

Vestry Meeting: St. Paul's Episcopal Church, DeKalb, Illinois

July 17, 2016, 12:15PM

Members Present: *Senior Warden*, Rick Johns, *Junior Warden*: Bill Cummings, Julie Stubblefield, Mary Lincoln, Linda Lorbach, *Rector*: Rev. Stacy Walker, *Clerk*: Gretchen Schlabach.

Others in Attendance: *Music Director*, Lorraine Langer, *Treasurer*: Pat Brown

Absent: Brad Smith

**I. Opening Prayer—Rev. Stacy**

II. **Appreciations:** 1-Thrive Market; 2-Dickow's donation tree-removal; 3-Susan and all her work; 4-Peg and all her efforts with the funerals.

**III. Vestry Visioning Moment (Items I.-III. 15 minutes)—Stewardship**

Need to have a new building fund campaign. Rick will take the lead. How do we want to do it, who will be in charge? Needs to kick off in late September.

**IV. Review and Approval June 19, 2016 Vestry meeting minutes (5 minutes)—Clerk, Gretchen Schlabach **Minutes Approved.****

**V. Committee Reports ( 25 minutes) Please do not read aloud what was in your written report! **Treasurer's Report Approved****

- a. **Treasurer's Report for May and June 2016—Pat Brown **ATTACHMENT A****
- b. **Senior Warden's Report —Rick Johns **ATTACHMENT B****

Must donate \$500 to put your name on the memorial plaque. Vince McMahon has been taking care of this. **Motion to request \$100 to have name on Memorial Plaque approved.**

- c. **Junior Warden's report and Buildings and Grounds report—Bill Cummings **ATTACHMENT C****

Proposal on the on the roof. Also proposal to examine basement furnaces units. Need to find a company to service units.

- d. **Fellowship—Julie Stubblefield **ATTACHMENT D****

Julie need help for the church picnic

- e. **Music and SRC—Lorraine Langer, Director of Music Ministries **ATTACHMENT E****

SRC – thoughts and ideas. Cushions on the kneelers.

- f. **Christian Education—Gretchen Schlabach **ATTACHMENT F****

- g. **Rector's Report—Rev. Stacy **ATTACHMENT G****

Please send reports by FRIDAY. On the 24<sup>th</sup> or 31<sup>st</sup> and need someone to greet the substitute priest and open the church while Rev Stacy is away. Rick will take the lead on getting the sign changed.

## VI. Old Business (15 minutes)

### a. By-laws review

Pat will work on simplifying financial procedures. Put details in the Appendix.

### b. Rectory Repairs

Obtaining a suitable new vanity has held-up the repairs. Looking at an All-Wood vanity which will cost \$900.00. Need a top (corian) which will be \$500. This is in addition to labor and other parts is close to the Approved \$6,000.00. Determine how much two sinks would cost.

### c. Roof

Proposal from Pinkston Tad Roofing. Remove the top and place a stretched white membrane. Total Cost \$28,428.00. **Motion to accept the bid of \$28,428.00 plus 900.00 warranty for a Grand Total of 29,325.00 approved unanimously.**

## VII. New Business (35 minutes)

### a. New Tree for front yard

**Motion to approve new sugar maple tree at \$880 plus \$85 to prune passed.** Warranty work on patio.

### b. Mutual Ministry Review—Goal setting discussion for 2016/2017

**GOALS:** 1-Define role and responsibility of a vestry members, 2-review and reassess counting procedures, 3-look at ways communicate effectively to parishoners

### c. Believe Out Loud Congregation

Vestry would like to be part of this Believe Out Loud Congregation. Would like to give the parish a link and then talk about it on a Sunday (August 21<sup>st</sup>). We are not on their website as an inclusive and welcoming congregation.

**Motion to include the following statement of inclusivity on August 21<sup>st</sup> approved include**

*St. Paul's is an affirming and inclusive Christian community striving through worship, love and service to welcome all people just as God created you.No matter where you are on your journey of faith, and whether you are single, married, divorced, separated, or*

*partnered, our welcome knows no boundaries of age, race, ethnicity, culture, gender expression, sexual orientation, economic condition, physical or mental ability. We believe that God delights in the diversity of creation and so do we!*

Given St. Paul is an inclusive Christian community, the vestry was asked to select a pride poster to display in the window. Also, Julie shared an idea about a rainbow bench.

**VIII. Executive Session**

Will reconvene in August.

**IX. Closing Prayer and Adjournment—Rick Johns**

Next vestry meeting will be the *Fourth Sunday, August 28<sup>th</sup>, 2016 at 12:15PM*. Next Executive Committee Agenda Planning Meeting Monday, August 22<sup>nd</sup>, 2016 at 1:00 P.M. Next Vestry meeting closing prayer led by ?.

