

Vestry Meeting Minutes:
St. Paul's Episcopal Church, DeKalb, Illinois
August 17, 2014, 12:30 PM
APPROVED: September 21, 2014

Members Present: Luke Krueger, Peg Newby, Marilyn Cleland, Jocelyn Prall, Mary Lincoln, Patricia Brown, Rev. Stacy Walker-Frontjes

- Opening Prayer—Rev. Stacy
- Appreciations
 - For those stepping in for Peg Newby during her father's illness and death.
 - For Rhys Prall and others for helping with some of the Capital Needs projects in Luke's absence.
 - For those preparing the Timothy Center for the upcoming Sunday school year.
 - For those working in the garden every Tuesday evening and other days, including some neighbors.
 - To Rev. Stacy for her special personal ministry, for including historical education in her sermons and for keeping in contact with Luke while he was out East at summer camp.
 - For all that people do at St. Paul's
 - To God for the success of the garden—Cultivating our community as well as the "fruit"
- Scripture reflection: *Isaiah 56:1, 6-8*
- Review and Approval of July 20, 2014 Vestry minutes – Clerk, Bill Cummings; motion to approve passed unanimously.
- Committee Reports
 - Senior Warden's Report and Buildings and Grounds report –Luke Krueger. See attached report. There was brief discussion of Sanctuary roof—no new updates.
 - Junior Warden's report—Peg Newby. No report. Information given about the Places of Grace & Gladness Diocesan campaign which is a one-time offering that will be taken up at the parish picnic (August 24). Viewing of the informative DVD was offered today following both services.
 - Treasurer's Report—Pat Brown. See attached report. Reviewed receipts and disbursement sheets. Motion to approve and file Treasurer's Report for audit passed unanimously.
 - Fellowship report—Jocelyn Prall. See attached
 - Sign-up sheets for coordinating upcoming program year's events
 - Fellowship group survey
 - Music – Lorraine Langer, Director of Music Ministries. See attached report
 - Christian Education—Marilyn Cleland; verbal report given
 - Adult class continues meeting through the summer, studying the book of Mark.
 - Discussion of book Mere Christianity by C.S. Lewis
 - Next book reading: Following Jesus in a Culture of Fear
 - Rector's Report—Rev. Stacy. See attached report
 - Emphasized upcoming Thrive Market Day
 - Prayers to Pass
 - Front sign update
- Old Business
 - Peg and Pat: development of timeline for review process and sorting of gathered information.

- New Business
 - Review of Mutual Ministry Goals
 - The need to explore ways the Vestry and others can take a more active role in building membership and outreach to visitors and parish members
 - Nominating Committee
 - Discussed potential members of nominating committee for vestry and Endowment Fund, which consists of the Wardens and three parishioners
 - Three current Vestry members terms will be up in January 2015
- Closing Prayer and Adjournment – Jocelyn Prall
 - **Next vestry meeting will be the Third Sunday, September 21, 2014 at 12:15. The next Executive Committee Agenda Planning Meeting is Thursday September 18, 2014 12-1PM.**

Dates for remaining 2014 Vestry Meetings: Monthly meeting (usually the 3rd Sunday of month) September 21, October 19, November 16, December 21.

REPORTS:

Senior Warden Report for the August Vestry Meeting

I returned from five and a half weeks away to run the Vermont Summer Academy. Thank you to all the St. Paul's folks who sent positive affirming E-mails. It was a rough go this year. I returned to DeKalb late on Tuesday night. Chris and I took Wednesday to spend together. Thursday we did prep work for the DeKalb County Animal Shelter's bake sale at the Threshing Bee. We also attended Peg Newby's father's visitation. Friday, all day at the Threshing Bee selling baked goods for the Animal Shelter.

I can't say I have a great deal to offer as regards updates, thus my report will be brief.

The capital needs improvements:

The new sign will be delivered this month and installed by Paldo signs.

The permit was approved, and I will pick it up on Monday.

Jeff Theisen spoke with me today. They do have the contract we signed and we are on their list for October to replace the rectory roof.

Royer is proving exceptionally difficult to get a hold of. At this point, it might not be feasible to get the lot resealed this year. I will pursue to make sure we are first on the list next year.

I would like us to take names for the nominating committee so we can have that assembled this month.

Thank you all for your help and support.

Respectfully submitted,

Luke Krueger, Senior Warden

August Vestry Meeting Treasurer's Report with July 2014 figures:

This report covers the month of July 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. Our Building Fund major funds and the Endowment Fund are managed by Edward Jones.

Note to Counters: Please check the counting schedule. If you cannot count on the day you are scheduled please find a replacement. Also please send the counting sheets to Jon.Blanco@Americanmidwestbank.com. His name is in the address book. Susan, our administrative assistant has put a sheet with email information in the front of the counting book. This should make your job easier. Also, please be sure you put the Sunday date on the count sheet when you save it from the sample.

Receipts through July 31, 2014

We have received 69% of the pledged amount and 51% of the total budgeted receipts by the end of the seven month period. Total operating receipts through July 2014 were \$110,256.. An allocation of \$30,000 was transferred from the endowment fund to checking in early April 2014. I transferred \$55,000 the second week in August after conferring with Matt Myre at Edward Jones. He recommended we take out as much as we will need until the end of the year.

