

Vestry Meeting Minutes

St. Paul's Episcopal Church, DeKalb, Illinois

April 19, 2015

Members Present: Rick Johns, Marilyn Cleland, Julie Stubblefield, Jocelyn Prall, Mary Lincoln, Vince McMahon, Rev. Stacy Walker-Frontjes, Music Director: Lorraine Langer. Absent: Peg Newby, treasurer Pat Brown.

- **Opening:** The meeting was opened at 12:20 with a prayer led by Rev. Stacy
- **Appreciations:**
 - For the services during Holy week—for organizers and participants, the variety of spiritual offerings.
 - For those who helped with the church yard clean up and mulching, refrigerator and door cleaning, hedge trimming, and spreading the word of the thrive garden to the neighborhood. We were lucky to have a large group of NIU students assisting.
 - For Liam Stubblefield's baptism service
 - For the continued contributions of the choir and musicians
 - For the children and the joy they bring with their participation in the service
 - For the Altar and Flower Guilds especially during Holy Week.
- **Faith Story:** Rick Johns shared his thoughts about his spiritual journey leading up to joining St. Paul's—"How I got here".
- **Review and approval of the March 22, 2015 Vestry meeting minutes:** The motion to approve the March 22, 2015 minutes passed.
- **Committee Reports:**
 - Treasurer's Report: The March treasurers report will be presented next month with April when Pat Brown returns.
 - Senior Warden's report: see attached report
 - Jr. Warden's report: see attached. Rick Johns initiated a motion to approve the purchase of gravel to support the shed mentioned in his report. The motion passed.
 - Fellowship Report: see attached report.
 - Music Report: see attached report
 - Christian Education Report: see attached report. Additionally, May 10th the children will be making the communion bread for the following Sunday. The 17th

will be the last day of Sunday school for this program year with recognition of participants as well as others.

- Rector's Report: There is no written report this month. Rev. Stacy informed the vestry that she will be away April 26th and Rev. Green will be the supply priest. Rick Johns volunteered to make announcements at that service. Rev. Stacy is working with Love Inc related to tornado relief efforts. She also announced she will be sharing more about her experience at the CSW conference in NY with the congregation.
- **Old Business**
 - Financial Review: Development of a filing process is underway for gathered documents. This is a necessary step before the actual review can begin.
- **New Business**
 - Discussion of the need to establish a Finance Committee to help create the budget and prepare for routine financial reviews. Rev. Stacy will develop job descriptions for various roles in regards to financial oversee. At least one vestry member will serve on this committee.
 - Peg Newby will be the Vestry Liaison for Stewardship this year.
- **Closing Prayer:** Rick Johns offered the closing prayer and the meeting adjourned at 1:22pm.

Next Vestry meeting will be May 17th, 2015 at 9:00am (between the services). Next Executive Committee Agenda Planning Meeting is Thursday May 14, 2015 4:00-5:00pm. May closing prayer will be led by Marilyn Cleland.

Submitted by Jocelyn Prall, vestry clerk

ATTACHED REPORTS

Sr. Warden report for April 2015 Vestry Meeting

I will be out of town in April, so will be unable to attend Vestry.

UTO is nearly complete. I am working with Pat Brown to determine the final amount received, and write one check from St. Paul's, to be presented at the ECW meeting on April 25th. If Leonards cannot attend and present the check, it will be mailed to the ECW.

I completed Part 2 of Keeping God's People Safe training online.

Current/ongoing responsibilities:

Working on presentation for Recognition Sunday

Working with Ellen Kilday to replace old cleaning equipment (new mop bucket on backorder)

Continuing with the Financial Review work

Work on the Diocesan Mapping project

Assist with Lobster Boil – I am the garage chairperson

Peg Newby

Junior Warden's Report April 19, 2015

Yesterday we had our annual church cleanup day. We spread 12 cubic yards of mulch around the trees and in the various beds near the church building, as well as cleaned the glass doors, cleaned the refrigerator, picked up large amounts of trash and yard waste, trimmed the bushes, and lots besides. It was a busy morning! Thanks to Rev. Stacy and Rich Frontjes, Jocelyn and Rhys Prall, Chris and Luke Krueger, Jamie Stubblefield, Jennie and Bill Cummings, Gretchen Schlabach, Rebecca Smith, Jane and Steve Degolier, and Caroline Johns (my daughter, visiting from NYC and stylishly gardening in 4 inch platform heels). Also thanks to a horde of NIU students who helped us as well as spread the word about our garden in the neighborhood.

