

St. Paul's Episcopal Church  
Vestry Minutes  
July 21, 2013

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

Members Absent: David Anderson, Senior Warden; Luke Krueger, Junior Warden

The meeting was called to order at 12:25 p.m. with an opening prayer by Rev. Stacy.

Appreciations

- To Rev. Stacy and her family for taking on so much work with the garden
- To God for the great growth in the garden this year
- To Melissa for paying the bills while Pat was gone in June
- That the adult Sunday school continues with people who are very interested and for the rich conversations
- For whoever made the tree removal happen
- To Rev. Stacy for going to Camp Chicago and being the chaplain
- For the wonderful ministry of the Andersons; we will miss them and wish them well
- For Jack Burke and his leadership with the new acolytes

Bill read today's lesson, Luke 10:38-42; discussion followed.

Review and approval of June minutes

Corrections: On the last page, under Old Business, change the date that the Financial Review Team will complete their report to July 31 instead of July 1. Bill motioned and Jocelyn seconded to approve last month's minutes with the change. Motion passed.

Senior Warden's Report: David is out of town and had no report.

Junior Warden's Report: Luke is also out of town and there is no report.

Treasurer's Report: Pat distributed the following written report, which was followed with a brief explanation and some discussion.

**Treasurer's Report for May 31 and June 30, 2013**  
**Vestry Meeting – Submitted by Pat Brown, Treasurer**

**July 21, 2013**

This report covers the month of May and June 2013. The American Midwest Bank checking account is our primary account. Black deposit bags for weekly deposits are on top of the safe. If using more than one deposit slip for a single deposit, please put the total on one slip, only. If you take the deposit to the American Midwest Bank, S 4<sup>th</sup> Branch, please pick up bag later in week and return it to church the next time you attend. Also, please make sure you enter the correct combination when closing the safe.

### **Receipts through June 30, 2013**

We have received 60.92% of the pledged amount and 49.91% of the total budgeted (50%) receipts by the end of this four month period. Total operating receipts through June were \$103,338.08. This includes allocations of \$30,000 from the Endowment Fund. Another \$30,000 will be taken out at the beginning of July.

### **Disbursements through June 30, 2013**

Total operating disbursements for the five month period were \$107,604.30. That is 51.97% of the total allocated. The difference of receipts over disbursements is a negative (\$4,266.22.) We've received 50% of budgeted receipts and spent 52% 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. In April we paid \$3,000 from the Building Fund for the new Piano. Additional expenses for piano moving and associated costs were \$949.00 in May.

### **Building Fund**

The balance in the Edward Jones Building Fund at the end of June was \$82,399.82 and the BF balance in American Midwest Bank was \$4,747.01 for a total of \$87,146.83. In June \$5,000 was moved from the Edward Jones Building Fund MM to the AMB account.

### **Endowment Fund**

The value of the Endowment Fund at the end of June was \$1,928,775.07. The net increase in value, year to date June 30, is \$53,778.61.

210 shares of Apache Stock were sold on 5/15/13 for \$17,106.83. We now have 5.3 shares. The proceeds were transferred to the Endowment Fund. The remaining shares are on deposit with the company and I will need to call them to sell them and may be able to do by phone.

On June the balance in the Flower Fund was \$12.11. The balance in the Discretionary Fund was \$1,233.66. The Columbarium Fund balance was \$571.80.

**The balance in the checking Account on June 30, 2013 was \$4,893.37.**

**Please see accompanying spreadsheet for details of the transactions.**

**Respectfully submitted,**

**Pat Brown, Treasurer**

Jocelyn made a motion seconded by Bill to accept the Treasurer's report and file it for audit. Motion carried.

Fellowship Committee: No report other than that the attendance at the Ss Peter & Paul event was low, but it was a very enjoyable time, nonetheless.

Rector's Report:

Rev. Stacy highlighted the following from her written report:

- The possibility of a breakfast ministry for Sunday school children. We'll go ahead in the fall with the children who are here. More information will be available in August. Donations of food will be asked for.
- Confirmation preparation – Jr. and Sr. high school students will receive an informational letter.
- Rev. Stacy has communicated with Jake Dell regarding "marketing your church," and will send an email regarding this.
- We will join with St. Peter's for a combined pet blessing event at the TAILS Mutt Strut at Hopkins Park on Saturday, Sept. 7.

Following is Rev. Stacy's written report:

I. Pastoral Care

- a. I am arranging visits now with members of the congregation as requested and needed.