**Agenda for Action (I will follow up on these items):**

- 1.
- 2.
- 3.

**ATTACHMENT A**

**July 2016 Vestry Meeting Treasurer's Report with May and June 2016 figures:**

This report covers the month of May 2016 with June 2016 figures included in the worksheet. The checking account with Heartland Bank (formerly American Midwest Bank) is our primary operating account. Accounting reports are compiled by American Midwest Tax and Accounting, Inc. whose office is on Elm St. in Sycamore next to the Heartland Bank downtown branch. Sheila Appel is our primary contact.

Counters, I will offer a counting instruction workshop sometime in August if Vestry members wish.

**Receipts through June 30, 2016 (See attached worksheet for details.)**

We have received 68% of the pledged amount and 64% of the total budgeted receipts for the first six months. Year to date receipts as of 6/30/16 were \$133,400. Pledge amount totals were \$69,409 We have taken \$60,000 of our budgeted \$100,000 Endowment allocation which increased the income.

**Disbursements through June 30, 2016**

Total operating disbursements for the first six months were 51% of the budgeted amount. The total year to date disbursements were \$109,887. The difference between receipts and disbursements year to date is \$23,513 on the positive side. This includes the \$60,000 allocation from the Endowment Fund.

### **Building Fund**

The balance in the Edward Jones Building Fund at the end of June was \$30,000 in CD's and \$4,256.37 in the Money Market Fund totaling \$34,256.37. The total June balance of Building funds including \$8,605.11 in the Heartland Bank account was \$42,861.48. This includes \$1,500 in the music Fund and \$1,327.90 memorial Funds for Eva Leonard. The tree removal bill of \$1,050 was paid from the building fund.

### **Endowment Fund**

The value of the Endowment Fund at the end of June was \$1,842,051. The net decrease in value for the year was (\$73,394.) According to the Bylaws we may use up to 5% of the yearly average monthly ending balance in the Endowment fund for operating costs. At the end of June 4% of that figure was \$76,325 and 5% was \$95,407. The Edward Jones

Statements were dated June 24, 2016 and since then the stock market has recovered some of the losses from that period. This may be a seesaw year with Stock Market values.

**Apache Stock** - The 6.075 shares on deposit with the company were valued at \$338. on June 30, 2016. The value has increased \$68 since the beginning of the year.

**On June 30, 2016 Fund balances in the Heartland checking account were:**

**Discretionary Fund \$483.35    Flower Fund \$424.82    Garden Fund (174.70)**

**Columbarium Fund \$2,344.30                      Operating Fund \$23,818.64**

**Building Fund \$8,598.53                      Total \$35,494.94**

**Respectfully submitted Pat Brown, Treasurer, June 17, 2016.**

**ATTACHMENT B  
Senior Warden Report**

--various little fixup jobs around the church and grounds

--participated in Mutual Ministry Review

--I have read through the by-laws and want to set up a meeting with others involved in this process

--I am going to start a new building fund campaign: after fixing the roof and the rectory, we are going to be dangerously low on building funds. First step is to call Shay Craig at the diocese office; haven't done that yet.

--A-1 Tree Service got paid.

**ATTACHMENT C**  
**Junior Warden Report**

**ATTACHMENT D**  
**Fellowship Report**

Thrive Market was yesterday. I think we had a great turnout. Thanks to Linda for sandwiches and those who brought snacks.

\*Up Next....

**Crepes on the Patio.....** Mid to late July

**Parish Picnic.....** August 21st- I will check on sign up sheet and contact people who have volunteered to help out.

Sign up sheet in Parish Hall for remainder of events.

Julie

**ATTACHMENT E**  
**Music Ministries Report**

Music Ministries Report:

Pease refer to the June Music Ministries Report for ongoing administrative work.

The Sanctuary Reconfiguration Committee: (SRC)

These are the Seven Major Areas of Interest that we are exploring. Please review them and share your thoughts with the SRC in writing or verbally with a committee member by August 1st.

1. A Welcoming Entrance (Aesthetically Appealing)
  - A. Columbarium Update Space
  - B. The Children's Area
  - C. Music Area
2. Accessibility
  - A. Pews reconfigured for the handicap
  - B. Cushions for some pews
3. Worship Area
  - A. Altar (Build smaller, movable altar)
  - B. Baptismal Font (build larger artistic)
  - C. Overall Space
4. Music and Sound Syncing Relative to Location and the Overhang
  - A. Organ and Congregation
  - B. Piano Closer to the Choirs
  - C. Organ, Piano and Choirs
5. Lighting
  - A. Review/Update dark areas for the Congregation
  - B. Review/Update dark areas for the priest and musicians
6. Sound System (Hearing)
  - A. Add more Speakers to the Nave/Main Body of the Church
  - B. Change Location of Control Box for the sound System
7. Greater Community Friendly/Use
  - A. Other Church Related Activities
  - B. Community Concerts
  - C. Community Meetings, etc.)

