

**Immanuel Church, Highlands
Vestry Meeting Minutes
November 17, 2008**

Vestry Members in Attendance: Carl Burnam, Fr. Kim Capwell (Presiding), Maria duPont, Craig Folkert (Sr. Warden), Phyllis Harvey, Laurie Hay (Jr. Warden), Carolyn Hendrix (Secretary), Byron Hobson, Connie Shultz, Joe Stoeckle, Barb Volko, Kay Wack

Absent: Ryan Day, Simon Jeynes

Guests: Alan Dages, Ed Fielding

Opening Prayer

Fr. Kim opened with prayer.

Teaching

Barb discussed the new Vestry maxim “Radical Hospitality,” which is hospitality that exceeds ordinary expectations and is a willingness to adapt to others, creating a physical and emotional space that is warm and welcoming.

Faith Center Update

Alan Dages requested Vestry approval for two documents: an agreement of Faith Center’s merger with Lutheran Community Services and a written consent in lieu of meeting. Craig thought that we had already signed and returned an agreement re merger. Fr. Kim requested time to look at the documents, with the intention of discussing them further at the December Vestry meeting.

Minutes of Previous Meeting

- Carl moved to accept the October minutes; Maria seconded, motion carried.
- There was some discussion regarding the need to publish Vestry minutes on the secure portion of the web site. As it is currently set up, it is not user-friendly and does not encourage people to look at the minutes online. The consensus was that there is really no need for Vestry minutes to be secure. Carolyn moved to publish minutes on the public section of the web site; Kay seconded, motion carried. This will begin with the August 2008 minutes.
- Carolyn moved to accept August minutes as amended; Barb seconded, motion carried.

A discussion occurred re disposition of minutes. When posted following the meeting but not having yet been formally approved (usually at the next Vestry meeting), they will be marked DRAFT. When approved at the following Vestry meeting, they will be marked FINAL. Following Vestry meetings, once Vestry input has been obtained, Carolyn will forward the minutes to Kay for posting on the bulleting board and to Don Hobson for the web site, with a note in the Voice announcing that they are available.

Parish Statistics Report

Kay presented this month’s report. Of note, several new families continue to attend. Ongoing projects include the Katrina bracelet project and stewardship follow-up. Christ the King Sunday (11-23) marks the last Sunday of the season after Pentecost, with Advent 1 (11-30) following. A question that arose is what

choristers and other choir members will do on 12-7 between the 10:30 service and Lessons and Carols. (In previous years, Nancy Loux had held a luncheon for all choir members in her home.) Fr. Kim and Kay were going to consult with Jack Burnam at the next staff meeting.

Transition

Plans are underway for Fr. Kim's installation on Saturday, Jan. 17 at 4 pm. He estimates that 250 people will attend. Members of the Transition Team are working with caterers and printers for invitations. After some discussion about holding the reception off site, Fr. Kim expressed his wish to have it in our building, utilizing the downstairs and possibly the gym. More to follow.

Fund Raising

Fr. Kim received an email from Vicki Anthos regarding fundraisers for the upcoming Katrina mission trip. It was decided that we need a policy on fundraising. Fr. Kim, the wardens, and one other Vestry member (yet unnamed) will formulate a policy and bring it to the group at the December meeting.

Correspondence

Craig received a very nice note from Fletcher Lowe, in part thanking Immanuel Highlands for its participation in the Church Pension Fund. A copy of the letter is attached.

Treasurer's Report

In David Blowman's absence, Joe Stoeckle reported that \$75K has been taken out of Legg Mason for operating expenses. A finance meeting was scheduled for the next evening (Nov. 18), at which time Fr. Kim intended to ask David for a specific report. At the previous Finance Meeting, George Parshall noted that the funds are still generating earnings and suggested that we consider giving a portion of the income to the needy.

