

Vestry Meeting Minutes
St. Paul's Episcopal Church, DeKalb, Illinois
February 16, 2014, 12:10 PM
Approved: March 16, 2014

Members Present: Luke Krueger, Peg Newby, Marilyn Cleland, Pat Brown, Jocelyn Prall, Bill Cummings, Mary Lincoln was out of town.

Guest: Lorraine Langer, Director of Music Ministries

- I. Meeting called to order at 12:10 pm by Luke Krueger in Rev. Stacy's absence. Opening Prayer by Luke
- II. Election of the clerk of the vestry: Bill was nominated by Luke and seconded by Marilyn; passed unanimously.
- III. Election of the Treasurer: Luke nominated and Jocelyn seconded Pat Brown to continue as Treasurer of the parish. Passed unanimously with one abstention.
- IV. Appreciations:
 - a. To Mary Lincoln, for becoming a new vestry member
 - b. To Bill for being the new clerk
 - c. To the organizers of the pictures for the new parish directory
 - d. To Julie K. for picking up the Oak Crest residents for the new parish directory on Wed.
 - e. To all the people who do coffee hour.
 - f. To Lorraine for the wonderful music and anthems and for putting the bulletin on line.
 - g. To Reverend Stacy for having this community at heart and getting our name out there in the DeKalb area. Also thanks to Lorraine and Melissa for their help in this area.
 - h. To Vince McMahon for buying salt for our sidewalks during this snowy winter.
- V. Scripture reflection: [1 Corinthians 3:1-9](#) Peg read the passage and discussion followed.
- VI. Review and Approval January 19, 2014 Vestry meeting minutes. Jocelyn moved and Pat seconded to accept the minutes as written; passed unanimously.
- VII. Committee Reports:

Rev. Stacy's Rector's Report: submitted in writing

- I. Pastoral Care
 - a. It's happening! The weather has been a challenge this past month, but I have managed a few visits and several phone calls.
- II. Liturgy
 - a. I think the Sundays of Epiphany liturgy has been going quite well. I have received many positive comments about the Light specific language.
 - b. Will be planning Sundays of Lent, Holy Week, and Sundays of Easter liturgies soon with Lorraine Langer, director of Music Ministries
 - c. Ash Wednesday is almost here! Wednesday, March 5th we will offer Ashes to Go, if we are not hip deep in snow. If we still are, may need to rethink location for this sacramental event.

III. Christian Education

a. Children's Sunday School

1. We met in January re: Feed My Lambs and decided to keep it going for the rest of the year, with the hope of advertising in the community this summer and next fall.
2. We need volunteers to serve the breakfast. It is a very easy ministry, please contact me for more information, or talk to one of our Sunday School teachers or families.

b. Youth Sunday School

1. We continue to meet as the students are available.

c. Soup for the Soul returns! On Wednesdays in Lent beginning on March 12th we will have a potluck soup supper followed by program. Our program this year is a DVD and discussion of art and scripture of Holy Week titled "[What Wondrous Love](#)".

IV. Administration

a. Capital Campaign—beginning planning stages are happening now.

1. We have formed a small Capital Needs Planning Team, and will meet next on Thursday, February 13th.

b. Priest associate—Joyce Beaulieu is moving on. She has been called to serve as interim priest at St. Bride's, Oregon beginning on March 1st, 2014. I invite you to join me in wishing Joyce the best. She will continue to live in DeKalb, so I know we will see her and Molly around town.

c. Office equipment: I signed a new five year lease on a copier with Integra this past week. The lease will be slightly more than our old lease, but the cost of copies/prints with this machine is considerably less than our old machine. We will also be able to track by department the number of copies made.

