

St. Paul's Episcopal Church  
Vestry Minutes  
November 24, 2013

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

Members Absent: None

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.

Appreciations

- For Maureen Gerrity for continuing to coordinate the Salvation Army Thanksgiving baskets
- To Rev. Joyce for leading last week's service and for her calmness during the storm during the service
- For the sound building and roof, and for those who take care of it
- To all our readers
- For Rev. Stacy's sermon today reminding us of forgiveness and seeing everyone as God's people
- Thanks to God for the Word
- To Terry and Jackie Dickow for coordinating the children's pumpkin decorating party
- To the staff, particularly Lorraine and Melissa
- To the Thrive team for their continuing enthusiasm for spiritual renewal
- Rev. Stacy was thankful for her vacation
- To all who put together the diocesan convention, and to Vicky Garvey for the children's program
- To the diocesan ECW for their \$500 grant to St. Paul's

Today's Gospel reflection, Colossians 1:11-20, was read by Luke and discussed.

Review and approval of October minutes: Bill moved, and Pat seconded, to approve last month's minutes. Motion passed.

Senior Warden's Report:

Luke submitted the following written report:

I continue to work on soliciting bids for potential work here at St. Paul's. I want to stress that when I do speak to these people, I let them know that this is work we are considering doing, and that I would like a thorough assessment and pricing.

For roofing I have put in calls to Thiesen, DeKalb Roofing, and SW Roofing to look at the rectory and if possible the roof of the sanctuary, and get more advisement from them regarding that.

For the asphalt I have contacted Royer to look at resurfacing our parking lot, and repainting it and repairing the large crack on the north side of the building by the steps leading from the sanctuary to the parking lot.

These people will arrive after Thanksgiving to give me bids.

I also have an appointment to meet with Northern Illinois Signage to discuss the signs we would like to add to St. Paul's: A bigger sign visible from the street while driving; signs in the parking lot, a sign directing people where to turn, signs that politely identify guest parking, and a sign noting the rectory's address and access through the parking lot. I doubt be able to suit all of our needs, but I would at least like some insight from them and perhaps they can point me in the proper direction.

I attended Diocesan Convention as a lay delegate. I attended workshops on the new Nicholas Center that will be opening at St. James Commons; and the new restructuring going on within the Diocese. The convention heard the report from the Task Force on Slavery. An interesting ongoing accumulation of material that looks to chronical the church's relations with African Americans not just during slavery but up until the present day. All resolutions were adopted in almost unanimity.

There are a few votes, I would like to address specifically. We welcomed in the Peoria Deanery. In a very stirring moment, each of the parishes or missions went to a microphone, and expressed their desire to join the Chicago Diocese. It was clear that this meant a great deal to them. Once they had finished, Bishop Lee asked for our vote, voice cracking, he was quite overcome with emotion.

Another resolution that passed established a training process/certification for parish treasurers. This training is not mandatory, compulsory, or in any way required to be fulfilled by current and future treasurers. It is simply a service offered by the Diocese to offer an educational resource to parishes to make sure one or a few people are familiar with the complex laws and requirements needed to responsibly keep the books. Non-treasurers are welcome to take the class, which is done primarily online, with one proctored examination at the end of the process. It seems like a great service to be offered, and I encourage anyone interested to take the Diocese up on this offer. They do not need to be vestry members either. It is open to any member of a parish in the Diocese, and as the resolution read there is no cost.

Respectfully submitted,  
Luke Krueger, Senior Warden

Luke elaborated bit on the resolution from the diocese regarding training treasurers starting next year. It will be online training.

#### Junior Warden's Report:

In the proclaimer, Peg continued her theme of doing something and encouraging people. Her theme is "Give, Do, Pray". After January 1, she'll be involved with Places of Grace and Gladness.

#### Treasurer's Report:

Pat distributed and discussed the October report. There will be a budget planning meeting on Dec. 12th noon-1:00 p.m. They will figure out how many pledges have been received. All vestry are welcome to attend. This is her written report:

This report covers the month of October 2013. The American Midwest Bank checking account is our primary operating account. Accounting is done by the American Midwest Bank Tax and Payroll Department. This account includes funds transferred from the Building Fund at Edward Jones to facilitate paying capital projects bills like vestment purchases and furnace repairs.

#### Receipts through October 2013

We have received 83 of the pledged amount and 79 of the total budgeted receipts by the end of this ten month period. Total operating receipts through October 31, 2013 were \$163,045. This includes allocations of \$60,000 from the Endowment Fund. We are budgeted to take \$82,900 from the Endowment fund for the year. This currently is 4.279 of the 12 month moving average. We will need to take another payment but may not need the full \$22,900.

#### Disbursements through October 2013

Total operating disbursements for the ten month period were \$173,404. That is 84 of the total allocated. The difference of disbursements over receipts is a negative (\$10,359.) We've received 83 of budgeted receipts and spent 84 of budgeted disbursements.