Disbursements through July 31, 2014

Total operating disbursements for the seven month period were \$135,709. That is 63% of the total allocated. The difference of disbursements over receipts is (\$25,452) for the year. We've received 52% of budgeted receipts and spent 63% of budget disbursements.

Building Fund

The balance in the Edward Jones Building Fund at the end of July was \$53,802 - \$50,000 in CD's and \$3,802 in the Money Market Fund. The total balance of Building funds is \$73,445. The Building Fund balance in Regular checking should be \$19,643. We received contributions of \$85 in the regular building fund. There are enough funds in the building fund to fund the capital improvements planned for the year and have cushion.

Endowment Fund

The value of the Endowment Fund at the end of July was \$2,118,981. The net increase in value for the year as of June 30, 2014 was \$54,341. We took an allocation of \$30,000 from the Endowment for Operating expenses and took another \$55,000 in August. See receipts above for recent disbursement information.

Apache Stock - The 5.863 shares on deposit with the company were valued at \$602 on July 31, 2014.

On July 31, 2014 the Flower Fund balance was \$126.41, Discretionary Fund was \$896.77 Columbarium Fund was \$1,471.80. The Garden Fund has a \$289.10. The total balance will be sent to the Community Gardens in August. The balance in the operations account on July 31, 2014 was \$3,357.76.

Respectfully submitted Pat Brown, Treasurer, August 17, 2014

Fellowship Report for August Vestry Meeting

The Parish Picnic is scheduled for Sunday the 24th. Sign-up sheets are in the fellowship hall. There is information in the Proclaimer as well as recent bulletins. Sign-up sheets for this coming program year fellowship events will be posted soon. I am looking for more people to participate in the committee which involves meeting once or twice a year and entertaining new fellowship opportunity ideas.

Jocelyn Prall

Music Ministries Report:

The Adult/Youth Choir will resume rehearsals on Thursday, August 21st, 7-9 PM, and begin singing on September 7th, for the 10:30 AM worship services.

The Children's Choir will resume rehearsals on a new day and time this fall. We will be meeting on Thursday afternoons from 5:00-5:30 PM and will begin on September 11th.

I am currently in the process of searching for a new pianist/accompanist for the 2014-2015 program year. I have posted the position on our church website, at NIU music department job opening board, etc. I have received a few inquiries and I will be auditioning and interviewing applicants for the position over the next 2-3 weeks. In the interim, I will most likely hire a substitute pianist for our Thursday evening rehearsals. I hope to have the position filled before the choirs first time singing at our Sunday worship services on September 7.

Additionally, I am reviewing and completing the hymns, service music and anthem (Adult/Youth/Children's Choirs) lists for the remainder of 2014 & 2015 and working on some updates in our music library.

Lorraine Langer, Director of Music

RECTORS REPORT

I. Liturgy

1. Getting ready for some liturgical outreach: Prayers2pass, Prayers4Pups at the TAILS Mutt Strut, and our 6th Annual Pet Blessing on Sunday, October 5th at 1PM
2. At this point we have four baptisms scheduled for All Saints Sunday, November 2nd, 2014. One child is a new member family, the other three are children with family connections to St. Paul's.
 - a. If anyone else would like to be baptized on November 2nd, have them contact me! The next regularly scheduled baptismal date will be the Baptism of our Lord, which is the first Sunday after the Epiphany in January 2015.
3. Wednesday Healing services will resume on September 3rd at 9:30A.M. in the Chapel.
 - a. We will also have monthly evening healing services. On that day there will not be a morning service, it will be at 5:30P.M. in the Sanctuary.
 - b. Wednesday evening healing services scheduled thus far on September 10th and October 22nd.

II. Pastoral Care

- a. We are all set for the nursery to be open during the 8AM service, Sunday School, and the 10:30A.M. service starting on Sunday, September 7th.
- b. I have been visiting with parishioners as needed and requested.

III. Christian Education

- a. Children's Sunday School
 1. Maureen Gerrity has been working on recruiting additional teachers and assistants for the two Godly Play classrooms. She also led a Godly Play story crafting day on August 9th.
 2. We still need someone to assemble bookshelves and some other small items for the Godly Play rooms. Let me know if you would like to do that.
- b. Adults
 1. On August 16th we will be having a potluck dinner and discussion of our summer read-a-long C.S. Lewis' *Mere Christianity*. Thank you to Marilyn Cleland for hosting this event.
 2. I will also be assisting the Adult Sunday School in discussing plans for fall 2014 Bible study, etc. before the end of the summer.

IV. Administration

- a. Capital projects
 1. I'm working with Paldo Signs to ship the sign from Stewart Signs to them directly. We will then set up a date for removal of the old sign with Paldo and installation of the new sign. The permit has been obtained from the city and paid for.
 2. When I have a firm date on that, I will let the Vestry know.