Lorraine Langer, Director of Music Ministries (Saturday 07-16-2016)

## **ATTACHMENT F** Adult Christian Education

Adult Education class is continuing to meet during the summer at 9:15 and are discussing Sister Joan Chittister's book, The Ten Commandments.

Rev Stacy is working with Tricia Wagner on a read-along-plan for C.S. Lewis' "The Magician's Nephew" and "The Lion the Witch and the Wardrobe". There will be a Narnia book club night to discuss these two novels on Friday, October 7<sup>th</sup> from 6-8PM, location tba. This is all in anticipation of our Advent Retreat on "Advent in Narnia" on Sunday afternoon, November 20<sup>th</sup>.

A guest teacher of a bible study from an LGBT perspective will lead discussions in September. Rev Stacy has confirmed this with Kristen Lash (they/them/theirs). Kristen is the author of this bible study which

they wrote as an internship project for their home congregation--Westminster Presbyterian in DeKalb. The first class will be on Sunday, September 11<sup>th</sup> at 9:15A.M. at St. Paul's.

**ATTACHMENT G**  
**June 2016 Rector's Report to the Vestry, St. Paul's Episcopal Church, DeKalb, Illinois**  
**Written June 16, 2016**  
**The Very Rev. Stacy A. Walker, Rector**

Dear Vestry Members,

Here is a summary of the highlights of the work I have engaged in this past month as the Rector of St. Paul's.

**Pastoral Care**

This past month has continued to be an intensive time of pastoral care work. Bereavement care has dominated my time engaged in this ministry. Also in the past month I spent a lot of time with the Harkness family as Marguerite lived out her final days in this life. In the past several days I have been working with the family to plan Marguerite's funeral and provide pastoral support. I will not be officiating at the funeral as the family had a firm date of Saturday, July 23<sup>rd</sup> (service at 10:30A.M.). I will be out of town on vacation. However, they were satisfied with Rev. Amy Fallon stepping in to officiate. Amy and I have been working together to ensure all runs smoothly on the 23<sup>rd</sup>. Also, Rick Johns has been very helpful, Peg Newby, Jocelyn Prall, and others in arranging details for the funeral. Susan King, our administrative assistant, and Kathleen Johnson, our organist, have also been very helpful in bringing loose ends together.

**Liturgy**

We have been using Holy Eucharist Rite I on Sundays during July, which I think is working out quite well. I've enjoyed celebrating this rite accompanied by music very much. Beginning on August 7<sup>th</sup> we will return to using Rite II on Sundays. But we will use Rite I again in January. My plan is to work Rite I into the liturgical calendar two seasons (or months) each year.

**Hospitality**

And I still have not made it to the sign shop to change my name on the sign hanging in the front window or to make the signs for our open sanctuary hours during the week. **I really could clearly use some help on this one.** I have had a number of unplanned pastoral care visits and events in the past several months and that seems to take up any "extra" time I have during the week. I have templates for everything, so if you could help with this, please let me know. I would appreciate that very much.

**Mission and Outreach**

**I have not had the opportunity to speak to anyone about a social justice committee, although it remains in my prayers. If you are interested in such a ministry, please contact me for further discussion.**

**The Interfaith Gathering on June 29<sup>th</sup> to pray for those who died at the Pulse Nightclub in Orlando was an incredibly powerful event.** I have had a number of people in our parish and in the community speak to the importance of this event for our community and for them as individuals. I am continuing to work with a network of clergy in our city that has become much more organized in the past year around issues such as this, and more recently the terrible week of July 4<sup>th</sup> in our nation where we saw two young black men killed by police officers in Baton Rouge and St. Paul, and then a sniper taking the life of five Dallas police officers and wounding several others at a peaceful #blacklivesmatter march. On July 14<sup>th</sup> several clergy leaders met with Chief Gene Lowery of the DeKalb Police Department to listen and learn about the relationship between the police and the citizens of DeKalb, particularly with the African-American community. That conversation will very likely continue. Also, on Monday, July 11<sup>th</sup> I attended our monthly meeting of the NIU Presidential Commission for Interfaith Initiatives where we ended up talking about race and racism in our nation and in our community and what we could do as interfaith leaders to bring healing and reconciliation to our campus and city. We are living in very interesting times, and I firmly believe Jesus is inviting us to come out from behind our limestone walls and listen to our neighbors and act with them from a place of compassion and abiding faith in Almighty God.