Reports and Vestry Action

Rector's Report

- Stewardship: Fr. Kim reported that 93 people attended 7 different small group meetings. This accounted for approximately 60% of the congregation, and he was pleased with this percentage. As of now, 52 commitment cards have been turned in, pledging over \$115K.
- Fr. Kim gave the group a rundown of his activities of the prior three very busy weeks, which have included:
 - * Meeting with various individuals to try to get a handle on finances.
 - * Working with the Transition Team on the installation.
 - * Conducting 7 small-group stewardship meetings
 - * Officiating at the funeral of Robert McCormick on Nov. 11
 - * Touring Friendship House and SSAMs
 - * Reaching out to area clergy in hopes of establishing ecumenical services in the future
- Consortium of Endowed Parishes: We have received an invitation to the March meeting. The membership fee of \$1200 and expenses to the meeting were previously thought to be extraneous and were eliminated from the budget. Whether or not we will continue our association with this organization is an issue that needs to be laid to rest.

- Vestry Statement re Tithe/Proportional Giving: Fr. Kim requested that the Vestry formally adopt the following:

We, the wardens, vestry and clergy of Immanuel Highlands, Wilmington, DE, do affirm the Tithe as the goal of Christian stewardship. We are committed to the concept of proportionate giving, and, if we have not already, we will for the new year adopt it as our individual plan of giving - striving each year to move toward the tithe.

Connie moved to accept, Kay seconded, motion carried.

Senior Warden's Report

Craig mentioned that only 2-3 Vestry members were present at the Bishop's most recent 9:15 gathering during his visit on November 2 and requested that we make more of an effort to attend next time. Fr. Kim mentioned that the Bishop was very pleased with his visit.

Junior Warden's Report

Laurie reported that she had received 4 responses to her plea for nursery volunteers. She will make a second announcement during a future 10:30 service and will put something in the Voice. She noted that some of the kids in the nursery currently were too old to need caregivers and too young to *be* caregivers and that we may need to formally adopt a policy regarding age.

Committee Reports:

Property Ministry

- Joe reported that due to safety concerns, the Property Ministry wants to replace portions of the sidewalk out front now (to the tune of \$2100) with plans to do the rest in the Spring. Since this is not currently in the budget, Fr. Kim suggested waiting and planning for this as a capital expense.
- The notion of painting the Dining Room prior to the installation was entertained. Since this is not in the budget either, several parishioners have indicated a willingness to do it themselves.

Parish Life

- Italian Dinner: The Italian Dinner following the All Saints service was a rousing success. Many thanks to Ted Stipa for his enthusiasm and organizational skills.

Old/New Business

None

Updates

Vestry members briefly updated the group on happenings in their lives since the last Vestry meeting.

Fr. Kim closed with prayer, and the meeting was adjourned.

Respectfully submitted,
Carolyn J. Hendrix

**THE REV. CANON J. FLETCHER LOWE, JR.
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November 7, 2008

The Wardens and Vestry,
Immanuel Church, Highlands
2400 W. 17th St.
Wilmington, DE 19806

Dear Friends in Christ:

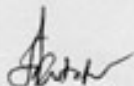
Greetings in the name of God!!

This comes as a short note, long on my memories of the 8 years that I served Immanuel (1985-93). Those were both energizing and difficult days for me and for our congregation, marked positively by such efforts as the Isaiah-Matthew Fund, the educational events of Kergyma and the Lenten foci on our call and on the centrality of Baptism, and our liturgy; and on the negative by the Discovery process and the dissolution of our relationship as Rector and parish. There are still a number of you from the days I served with you. In that journey together, I give thanks to God for all that we did together to advance the Kingdom on earth and regret any difficulties I may have caused along the way.

One particular symbol of my gratitude is the contributions that were made month by month to the Church Pension Fund on my behalf. As a retired priest, I can vouch for that gift which keeps on giving from your generosity. For your information, that pension fund has been rated number 2 in the country, second only to the Major League baseball fund.

So, many thanks for the memories. They are a treasure from which I continue to draw.

Peace. love and joy in Christ,



(The Rev. Canon) J. Fletcher Lowe, Jr.