Other news:

--the shed project is on track and we still expect to get it set up by the time of Lobster Boil (May 16), so we can move the Lobster Boil equipment into it instead of back into the garage. Luke, Rhys, and I are collaborating on this.

--the student-led path paving project is dead for now. I gained a lot of insight into what was needed, and I hope to get a copy of their final report. The major issues were that it would require someone with a Bobcat to dig out the path, and then about 20 cubic yards of gravel would have to be moved by wheelbarrow from the parking lot to the path. Our insurance company did not think it would incur us any additional liability, except for during the actual construction.

--I have contacted Vic Reed Electricians about the parking lot light. They have ordered the necessary parts. I am going to meet Vic at the rectory garage Tuesday morning to see about replacing the non-functional fluorescent fixtures in there.

--I need to contact Jeff Marshall about putting a garden bed around our new sign. However, we cleaned the area up and spread mulch there, so it looks pretty good for now.

--I checked to be sure the rooms in the St. Timothy Center (undercroft) don't have locks. This was an issue brought up in the Keeping God's People Safe training session.

--I noticed that part of the railing on the ramp in front of the church has come loose. Rhys said he could fix it.

--Still haven't done anything about leak in the utility closet in the men's bathroom in the basement. It seems to be coming from the sump pump outlet pipe and not causing any obvious mess or dangerous situation, so it hasn't been a priority for me.

Rick Johns

Music Ministries Report

The Adult/Youth and Children's Choirs and musicians did a wonderful job singing and playing for our Holy Week and Easter services. We are currently rehearsing for the remainder of the Easter season. All the choirs will join in leading the music for our last Sunday of the season, which is Recognition Sunday, May 17.

I continue to work on several administrative projects that include:

1. Music research and selections: hymns, service music and anthems for 2015 & 2016
2. Recording: Our first choir CD is a finished draft for the choir members. I am currently trying to schedule a second recording session in May with the choir that will also include the children's choir. I hope to cut down the selections to one CD for a final product.
3. Instrument update: The organ was tuned on Friday, April 17.
4. Keeping Gods People Safe: Ms. Huixin Chen, our church pianist, attended the April workshop. All three of the paid musicians on staff (Director of Music, Organist, Pianist) have now completed the workshop.
5. Reviews: I will be checking in with Rev. Stacy on the organist and pianist reviews.
6. Pianist position for 2015-2016: At this point, I am hoping to have Ms. Chen return as our church pianist/accompanist for the 2015-16 year.

Lorraine Langer, Director of Music Ministries (04-18-2015)

FELLOWSHIP COMMITTEE REPORT: April 2015 vestry meeting

Thanks to Maureen Gerrity for coordinating the Easter Vigil reception. The Stubblefields provided decorations and special treats in celebration of Liam's baptism. Along with snacks brought by others, there was plenty to munch on while enjoying great fellowship. The Low Sunday Brunch was coordinated by Sue Oulette (thanks Sue) and was fairly well attended. There will be a supper following the service celebrating the Feast of the Ascension. We are still in need of a coordinator for this. Terri Dickow had confirmed Friday June 5th for a date the crepe ladies would be available to come to St. Paul's. I will check again with Terri once he and his family is past the acute phase of the recent tornado damage.

Jocelyn Prall

Christian Education

April 19, 2015

Adult Education at St. Paul's has met again in April after an absence of two weeks in preparation for Holy Week. In preparation also, we have read The Last Week, which chronicles and interprets Jesus' last week of life, as recorded (and understood) by Mark. Next week we will begin our discussion of the meaning ---or multiple meanings---of atonement as raised in Mark. Our meeting today was devoted to expressing our concern and love for our faithful member Eva Leonard, in the hospital with serious health problems.

Marilyn Cleland