#### Building Fund

The balance in the Edward Jones Building Fund at the end of October was \$67,938- \$60,000 in CD's and \$7,938 in the Money Market Fund. \$15,000 was transferred from the Edward Jones Building Fund Money Market to the American Midwest Bank Checking Acct. to assist in paying for Vestments and Furnace repairs. We paid J Marshall Landscaping \$1,265 for the second half of the Rectory Patio bill. Vestment and New Cross payments made in October were \$5,306.50. Contributions of \$1780 were received from parishioners to offset vestment expense. The total balance of building funds is \$84,958.

#### Endowment Fund

The value of the Endowment Fund at the end of October was \$2,053,542. The net increase in value, year to date, on October 1, 2013 was \$178,441.

Apache Stock - The 5.821 shares on deposit with the company are valued at \$517.

On October 31, 2013 the Flower Fund balance was \$327.06, Discretionary Fund was \$840.92, Columbarium Fund was \$871.80. The Checking Account balance was \$11,346.58.

Respectfully submitted,  
Pat Brown, Treasurer

Peg motioned, seconded by Jocelyn to accept the report and file it for audit. Motion carried.

#### Fellowship Report:

Freyja reported that Jennie Cummings will be coordinating refreshments for the Blue Christmas service. The St. Nick party will be Dec. 7th at the Nenonen's club house.

### Music Ministry:

Lorraine said that she appreciates everyone in all the choirs. She enjoyed the DeKalb Festival Chorus concert last night. She is working on Advent, Christmas and Epiphany music, and on recording possibilities for the choir. She also appreciates Kathleen and her flexibility with her schedule.

### Christian Education:

Marilyn reported that the school year is ending December 15th. The children are planning a Christmas pageant for the 4:00 Christmas Eve service. The adult group last year read several books and had many good discussions. This summer, they started reading the book of Acts and will finish on Dec. 15th. This has promoted much discussion. They will go into the book of Romans starting in January. The number of people has dwindled, but this Bible study has been very intellectually stimulating. The group is discussing ways to increase their numbers and how to connect with new people.

### Rector's Report:

Rev. Stacy report that they're keeping track of pledges coming in and sending thanks out. She is communicating with Brad Cripe and Mike Duffy of the Stewardship committee.

Luke has been gathering up information on costs for capital improvements and other possible needs in other areas. Lorraine brought up the furnace room and the structure of the sanctuary for capital campaign ideas. She offered to serve on a committee to come up with ideas. Bill also volunteered, and Luke will probably work on it as well.

Rev. Stacy said that St. George's in Macomb will take the extra chairs (about 50-60) from the lower level as well as the table from the Toll room.

Rev. Stacy's written report follows:

#### I. Pastoral Care

- a. I have been staying in touch with members and guests via phone, note, and in person visits.
- b. Also visiting homebound members, and members who reside at Oak Crest.

#### II. Liturgy

- a. Nothing new to report in liturgy. In the next month the additional liturgies will be Thanksgiving service (Tuesday evening, November 26<sup>th</sup> at 6PM) and Blue Christmas service (Wednesday, December 4<sup>th</sup> at 7PM)

#### III. Christian Education

- a. Marilyn Cleland has agreed to serve as the vestry liaison for Christian Education, and will submit monthly reports to the vestry. I will only report this month on a couple of areas I am directly involved in with regards to Christian Education.
- b. Children's Sunday School
  1. I will be meeting with the Sunday School teachers, parents, and other friends of Children's Ministries at St. Paul's to discuss next steps with the Feed My Lambs breakfast ministry on Sunday, December 8<sup>th</sup> at 12-1240PM in the conference room. Members of the vestry are welcome to attend.
- c. Youth Sunday School
  1. I am now leading a Bible Study in the youth Sunday School class on the Gospel of Luke.

#### IV. Administration

- a. Stewardship—2014 Annual Fund Campaign updates—we are still waiting for a few more pledges to come in. If you have not submitted your pledge for 2014, please do so as soon as possible. Thank you!
- b. Capital Campaign—beginning planning stages are happening now.
  1. We are gathering estimates for some capital improvements to be made, we hope and pray, in 2014. We will be discussing this further at the executive committee meeting on December 12<sup>th</sup> in the afternoon, time tba.
  2. Projects being considered: new signage in front yard and parking lot, chair lift to make the St. Timothy center accessible, rectory roof, parking lot refinishing and repair, kitchen remodel in St. Timothy center.
  3. I will be looking for some lay leaders (including vestry members) to help lead this conversation with the congregation before we begin the campaign to see if there are other capital concerns we haven't thought of yet. And also to discuss how these improvements align with our vision and mission.
- c. Endowment Fund committee met on Tuesday, October 22<sup>nd</sup>, 2013.

