce is very interested in these topics and has experience with this as a priest and public health educator. She will be contacting some of our leaders in this age group and getting to know them. We will check in about this again in a couple of months.
 1. Joyce will have her official welcome to St. Paul's on Sunday, April 28, 2013 when she will be the preacher at 8 and 1030AM.
 2. I am also working on a schedule to share celebrant duties on Sunday mornings when Joyce will be at St. Paul's.
 3. Joyce will also be the supply priest while I am on vacation in June. (Sunday June 16th and 23rd), and will cover Wednesday June 12th and 19th as well.

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.
- 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 began my duties as a board member on March 27th. The board meetings are the fourth Wednesday of the month at 1130AM.
- c. Thrive—Our fourth meeting will be Saturday, April 20th, 2013 in Rockford
 - i. Our St. Paul's Thrive team met on March 19th and April 16th.
 - ii. We are planning an event called Prayers2Pass (www.prayers2pass.com) Tuesday, April 30th, 10AM to 2PM 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.
 - iii. **I encourage you to join us in offering prayers, handing out snacks, or join us for the prayer vigil that night (6-7PM in the Sanctuary) to pray for requests received that day. You can also tweet prayers @StPaulsDeKalb #prayers2pass**
 - 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 CAT 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. Camp Chicago
 - i. A team from Camp Chicago (our diocesan summer camp) visited St. Paul's on Sunday, April 7th. The Rev. Deacon Jess Elfring was our guest preacher that day and preached the good news of church camp. Her sermon is on our website.
 - ii. I have also been invited to serve as a chaplain at Camp Chicago July 7th through July 12th (Sunday afternoon thru Friday afternoon)
 - iii. Camp Chicago is held at the Stronghold Center in Oregon, Illinois.
 - iv. Camp Chicago is for ages 7-17. If you know a child who would like to attend, let me know. Scholarships are available.

VI. Other

- a. After consulting with the altar guild and the wardens, we are making steps to move the altar in the parish hall to a new home. The altar was originally built for Canterbury NIU, but Grace Place has no need of it. We are also not making use of this altar and it takes up a lot of space. It also is not proper for it to not be used as an altar (i.e. a catch all table, etc.). We have placed an ad in the diocesan e-newsletters for the next month offering it for free to a new church home. If we cannot find a new home, then we will take the next steps of properly deconsecrating the altar and reverently dismantling it.
- b. I am attending two Continuing Education opportunities this spring.
 1. April 17th at St. James Commons, Chicago—Communications Workshop
 2. May 20-21st University of Wisconsin at Madison, Stepping up to Staffing for Clergy through the Alban Institute. Also taking a brief overnight retreat (Tues-Wed) at Holy

Wisdom Monastery, Middleton, WI. Rev. Joyce will cover Wednesday morning service on May 22nd.

- c. 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—some to attend, some FYI!

- a. Wednesday, April 24, 2013—Lobster Boil 2012 Distribution of Funds to local charities reception at St. Paul’s, 3PM
- b. Tuesday, April 30, 2013—Prayers2Pass—hospitality and prayer outreach to NIU students in our front yard
- c. Saturday, May 4th, 2013—Annual Meeting of the ECW in the Diocese of Chicago at St. Paul’s, all day
- d. Thursday, May 9th 6PM Feast of the Ascension with potluck supper afterward
- e. May 10th-11th—NIU Commencement—stay tuned for details about a reception at Grace Place
- f. Saturday, May 11th—Spring Clean-up at St. Paul’s, 9AM
- g. May 12, 2013—Baking Bread Sunday in Sunday School and Mother’s Day
- h. Saturday, May 18, 2013—Lobster Boil
- i. May 19, 2013—Sunday School Recognition Sunday and Graduates Sunday, and PENTECOST! AND, VESTRY!
- j. May 26, 2013—Plant the Garden Sunday (and Trinity Sunday)
- k. June 8, 2012—Reconvening of the 2012 Convention of the Diocese of Chicago re: reunification with the Diocese of Quincy, at St. James Commons, Chicago.
- l. June 9, 2013—Guest Preacher, Ms. Courtney Reid, M. Div., Director of Operations in the Diocese of Chicago
- m. June 9, 2013—VESTRY!
- n. June 16 and 23, 2013—Guest priest and preacher—Our priest associate, the Rev. Joyce Beaulieu
- o. 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
- p. July 21, 2013—VESTRY!
- q. August 18, 2013—VESTRY!
- r. August 25, 2013—Church Picnic at St. Paul’s on welcome back weekend at NIU
- s. September 8, 2013—Sunday School kick-off
- t. October 6, 2013—Bishop Lee’s Visitation and our 5th annual Blessing of the Animals/Pet Blessing
- u. October 20, 2013—Stewardship 2014 kick off, and VESTRY!
- v. November 3, 2013—All Saints Sunday and Stewardship 2014 close
- w. Friday and Saturday, November 22&23—Diocesan Convention
- x. November 24, 2013 VESTRY!
- y. December 15, 2013 VESTRY!

Old Business

Pat reported that the financial review team will meet in the next three weeks.

New Business:

Lorraine presented an opportunity we have to purchase a used Yamaha piano (valued at \$7,000) for \$3,000. Some discussion ensued. Luke motioned that we purchase the 1993 YamaGH1 piano and hire Alden professional movers and have it tuned for a total cost of \$3,615. Bill seconded. Motion carried.

At 2:37 p.m. Bill motioned to adjourn, seconded by Luke, and Marilyn closed the meeting with a prayer.

Respectfully submitted,

Freyja Rasmussen-Johns, Clerk of the Vestry