

DRAFT

4-1-09

**Immanuel Church, Highlands
Vestry Meeting Minutes
March 18, 2009**

Present: David Blowman (Treasurer), Carl Burnam, Fr. Kim Capwell (presiding), Maria duPont, Craig Folkert (Senior Warden), Laurie Hay (Junior Warden), Connie Shultz, Joe Stoeckle, Barb Volko, Kay Wack

Guests: Jack Burnam, Bob Penneys

Absent: Ryan Day, Phyllis Harvey, Carolyn Hendrix, Byron Hobson, Simon Jeynes

Fr. Kim noted the presence of a quorum, and opened with prayer.

Teaching

Fr. Kim led a discussion on the question "Why do we do what we do?" After a number of possible answers were offered, he suggested that we need to understand our purpose in order to have our goals consistent with future considerations for action.

Previous minutes

In the secretary's absence, there were no paper copies of minutes for February available, but they had been reviewed via email and no corrections were offered. *Motion: Maria duPont moved to accept the minutes, Laurie seconded, the motion carried.*

Treasurer's Report

Monthly report: David Blowman presented the monthly report, and stated that the ministry has been working to condense and simplify the report. The form as circulated consists of one page year-to-date income and expenses compared to budget, and one page year-to-date income and expenses compared to last year. He asked whether the Vestry found this sufficient, or wanted more detail. There were no objections to the format presented. Fr. Kim recommended that the full monthly statement be made available via email to all Vestry members.

A discussion followed about the need to reduce transfers from investment, as the value of investment continues to diminish. Finance ministry intends to develop a plan for progressively reducing amount of these transfers, and will submit to Vestry soon.

Motion: Kay moved to accept the Treasurer's Report, and Maria seconded. Motion carried.

Reports and Vestry Action

Rector's Report:

- Fr. Kim reported on pastoral and counseling meetings, home and hospital visits, and special services held during the preceding month.
- Fr. Kim participated in two diocesan services-- Absalom Jones celebration, and Diocesan Acolytes and Chorister Festival, at which he preached.
- Fr. Kim is hosting a meeting of the Wilmington clergy from the diocese.
- Marian Wilson is now at home.
- Vestry needs to be familiar with the by-laws. No action is needed at this time, but there are several opportunities for changes, particularly around Vestry elections.

- The Diocese is offering "Safe Church" training. This training addresses awareness and response for misconduct on the part of both adults and children. It is suggested for all church leaders, and mandatory for those who work with children and youth. The next offering, to be led by Fr. Kim, will be at Trinity Church on May 16, 2009, from 9 AM to 3 PM.
- The primary change to this year's Holy Week observance is that the Sacrament will not be reserved at Maundy Thursday's Eucharist for distribution on Good Friday.
- Also for Maundy Thursday, parishioners will be encouraged to keep vigil in the chapel following worship. Sign-up sheets will be posted, to ensure continuous watch until midnight (later if interest is shown).
- The primary change to the Easter Week schedule will be that Holy Eucharist will not be offered each weekday.
- The Bishop has invited the parish to participate in a Stewardship Consultation program designed to analyze and strengthen our stewardship program. Commitment from the parish would include a portion of the consulting cost and active participation. The consensus of the group was to decline the invitation for this year while remaining open to future participation.
- Fr. Tom Kerr will be honored as Rector Emeritus at the 10:30 Eucharist on March 29. Kay Scobell will give the homily, and the Vestry will host a reception following.

Senior Warden's Report:

- Craig reported that parishioners are reading the minutes-- one has commented on the poor attendance of Vestry members at meetings.
- Simon Jaynes' Voice article on leadership provoked some confusion and controversy. Fr. Kim acknowledged having read it in advance; he did not find it negative in tone.

Junior Warden: No report.

Secretary's Report: Kay presented her report, which included attendance numbers to date, an update on new faces in the parish, and calendar looking forward.

Kay circulated a timetable showing preparation deadlines for the upcoming Annual Parish Report for the annual meeting. Getting the report pulled together is a big task and Fr. Kim encouraged all ministry leaders to get reports to Kay on time, via email if possible.

Ministry Reports

None

Parish Life

- Barb Volko and Teresa Pentoney have offered to co-ordinate the Maundy Thursday Agape Supper.
- Laurie Hay is willing to co-ordinate Easter Breakfast. Several suggestions were offered to spread the work among more parishioners.
- June 14 was suggested as a good possibility for the parish picnic. Kay will investigate availability of the park space.
- Ted Stipa has asked to be relieved of responsibility for stocking coffee hour supplies. Maria duPont and Bob Penneys agreed to take over.

Old business

- Nursery-- A discussion centered around the condition of the nursery (often found in disarray on Sunday morning) and the status of the initiative to engage a paid babysitter. Fr. Kim stated that the nursery should not be used, except by parishioners, without permission. Fr. Kim will discuss nursery staffing practices with other Wilmington clergy, and follow up with Laurie on the issue of hiring a sitter for scheduled services.

New business

- The instrumental music group "Relache" has requested to use the church for recording on several days in June, for a fee. The previous Vestry had authorized this use but due to funding problems the recording was not completed. The Vestry re-affirmed parish willingness to allow this use, to be co-ordinated through Jack Burnam.

Confidential business

After the departure of guests, the Vestry discussed a staffing issue, and proposed candidates for the Vestry election to be held at the annual meeting.

The meeting was closed with prayer.

Respectfully submitted,
Carl Burnam