#### V. Mission and Community Activities

- a. Thrive—Our last meeting for 2013 was on November 9<sup>th</sup> at St. James Commons. Chris Krueger and I attended.
  1. I have asked Chris Krueger (who takes notes at our meetings) to submit a short report to the Vestry this month.
  2. We are still in conversation with two potential new members to our team to fill the absence made by Ellen Anderson moving away. We still have one more year of Thrive team meetings.
  3. 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: Terry Dickow, and Jamie Stubblefield.
- b. I will be present at the November 20<sup>th</sup> Holy Eucharist at Oak Crest, at 2PM. All are welcome to attend.
- c. Grace Place
  1. In addition to serving as a member of the board at Grace Place, I have agreed to serve on a Vision team for the future of Grace Place. Our first meeting is Monday evening, November 11, 2013.
  2. Grace Place is organizing an alternative spring break March 8-15, 2014, to Staten Island to assist with the continuing clean up from 2012's Hurricane Sandy. More info to follow. I am considering participating, and invite others from St. Paul's to join us.
- d. I convened the Rockford Deanery clericus on October 24<sup>th</sup> at Grace Place. Our guest speaker was Molly Holmes, director of the LGBT and Women's resource centers at NIU. Topic was "LGBTQA and You", in other words an awareness and sensitivity training for Episcopal leaders.
- e. NIU—Two exciting developments this past month
  1. I attended a Bold Futures workshop at NIU on Monday, October 28<sup>th</sup>, 2013. I met Paul Crawford from the office of Outreach, Engagement, and Information Technologies. We discussed ways to keep the religious organizations in DeKalb better informed about what's going on at NIU. Rev. Amy from Grace Place also

attended this workshop, and made some great connections for Grace Place as well.

2. I attended the receptions surrounding Dr. Eboo Patel's visit to NIU on October 29<sup>th</sup>, as well as the lecture that evening. Made some good connections with area religious leaders and other community members, including the NIU community.
  3. Related to Dr. Patel's visit, I'm seeing an increased interest in interfaith service for the benefit of DeKalb. We'll see what happens!
- f. Interfaith acts of service with ISNIU
1. We have a date scheduled to serve at a Feed 'Em Soup dinner with ISNIU (and the Muslim Student Association and Grace Place): Wednesday, February 26, 2014.
  2. We are looking for sixteen volunteers from the Episcopal/Lutheran side (St. Paul's and Grace Place). Please let Terry Dickow or I know if you would like to participate. We'll remind you again as the date approaches.
  3. We also have plans to host a Fast-a-Thon together sometime in Spring semester 2014.
- g. TAILS Humane Society
1. I attended our monthly board meeting.
  2. I have been asked to serve as secretary, a part of the executive team, starting in 2014.
  3. Having some good conversations with the director of development, Tom Van Winkle, about ways the mission of St. Paul's and mission of TAILS may overlap, particularly in relation to the care of the emotional and spiritual lives of people and their pets.
  4. Also, helped Grace Place connect with TAILS to hold a clothing sale at Grace Place that will benefit TAILS. But also, will benefit Grace Place by getting people in the doors there. This is a sale of designer clothes donated by a high end consignment shop in Oak Park. Dates of the sale are December 5, 6, 7 at Grace Place.

#### VI. Other

- a. Installation of the security, fire, and carbon monoxide detection system at the Rectory is complete.
- b. I am currently in conversation with St. George's, Macomb to arrange a date for them to come pick up the sixty chairs in the St. Timothy Center kitchen we are not using, as well as the old Conference room table.
- c. Also in conversation with arborists and landscape architects about pruning and removals of trees on the property, and planting new trees. This work is being made possible through a designated gift from Mr. Doug Roberts.

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

- a. November 12-19, 2013—Rev. Stacy on Vacation. Rev. Joyce will serve as guest priest and preacher on Sunday, November 17<sup>th</sup> and Wednesday November 13<sup>th</sup>.
- b. Friday and Saturday, November 22&23—Diocesan Convention
- c. November 24, 2013 VESTRY!
- d. November 26, 2013—Thanksgiving Service (Tuesday evening at 6PM)
- e. December 4, 2013—Blue Christmas service at 7PM
- f. December 12, 2013—Finance subcommittee meeting—2014 budget, afternoon time tba
- g. December 15<sup>th</sup>—Children's Christmas party

- h. December 15, 2013 VESTRY!
- i. December 24<sup>th</sup>—Christmas Eve services: 4PM Children’s Service with Holy Eucharist, 6PM Traditional Festival service with Holy Eucharist
- j. January 6, 2014 (Monday evening)—Epiphany service at dinner, starting at 6PM

Old Business

The storage shed issue will be tabled until next month.

New Business

Luke asked for name for the nominating committee. The following names were submitted: Mary Lincoln, Jim Torma, Sharon Downen, George Nenonen.

The meeting adjourned at 1:40 p.m. Jocelyn read the closing prayer. Peg volunteered to do the closing prayer in December.

Respectfully submitted,

Freyja Rasmussen-Johns, Clerk of the Vestry