II. Liturgy

1. Attendance at Ss. Peter and Paul was low (35), but we had a good time with the people of St. Peter's, Sycamore
2. I am turning my efforts now towards planning the liturgy for the parish picnic which will include presentation of confirmands to the congregation and blessing of the backpacks with back to school prayers.

III. Christian Education

1. I met with Children's Sunday School teachers on June 30<sup>th</sup> to discuss the possibility of a Sunday School breakfast ministry in addition to our children's ministries at St. Paul's.
  1. Jr. Warden Luke Krueger and Treasurer Pat Brown were also present at this meeting.
  2. We discussed the pros and cons of such a ministry and decided to go ahead and give it a try starting in the fall with the children already present in the congregation. We agreed this would be a good fellowship opportunity for children as well as addressing the hunger of children who may attend in the future.
  3. Depending on how well the Sunday School Breakfast ministry goes in the fall, we will then advertise to the larger community.
  4. This is an excellent opportunity to provide a time of fellowship and nourishment for children. It also offers us an opportunity to evangelize and welcome new children and families to St. Paul's from the neighborhood in particular.
  5. Look for additional information in the August newsletter. Also, be open to volunteering in this ministry. It will take more than the Sunday School teachers volunteering and eating with the children if this ministry is to succeed. We will be collecting supplies and donations to get us started in the fall at the parish picnic on August 25<sup>th</sup>.
2. Youth Sunday School
  1. I will be teaching the youth Sunday School in late August thru September as a confirmation preparation course. This class will be open to all youth (regardless of whether or not they are seeking confirmation) and will be an exploration of our Episcopal faith.

2. I am also praying about whom to invite to join me in teaching youth Sunday School throughout the rest of the year. I need a partner in teaching this class so that I am able to spend time teaching in the Adult Sunday School occasionally throughout the year as well.
3. Adult Sunday School has continued to have a small yet dedicated group from 9:15-10:15 A.M. on Sundays this summer. The topic has been a Bible study of the Book of the Acts of the Apostles.
4. "Big Questions" next meeting is Saturday, August 10, 2013 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. Our final meeting before Bishop Lee's visit (October 6<sup>th</sup>) will be Saturday, September 28<sup>th</sup> at 5PM. Location tba.

#### IV. Administration

- a. May 20 and 21<sup>st</sup> I attended a workshop "Stepping up to Supervision". This summer I plan on taking a closer look at our personnel policies and performance reviews to set some more concise standards of practice. I will let you know how that goes.
- b. I will also be contacting individuals soon about serving on our 2014 Annual Fund Stewardship Team.

#### V. Mission and Community Activities

- a. Thrive—We are on a summer break from our diocesan wide meetings until September.
  - i. Our St. Paul's Thrive team will meet next on Tuesday August 6<sup>th</sup> from 6-8 P.M. at Grace Place Campus Ministry.
  - ii. Our topic will be planning prayers2pass during welcome week. The Parish Picnic on August 25<sup>th</sup> will be our kick off event.
  - iii. Our Thrive team believes our next task is to develop identity, mission, and vision statements for St. Paul's. We will work on this over the next few months and report back to the Vestry.
  - iv. The members of the Thrive team(s) were commissioned on Epiphany Sunday, January 6<sup>th</sup>, 2013. The learning team: Rev. Stacy Walker-Frontjes, Christina Krueger, and Rochelle Cripe. The accountability team: Ellen Anderson, Terry Dickow, and Jamie Stubblefield.
- b. Camp Chicago
  - i. Last week I served as a chaplain at Camp Chicago July 7<sup>th</sup> through July 12<sup>th</sup> (Sunday afternoon thru Friday afternoon)
  - ii. Camp Chicago is held at the Stronghold Center in Oregon, Illinois.
  - iii. I worked with two other priests on liturgy and Christian Education plans in the weeks prior to camp. We worked together to provide a great Christian education program and daily worship experience for 60+ campers from all over Northern Illinois.
  - iv. Oscar and Rowan were our campers from St. Paul's, and they had a really great time!
  - v. My hope is that St. Paul's will send even more campers next year to this well run and well-rounded Episcopal camp that meets right here in the Rockford Deanery.
- c. Pet Blessings at the TAILS Humane Society Mutt Strut at Hopkins Park

