

St. Mary's Episcopal Church

Vestry Meeting

19 August 2014

FINAL (Approved 9.23.14, formerly v.4)

In Attendance: Kasia D'Auria, Todd Balfourt, Pam Lanier, Charlie Lippincott, Barry Marsh, Jim Menendez, Tom Morris, DeeDee Nice, Nick Pasken, Peter Pignataro, Sue Riddell, Rose Schneider, Harriet Stone, Father Todd, Father Ian [McCarthy], Father Steve, David Earle, Melissa Lewis, Trina Perna

Absent: None

Opening: Fr. Todd led a meditation on **Joshua 1:1-11**, in which after the death of Moses, the Lord gives Joshua and his people instructions and encouragement prior to entering the promised land. With the end of our summer break, now is the time for the Vestry to encourage and mobilize our congregation, via the various ministries, and help us to achieve "Growing into Jesus, Reaching Out with Love".

Minutes: Motion made by Sue Riddell and seconded by Peter Pignataro to approve as written the minutes of the May 27, 2014 Vestry meeting (i.e. draft v.1). Motion passed unanimously.

Committee Reports:

Stewardship (Sue Riddell): A written report was distributed at the meeting. Diane Kimes will be Chairwoman of the Stewardship Committee and 2015 Pledge Drive. Theme is "All In, All Together". This year's pledge drive will work in concert with Tom Gilson's Connector program to help with the Stewardship drive. Connectors will replace last year's Ambassadors and maintain contact with parishioners throughout the pledge campaign and beyond. Connector training will be conducted on Sat. Sept 27th. The 2015 Stewardship Drive will begin with Fr. Ian's "Welcome" Spaghetti dinner (8/24/14) and conclude on January 31st at the Annual Celebration. Please read Sue's full report and mark your calendars accordingly.

Contemporary Worship (Jim Menendez): Jim noted that the members of the Contemporary Service are very happy to have our new assistant rector, Father Ian, on campus. Jim and Fr. Ian met last week to establish goals for the CW Service to meet current needs and previous priorities as reported in St. Mary's Vision & Reveal surveys.

Parish Administrator (Melissa Lewis): A written report distributed prior to the meeting. Melissa reported that two new Sextons were hired this summer (Jessie Little, full time, and Phil Lindecamp, part time).

A motion was made by Rose Schneider and seconded by Kasia D'Auria to approve the 2014 Housing Compensation Resolution for Fr. Ian. Motion passed unanimously. The Resolution was required to meet IRS reporting requirements.

A motion was made by Kasia D'Auria and seconded by Pam Lanier to add Fr. Ian as a signatory on the Rector's Discretionary Fund. Motion passed unanimously.

Converting PC Great Hall to LED Lighting- Due to problems with replacing bulbs and ballasts in existing fluorescent chandeliers, it has been recommended by the Finance Committee that all ceiling lights in the Great Hall be replaced with LEDs. Peter Pignataro made a motion to approve this recommendation at a cost not too exceed \$9K, to be taken from the Reserve Fund. Motion seconded by Barry Marsh. Life span increase will result in 4-5 year payback. Motion passed unanimously.

New copier for office – Currently the staff has only one copier (Xerox Color Cube), five years old, whose lease is about to expire. Melissa would like to purchase a new copier (newer model Xerox Color Cube) and retain the older machine as a back up copier, for an estimated total cost of \$24K. The Financial Committee has reviewed this expenditure and recommends this action (funds to be taken from Reserve Account). Harriet Stone made a motion to purchase a new copier and retain the old copier as recommended, for a maximum of \$24K to be funded from Reserves. Motion seconded by Kasia D'Auria. The new copier is expected to last 7-8 years; the old copier to be used by Kelly and Alexis primarily, and act as back up for office printing. Reserve Account balance is approximately \$400K. Elimination of lease will reduce monthly copier expense from \$750 to \$107 per month. Motion passed unanimously.

NACBA Conference (Nat'l Asso. of Church Business Administration) – In July, Melissa attended this conference and was elected Vice President of the Episcopalian chapter. In addition she has enrolled to become a certified Church Administrator (5-yr program). Please keep her in your prayers!

Website and Business Directory – Please send Melissa information on your ministry so she can upload it to Website. Peter Pignataro distributed a first draft of the St. Mary's Business directory.

People's Warden's Report (Kasia D'Auria): A verbal report was given at the meeting. Kasia spent the summer creating a schedule for contributors to the St. Mary's blog. Goal is to have the blog updated on a weekly basis. This week's update will highlight Fr. Ian's "Blessing of the Backpacks". To read the blog, go to St. Mary's website (www.stmarys.-stuart.org) → Resources → Blog.