V. Mission and Community Activities

a. Thrive

1. We attended a diocesan wide Thrive meeting on Saturday, January 25th at St. Mark's, Glen Ellyn.
2. We met in January prior to that meeting and began to discuss our project for 2014 which looks like it may be an affordable farmers market at St. Paul's in cooperation with DeKalb County Community Gardens (DCCG). We are meeting with the DCCG director on February 13th to discuss this idea more. Other members of the congregation have also been invited to this meeting.
3. I have also put in a request for us to be a work site for NIU Cares day (April 12th). Besides yard work and garden prep work we may distribute flyers to the neighborhood about a farmers market this summer should that idea develop more.

b. I continue to attend the monthly service at Oak Crest and will begin serving as the presider at that service in March.

c. Grace Place

1. 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.
 2. **Contact Rev. Amy Fallon if you would like to participate in this alternative spring break. She is looking for drivers 25 years old or older in particular!**
 3. At the annual meeting of Grace Place on February 3rd I was elected to serve as president of the board for a term of one year.
 4. Amy Fallon and I are continuing to be in conversation about partnering together for Ashes on the Go and Prayers2Pass.
- d. Interfaith acts of service with ISNIU
1. If you have not signed up to serve at the Feed 'Em Soup community dinner on Wednesday, February 26th, please do! We will be serving together with ISNIU (and the Muslim Student Association and Grace Place). Workers are needed at various shifts from 12PM to 8 or 9PM.
 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. More info to follow.
- e. TAILS Humane Society
1. I continue to serve on the TAILS board of directors, this year I am serving as the Secretary to the board.
- f. Rockford Deanery
1. I am serving the second year of my two year term as dean of the Rockford deanery. Our monthly meetings have begun, and so have our periodic meetings at the diocese with the other deans. These meetings are all generally on Thursdays and I have them clearly marked on the calendar on my office door as days out of the office.

VI. Continuing Education

- a. On February 11th and 12th I will attend a Fierce Conversations workshop led by the Diocesan Executive Staff at St. James Commons.
<http://www.fierceinc.com/conversations-training>

VII. Other

- a. I hope to hear more information soon from JJ Marshall landscaping about spring planting of trees to replace some of the trees that were removed this past year. We have at least two donors lined up to contribute to this project.
- b. Safe Passage asked to start a third group at St. Paul's on Thursday evenings. I have given them permission to use the St. Timothy center for this purpose.
- c. I am still trying to communicate with Prairie Echoes about their intentions for the use of the space at St. Paul's and their room full of stuff stored in the St. Timothy Center. I

hope to hear from one of their leaders soon as I just sent another email on February 10, 2014.

- VIII. Important dates and events to remember—some to attend, some FYI!
- a. February 26, 2014—Wednesday afternoon/night Feed 'Em Soup dinner service with ISNIU (and Grace Place and the MSA)
 - b. February 28, 2014—Vestry Retreat and potluck dinner (Friday evening at Peg Newby's home)
 - c. March 5, 2014 Ash Wednesday
 - d. March 12, 2014 First evening of Lenten Soup for the Soul
 - e. March/Lent –UTO month
 - f. March 8-15, 2014—Alternative Spring Break trip to Staten Island with Grace Place
 - g. March 16th Vestry Meeting
 - h. March 22, 2014—Mutual Ministry Review, Jim Steen facilitator. (Saturday morning and early afternoon at St. Paul's)
 - i. April 13th Palm Sunday beginning of Holy Week
 - j. April 20th Easter Sunday
 - k. April 27th Low Sunday Brunch and Vestry Meeting

Senior Warden's Report and Buildings and Grounds report—Luke Krueger

- a. By-Laws review at February meeting – we need to review the Bylaws no later than the March Vestry meeting. Please bring any proposed changes at that time.
- b. Capital Needs Discernment team-the team has held a planning meeting and compiled a list of parishioners associated with the various ministries of the parish. The team will be talking to these people about their thoughts for capital and programmatic needs of the parish.
- c. Roof leaks: we are assembling information about the installation of the roof and the subsequent problems we have had. We are going to be aggressive in pursuing a remedy to these problems. Luke will keep us updated.
- d. We have new contract with Integra for color copying costs. This should save us some money.

Senior Warden Report 2.16.14 – written report

I continue to handle usual repairs and upkeep on the building and grounds. This has included weekly shoveling and salting. If the snow does not go above two inches the company that does our walkways doesn't come. However, when they do, I am sure to be out laying the salt.