- b. Also working with Susan King (administrative assistant) to schedule cleaning of the carpets for the parish hall and Sanctuary. Chem Dry came in with the best price. We are looking at a date in early September.
- c. Pat Brown and I discussed putting together an ad hoc Finance Team to work on the 2015 Budget in September so that we would have those numbers available for discussion during the fall stewardship campaign for the 2015 Annual Fund.
- d. Keeping God's People Safe—working on getting everyone up to date with this training who needs to take it, including staff and Vestry members. There is a Level 1 training on August 30th at St. Peter's that several people will be attending. Level 2 is then taken online.

V. Mission and Community Activities

a. Thrive

1. Thrive Garden and Market

- a. Dates for the "Thrive Neighborhood Market and Community Garden" will be the fourth Saturday of the months of June, July, August, and September. 11AM to 2PM. www.thrivemarket.org
- b. Our second event on Saturday, July 26th 11AM to 2PM was a success! We raised over \$140 in donations for DeKalb County Community Gardens.
- c. Please plan to sign up to work at one of the two remaining market dates this year. If you are unable to stay and work, please plan to at least stop by and meet the neighbors who are gathering at the Thrive Neighborhood Market.
- d. Also, come by a garden night some Tuesday night this summer from 6:30 to 7:30P.M. We have been having a great time weeding and now harvesting produce. Lots of friendships being formed and deepened in the garden.

2. Prayers2pass welcome week edition dates set for August 26&27. 10AM to 1PM both days at St. Paul's, and Tuesday at Grace Place as well.

- i. I will be looking for some new volunteers to this ministry as some of those who have helped make this happen the past couple of years have had changes in employment that will not allow them to help out this year.
- ii. We hand out water and lifesavers to students passing through the property and offer to keep them in our prayers. It's simple and fun. And you can participate at a level you are comfortable with, for the whole time or part of the time scheduled.
- iii. We will then take the prayers and pray for these requests in the Prayers of the People on Sundays throughout September.
- iv. 750 Prayers2pass flyers will be distributed to new students by the chamber of commerce in welcome bags with info from other area businesses and organizations.

3. Diocesan Thrive Meeting will be at St. Paul's on Saturday, October 4th.

- i. Our team is working on a story presentation of the Thrive Market and Garden, and perhaps Prayers2pass as well to be presented at this meeting.
- ii. Some stories will be chosen to be presented at Diocesan Convention.
- iii. Let me know (or Chris Krueger, Jamie Stubblefield, Terry Dickow) if you would like to help with this!

b. Oak Crest

- 1. All seems to be going well here. Looking forward to our August 20th service at 2PM (Wednesday).
- 2. We can always use volunteers to read, lead intercessions, and serve as Eucharistic Minister. Please contact me if you would like to assist. Services are the third Wednesday of each month at 2PM at Oak Crest.

c. Grace Place

- 1. I continue to be active with the board of directors as the president. We are doing some work regarding development of the roles and duties of the board, as well as directing attention to fundraising.
- 2. St. Paul's will host a Trivia Night fundraiser for Grace Place on a Friday night in October, date tbd. Grace Place will run the event, we are providing the parish hall and parking.

d. 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.
- 2. We will also be hosting a booth at the TAILS Mutt Strut for the second year on Saturday, September 13th from 9AM to 1PM.
 - i. We will offer on the spot blessings (Prayers4pups) and hand out doggie bags of treats with info about the October 5th Pet Blessing.
 - ii. We also will have our Pet Blessing flyer in 500 goodie bags going to runners and walkers at the event. And our name will be on the T-shirt and other promotions this year. This sponsorship will come from the advertising line item.

e. 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. Our next meeting is on August 28th, 2014 here at St. Paul's.

VI. Continuing Education

- a. I will be in Austin, TX September 22nd thru 26th (Monday-Friday) at the Seminary of the Southwest Blandy Lecture and alumni meeting for Continuing Education.

VII. Other

- a. Vacation and other times I will be out of the office in 2014
 - 1. I will be taking vacation October 6th thru October 12th. The Rev. Bill McLemore will be our guest priest and preacher on October 12th.
 - 2. Bill McLemore will also be the guest priest and preacher on November 9 while I am at Credo (November 3-10th).

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

- a. Saturday, August 23 third Thrive Neighborhood market 11AM to 2PM
- b. Sunday, August 24 St. Paul's Annual Parish Picnic and Outdoors Worship with Blessing of the Backpacks 10:30AM, front yard at St. Paul's (NO 8A.M. SERVICE THAT DAY!)
- c. Prayers2pass Tuesday, August 26th and Wednesday, August 27th (St. Paul's and Grace Place) 10AM to 1PM
- d. Sunday School Kick-Off, Sunday, September 7th, 2014
- e. Wednesday, September 10th 5:30P.M. Healing Service
- f. Prayers4Pups at the TAILS Humane Society Mutt Strut at Hopkins Park, Saturday, September 13, 2014 (9AM to 1PM)
- g. 6th Annual Pet Blessing, Sunday, October 5th, 2014 (1PM)
- h. Wednesday, October 22nd 5:30P.M. Healing Service
- i. Sunday, November 2nd, 2014 All Saints Sunday, Holy Baptism at 10:30A.M.