I commend to you a few ways in which you can be involved in conversations about racial reconciliation:

1. Beloved Community Dinners which meet monthly on Sunday evenings at 5. The next one will be on July 24<sup>th</sup> at Hopkins Park at 5PM. I will not be able to attend as I will be on vacation, but I am pledging to make a point to attend the August dinner.
2. The Center for Black Studies (CBS) at NIU will be hosting a fellowship and dialogue every Wednesday from 11:30AM to 1:30PM at the CBS building on Lincoln Highway across from the DeKalb Police Station. This starts on July 20<sup>th</sup>. This is intended to be an informal time and space to process the increased violence, what Bishop Lee called in his pastoral letter “convulsive violence”, centered around race in our country.
3. There will be a unity march at the beginning of the academic year this fall. It is being organized by the NAACP and local faith leaders. More details including a date to be announced. Plan to attend and march.
4. We also have some exciting developments happening in our Diocese of Chicago moving from “anti-racism” language to “becoming the Beloved Community” language and practice in working together as many races and yet one faith in building bridges in our Church and the communities we serve in Christ’s name. I anticipate in the next six to twelve months a new racial reconciliation program to be rolling out in our diocese. Keep alert for more information about this in the months to come.



### **The Ministry of Administration**

In the next month I will be writing reviews for the administrative assistant and the director of music. This really is on my calendar for this month! I would like the reviews to be complete before we begin working on the 2017 annual operating budget.

### **Christian Education**

Adult Christian Education is going strong. I will defer to Gretchen Schlabach to report on our Sunday morning class. We have been reading Joan Chittister's "The Ten Commandments: Laws of the Heart." Very lively discussions as a result.

I am working with Tricia Wagner on a read along plan for C.S. Lewis' "The Magician's Nephew" and "The Lion the Witch and the Wardrobe". Hopefully we will have something about this in the August newsletter, or in another communication in mid August. We have also planned a Narnia book club night to discuss these two novels on Friday, October 7<sup>th</sup> from 6-8PM, location tba. This is all in anticipation of our Advent Retreat on "Advent in Narnia" on Sunday afternoon, November 20<sup>th</sup>.

We will also have a guest teacher of a bible study from an LGBT perspective in September. I have confirmed this with Kristen Lash (they/them/theirs). Kristen is the author of this bible study which they wrote as an internship project for their home congregation--Westminster Presbyterian in DeKalb. The first class will be on Sunday, September 11<sup>th</sup> at 9:15A.M. at St. Paul's.

### **Other news of note**

Sunday July 3<sup>rd</sup> through Friday, July 8<sup>th</sup> I was on a preaching preparation retreat at Holy Wisdom Monastery in Middleton, Wisconsin. Thank you for supporting me in taking this retreat. I believe this was time very well spent. I was able to do some intensive study for a planned preaching series in the fall, and also look ahead and do some basic planning for preaching through the end of 2016. I am seriously considering engaging in this sort study and sermon preparation retreat twice a year, once in January, and once in June or July. I've already blocked some tentative dates on my calendar for January 2017.

I have also planned my summer vacation for Thursday, July 21 thru Friday, August 5<sup>th</sup>, 2016. The Rev. Laura Gottardi-Littell will be our guest priest on July 24<sup>th</sup>. The Rev. Amy Fallon will be our guest priest on July 30<sup>th</sup>. I have had considerable trouble finding emergency pastoral care support for this vacation as Fr. Hedges from St. Peter's in Sycamore will be leaving that position at the end of the month to accept a new position in Tucson, Arizona. Also, there is a diocesan training event during my vacation which some other local clergy are attending. However, I do not anticipate any deaths on the horizon, although one can never tell. I will be furthest away from DeKalb July 22<sup>nd</sup> through July 26<sup>th</sup>. After that I will be close by should a major emergency occur.

I also have made plans to attend the alumni lectures at the Seminary of the Southwest in September. I will be gone September 23<sup>rd</sup> through September 29<sup>th</sup> in Austin, Texas. Fr. Bob Trask will be our guest priest on Sunday, September 25<sup>th</sup>.

I am planning to take a few days of vacation at the end of October including Sunday October 30<sup>th</sup>, Fr. Bob Trask will be our guest priest that day. This would be using the remainder of my vacation time for 2016.

**Dates to remember:**

Saturday, July 16—Thrive Market

Saturday, August 20—Thrive Market

Sunday, August 21—Parish Picnic

Tuesday and Wednesday August 23 & 24—Prayers2pass welcome week edition

Sunday, September 11<sup>th</sup>—Children's Sunday School kick-off

Saturday, September 17—Thrive Market

I look forward to seeing you all this Sunday.

In Christ,

Rev. Stacy+