Invite-a-Friend Sunday will be held on September 21st. In addition, the Alpha Welcoming Dinner will be held later that evening. Please start announcing these events at your respective services.

Stewardship Committee has asked Kasia to help develop testimonies. Please send Kasia a name or two per ministry to interview/speak with about their service and help put Barry's words into motion.

Rector's Warden's Report (Harriet Stone): Worksheets to aid in setting SMART goals were redistributed at the meeting. As a minimum, goals should address the congregation's concerns as voiced during the 2010 Vision Process and 2013 Reveal Survey. Please return your ministry's completed worksheet to Harriet as soon as possible. To date only two responses have been received.

Assistant for Pastoral Care (Father Steve): A verbal report was given at the meeting. The Thursday luncheon program resumes on September 25th with a presentation on Financial Planning. Balance of schedule will include Services Available at the Healing Center on 11/13/14; Health Care Insurance on 1/8/15; A presentation by the Salvation Army on 3/12/15; and conclude with a presentation by Octogenarians titled "A Life Well Lived" on 5/14/15. Lunch is provided at all lectures.

In addition, please see Fr. Steve or Harriet Stone if you (or anyone you know) is interested in joining The Members of St. Luke (currently have four interested parties). Fr. Steve is also working to develop a "living compass spirituality program". The Indian River Presbyterian Church has invited a member of St. Mary's to join their Stephen Ministry Program. Please see Fr. Steve if you are interested.

Assistant Rector's Report (Father Ian): A written report was distributed at the meeting. Fr. Ian is working with the Praise Band to tweak the Contemporary Service music program and has begun Hospital Visitations. The 2014 Alpha Course begins September 21, 2014. Fr. Ian requests our help with recruitment. Fr. Ian's wife, Nicky McCarthy, is expecting their second son on or about 9/22. Please keep the whole family in your prayers

Rector's Report (Fr. Todd): A written report was distributed prior to the meeting. Fr. Todd's highlights included the upcoming Staff Retreat to be held on August 25th and 26th. The staff and Fr. Todd will work on team building and developing SMART goals.

Karen Lindsay, a parishioner at St. Joe's Catholic Church, has been proposed as Director of the Healing Center. Karen will act as coordinator for the five mental health professionals currently using this space. Seed money is needed to help with initial costs and increasing awareness of the Center's resources in our community. A motion was made by Rose Schneider (and seconded by Harriet Stone) to recommend that St. Mary's Heritage Committee grant \$10,000 to help develop this outreach program (funds to be paid out over a five month period). Future funding will be generated by the Healing Center. Motion passed unanimously.

At 8:00 pm a motion was made and duly seconded to extend meeting by 20 minutes.

The Bishop Search continues. Committee will produce a list of five final candidates in October 2014.

Financial Report (Charlie Lippincott): A written report was distributed prior to meeting. Note: **Please use one of Charlie's new email addresses to contact him, treasurer@stmarys-stuart.org or fcl.treas@outlook.com**

2014 Budget Summary – Operating fund currently running a surplus of \$109.8K, versus deficit of \$13.8K for same period in 2013. Surplus is expected to shrink through October. Majority of surplus balance has been ear-marked for 2015 expenses. Music Program for CW and Traditional services is exceeding 2014 budget by \$9K. Charlie extends our compliments to Alexis (Mission Trip), Jane Miller (Library) and Mary's Closet for their recent fund raising efforts and excellent results.

Assistant for Youth Activities – Size of R.O.C.K. group is about to triple with new addition of mid-schoolers. Motion made by Rose Schneider to approve \$1K for increased program expenses due to need for Assistant. This will be a part time position; estimated cost of \$1K for balance of 2014; funds to be pulled from 2014 staff budget (sexton savings). Motion was seconded by Nick Pasken and passed unanimously.

2015 Budget Kickoff – Please submit your anticipated 2015 ministry expenses to Charlie or Melissa for inclusion in the new budget process.

Election of Additional Finance Committee Members – Resolution regarding structure of committee was approved at May 27th vestry meeting. During this meeting, straws were drawn to determine length of terms for three current at-large members. As a result, Ernie Peixotto will serve an additional year, Jack Godfrey for two years, and Tom Winter for three years. Two additional at-large, three-year term members are still needed to reach a full committee of twelve (12). Motion made by Pam Lanier and seconded by Harriet Stone to approve Jeff Harfst and Steve Strickland to serve as at-large Finance committee members for next three years. Motion passed unanimously.

New Business

Speak with Barry Marsh if you are interested in helping with the St. Mary's booth at the Stuart Air Show on Oct 31-Nov 2nd, 2014. Air Show will provide tent. St. Mary's will provide give-a-way items.

Old Business: None

At 8:17pm a motion was made and duly passed to adjourn the meeting.

Respectfully submitted,
Trina Perna, Clerk