1. Fr. Hedges and I have agreed to lead an “Episcopal Churches of DeKalb County Evangelism Effort” (unofficial title) at the TAILS Humane Society Mutt Strut on Saturday, September 7<sup>th</sup>, 2013.
  2. We will be hosting a Pet Blessing booth together with other clergy and laity from St. Paul’s and St. Peter’s (Sycamore). Cost of the booth: FREE!
  3. We will also be sharing the cost of including a flyer to include in the goodie bag given to runners of the 5K-9 Run for the Rescues and Mutt Strut Dog Walk participants about both of our Pet Blessings (held on different dates in October). Cost for this that we will split with St. Peter’s is \$250. Our share of that cost is \$125.
  4. More information to follow about how the people of St. Paul’s can help us with this evangelism and advertising effort.
- d. Rockford Deanery Picnic, Saturday, August 24<sup>th</sup>, 2013 at White Pines State Park
1. The Rockford Deanery (along with our guests from the newly formed Peoria Deanery) will gather for a picnic at White Pines State Park in Mount Morris, Illinois.
  2. A shelter has been reserved for this event. More details regarding time, etc. to follow in the August newsletter and bulletins, etc.

VI. Other

- a. I will be on vacation July 25 thru August 2. The Rev. Amy Fallon, Campus Pastor at Grace Place Campus Ministry, will be our guest priest on July 28<sup>th</sup>. The Rev. Joyce Beaulieu will serve on the Wednesday August 31st as a “volunteer priest”.
  1. **Joyce will also cover pastoral care emergencies (death, severe injury) while I am away. Her phone number is 815-721-5215.**
  2. **For pastoral care concerns that are non-emergency, please direct parishioners to contact me upon my return.**
  3. **Also, during an emergency please do contact me at my cell phone as well even when I am on vacation: 773-717-9448**

VII. Important dates and events to remember—some to attend, some FYI!

- a. August 18, 2013—VESTRY!
- b. August 25, 2013—Church Picnic at St. Paul’s and welcome back weekend at NIU
- c. Week of August 25<sup>th</sup>—Prayers2Pass—the Welcome Back Huskies Edition!
- d. September 1<sup>st</sup>, 2013—first day of Youth Confirmation prep
- e. Saturday, September 7<sup>th</sup>, 2013—St. Paul’s & St. Peter’s Pet Blessings at the TAILS Humane Society Mutt Strut at Hopkins Park
- f. September 8, 2013—Sunday School kick-off including the new Children’s Breakfast Ministry
- g. October 6, 2013—Bishop Lee’s Visitation and our 5<sup>th</sup> annual Blessing of the Animals/Pet Blessing
- h. October 20, 2013—Stewardship 2014 kick off, and VESTRY!
- i. November 3, 2013—All Saints Sunday and Stewardship 2014 close
- j. Friday and Saturday, November 22&23—Diocesan Convention
- k. November 24, 2013 VESTRY!
- l. December 15, 2013 VESTRY!

## Old Business

- a. Pat will give packages to Pat McMahon and Jim Torma for the financial review which should be done in early August.
- b. Tree removal – the trees have been removed and the remains of the stump need to be removed.

## New Business:

David and Ellen Anderson will be moving at the end of August. Therefore we need to:

- a. appoint a new Junior Warden because Luke will become Senior Warden. We would like to have the Jr. Warden in place for the August vestry meeting. Jocelyn has declined, and Marilyn is considering the position.
- b. appoint another vestry member to fill the remainder of David's term. Rev. Stacy has asked Kristin Duffy, but she has not yet given an answer
- c. Marilyn Cleland and Bill Cummings volunteered to be alternates for the Diocesan Convention.

Parish picnic – Marilyn and Jocelyn volunteered to help Freyja and Ellen with planning for the picnic. We will ask Rochelle Cripe to check into the cost of an inflatable "moon walk" bouncy house – we won't have the expense of the tent to deal with.

Rectory patio – Rev. Stacy distributed two quotes for building the patio, each of which was for \$2,700. The money can come from the building fund. After a brief discussion, Freyja made a motion, seconded by Marilyn, to go ahead with the quote from Jeff Marshall. Motion carried.

The Bishop will be at St. Paul's on October 6th, which is also the day of the pet blessing. We're considering getting a special cake and refreshments.

At 2:20 p.m. Bill motioned to adjourn and Jocelyn closed the meeting with a prayer.

Respectfully submitted,

Freyja Rasmussen-Johns, Clerk of the Vestry