I continue to work with the Capital Needs Discernment Committee. We presented at the annual meeting our plan of action. At this time, we are in the process of reaching out to parish members for information on what they would like to see done, and hopefully by May or June we can kick off a capital campaign.

I continue to slowly acquire bids for some of our more pressing needs around the building and grounds. Weather has prevented companies from getting out to survey and access but with the warming weather we hopefully will get back on track.

The bigger concern is our roof in the sanctuary. It continues to leak, and the leak appears to be getting worse. This is caused by ice dams that although the roof appears to be sound it will continue to leak until something is done. This week, I have queried various parish members, the McMahons, Rhys Prall, and Dave Anderson in order to get a history of this process. Briefly here are the points which I will expound upon more in the meetings:

- 1.) The roof was to last fifty years
- 2.) The roof was installed without flashing; protocol for the time.
- 3.) A few months after the roof was installed, manufacturers told installers to put flashing under the shingles
- 4.) When the leaks began the company that installed the roof eventually negotiated to split the cost with the church to install the flashing 50/50.
- 5.) The parish member who negotiated this, left the church and the company never followed up to do the necessary work.
- 6.) Since I have been at St. Paul's we seem to have a leak each winter. Continued leaks will rot the wood inside the church up by the top of the roof.
- 7.) I will continue to try to communicate with the companies we worked with on the roof to see if they can remedy this matter.
- 8.) I have put a call in to the Diocese seeking legal counsel for the purpose of making sure we proceed appropriately

Respectfully submitted,
Luke Krueger, Senior Warden

Junior Warden's report—Peg Newby

- i. Vestry Retreat February 28th, 2014. We will be eating, doing an ice breaker game, a team building exercise, and a spiritual exercise. Peg passed out invitations to everyone.
- ii. UTO – An attitude of gratitude is the theme for this year. We are planning exercises in keeping with this including the children of the parish.

Treasurer's Report—Pat Brown – distributed her written report. Peg moved that we accept the report, seconded by Luke; passed unanimously

Treasurer's Report for January 2014:

This report covers the month of January 2014. 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 project bills like vestment purchases and tree trimming. Our Building Fund major funds and the Endowment Fund are managed by Edward Jones.

Note to Counters: If a check is received from a parish member for a category that is not a contribution – like parish hall rental or purchasing a niche in the Columbarium, you do not need to list it under the "Pledge" category with the Envelope number. The "Pledge" column is just for contributions which go on the annual contribution records.

Receipts through January 31, 2014

We have received 34% of the pledged amount and 17% of the total budgeted receipts by the end of the one month period. Total operating receipts through January 31, 2014 were \$37,255. No allocations have been taken from the Endowment fund because a large pledge was received.

Disbursements through January 31, 2014

Total operating disbursements for the one month period were \$18,083. That is 8.4% of the total allocated. The difference of disbursements over receipts is a positive \$19,172 for the month. We've received 17% of budgeted receipts and spent 8% of budgeted disbursements.

Building Fund

The balance in the Edward Jones Building Fund at the end of January was \$68,351, \$50,000 in CD's and \$18,351 in the Money Market Fund. The bill for Tree Trimming was paid in early January. We had received an \$8,000 donation to cover the \$7,810 cost. The total balance of Building funds is \$72,444. The Building Fund balance in Regular checking is \$4,093.

Endowment Fund

The value of the Endowment Fund at the end of January was \$2,016,340. The net decrease in value for the year as of January 31, 2014 was \$48,300.

Apache Stock - The 5.833 shares on deposit with the company were valued at \$468 on January 31, 2014.

On January 31, 2014 the Flower Fund balance was \$476.89, Discretionary Fund was (\$172.34), Columbarium Fund was \$871.80. The AMB Checking Account balance for operations was \$25,583.33. Total account balance in AMB was \$30,852.32

Respectfully submitted,

Pat Brown, Treasurer

February 16, 2014

Fellowship—Jocelyn Prall – submitted in writing

Fellowship Report:

The next fellowship gathering will be Ash Wednesday (March 5th) for the soup supper, being coordinated by Rosemarie Ostberg. The Chili cook-off will be during Lent and is being coordinated by the Stubblefields.

The Thrive Team and fellowship committee continue to work towards revitalizing the fellowship groups. Chris Krueger has developed an invitation to be sent to parishioners, giving a personal invitation to join a fellowship group. The goal is to make everyone feel welcome to join and to encourage spiritual conversation as well as fellowship at these groups. A survey is included as part of the invitation to gather information of preferences of meeting times and places as well as need for child care.

Submitted by Jocelyn Prall

Music—Lorraine Langer, Director of Music Ministries –

Music Ministries Report

- For our Epiphany liturgies, we are currently using 2 new service music pieces, several new hymns, and two new choral anthems. In addition to the children leading the Sanctus bells, and short of having a formal handbell choir, I am trying to find more ways to add more use and color of the handbells to the worship service in general. For example, the new Peter Crisafulli "Gloria and Sanctus" in our worship services.
- I have completed a draft of the hymns for the remainder of 2014. I will be meeting with Rev. Stacy (02-20-2014) to review and make changes to the service music for the upcoming seasons of Lent, Easter and Pentecost.
- I have completed the organist and pianist job summaries and their 2013 annual performance reviews (01-30-2013). The documents have been submitted to Rev. Stacy for our church records.
- St. Paul's music program has collaborated and supported the NIU music community & program by sponsoring/hosting (totaling eight recitals) the receptions for several of our (NIU student) parishioners in addition to our church choir accompanists piano recitals. With the help of several choir members and our organist, we celebrated with our current choir accompanist, YoonJin Kim, in her wonderful graduate piano recital (02-12-2014).
- Two (sanctuary/parish hall) of the church pianos have been tuned (02-15-2014).

Tuning continues to be a challenge with the fluctuation of inclement weather.

Lorraine Langer, Director of Music Ministries (02-15-2014)

Christian Education—Marilyn Cleland –

Subject: Christian Education Report for February 214 Meeting of the Vestry
Adult Christian education meetings have committed themselves currently to bible study of the early church. Currently we are readings the Book of Romans, having completed Romans I. The letter of Paul to the Roman church has created conversation and concern about this chapter because of its general condemnation of same-sex sexuality. Two points have been raised in discussion: one, that current research on Greek and Roman antiquity does not support that it had a word for homosexuality or a notion of it. Secondly, Paul's letter may not be so much a condemnation of same-sex activity within the Roman church as making a distinction between pagan gentiles and gentiles of the new church.

Adult Sunday School will continue its study of Romans. Upon its completion, we will identify our next project.

Respectfully Submitted,

Marilyn Cleland, Speaking for Adult Christian Education

VIII. Old Business

- a. Financial Review Team for 2010 and 2011 and 2012—Pat Brown – on going but not completed yet.

IX. New Business

- a. Parochial Report—Luke Krueger: copies were passed around of both parts; the Vestry does need to approve the report before it is filed online. Jocelyn and Marilyn moved and seconded approval of the report for filing; passed unanimously.
- b. Grace Place copies gift, would likely not exceed \$350.00 a year—Executive Committee has made the motion to try this copying arrangement for a year. We can give Grace Place a copying code to track their copy usage. Passed unanimously.

X. Motion to adjourn at 1:53 pm passed unanimously.

XI. Closing Prayer was led by Marilyn Cleland

Next vestry meeting will be the *Third* Sunday, March 16, 2014 at 12:15PM. Next Executive Committee Agenda Planning Meeting March 13, 2014 12-1PM . March Closing Prayer led by Bill Cummings

Dates for 2014 Vestry Meetings:

**Vestry Retreat February 28, 2014 at 5:30PM @ Peg Newby's home.

***Mutual Ministry Review with Vestry and Rector March 22nd, 9AM to 2PM

Monthly meetings (usually the 3rd Sunday of month) March 16, April 27 (3rd Sunday in April is Easter), May 18, June 15, July 20, August 17, September 21, October 19, November 16, December 21.