

Immanuel Church, Highlands
Vestry Meeting Minutes
September 14, 2009

Vestry Members Present: Fr. Kim Capwell (presiding), David Blowman (Treasurer), Carl Burnam, Eve English, Craig Folkert (Senior Warden), Laurie Hay (Junior Warden), Carolyn Hendrix (Secretary), Byron Hobson, Simon Jeynes, Kathleen Kelley, Marcia Lynch, George Parshall, Connie Shultz, Barb Volko, Kay Wack

Guests: Britta Bimbi (Youth Ministries Coordinator), Jack Burnam (Parish Musician)

Opening Prayer, Updates, Additional Agenda Items

Fr. Kim opened with prayer, and personal updates were shared. Additional agenda items included approval of a new member to the Finance Ministry and notification of the Bishop's family's bereavement.

Minutes of Previous Meeting

A motion was made by Simon Jeynes and seconded by George Parshall to accept the minutes from the July meeting as written. The motion carried unanimously.

For the record, there was no Vestry meeting in August (and thus no minutes).

Finance Report

David Blowman reported that the Finance Ministry meetings have been moved to the third Tuesday of each month. The Finance Ministry recommends lagging reports by a month so there is more time between the month-end closeout and the Vestry meetings (second Monday of each month).

- The budget is tracking very closely, except that we are a little behind in revenue. David feels that offerings and contributions will increase going into the Christmas season.
- Income is picking up but slowly, reflecting the current state of the overall market.
- George Hopkins resigned from the Finance Ministry over the summer.
- Dave Cicero, a professor at the University of Delaware, was recommended for appointment to the Finance Ministry. *Laurie Hay moved to appoint Dave to the Finance Ministry, Connie Shultz seconded, and the motion carried unanimously.*
- David Blowman proposed a more detailed discussion of the budget at the October Vestry meeting, which will be good timing in light of preparation for the 2010 budget. It will be helpful to try to discern the priorities of the congregation prior to budget discussions.
- The audit is ongoing.

Marcia Lynch made a motion to accept the Finance report. Laurie Hay seconded, and the motion carried unanimously.

Correspondence

None

Rector's Report

Fr. Kim is pleased to report that staffing issues have been resolved. Britta Bimbi had a good orientation prior to the start of the program year on September 13. Phillip Stephens' transition to Parish Administrator went well, having spent several weeks with Kay Wack in August. Simon Jeynes commented that financially we are overstaffed, but we need everyone we have if we hope to grow into the future.

Monthly highlights:

- 3 diocesan meetings (1 to train Safe Church trainers)
- 4 staff meetings
- 6 hospital/nursing home visits
- 7 office meetings
- Service at Methodist Country House
- 3 special visits

Fr. Kim reported on various pastoral concerns within the parish.

Kay Wack brought up a concern about parishioner transportation issues. There are several members of the congregation who currently need transportation to and from church, and there will likely be more in the future as our parishioners age. Kay offered to investigate how other churches are handling this issue.

Fr. Kim will be away on vacation from October 11 (after the Stoeckle wedding) through October 14. No Sunday time will be involved.

Ministry staffing was discussed. Ministries are still struggling. Simon Jeynes has joined the ranks of Eucharistic minister.

Safe Church training will be held here at Immanuel on September 30 and October 1, from 6-9 pm. Registration must be completed on the Diocese of Delaware web site (www.dioceseofdelaware.net). Fr. Kim recommended attendance even for those who don't "need" it...it is a great course.

At Fr. Kim's first anniversary, he offered some reflections on his first year and mentioned that a mutual ministry review is required at this time. The purpose of this review is to assess our effectiveness in various areas of ministry and to determine goals and objectives for any which

might require improvement. Discernment needs to be a part of this process: what are the priorities to which we as a parish feel called? For example, which should be the priority, focusing on those already here or newcomers? It is a complex conversation which will require a special Vestry meeting; this will hopefully take place on a Saturday before Thanksgiving.

Senior Warden's Report

Craig commented that he was very happy with the first day of Sunday School. He is encouraged by some growth we have seen in recent months but acknowledged that we still have a long way to go. There are capital projects upcoming, and he agreed with Fr. Kim that we need a ministry review soon.

Junior Warden's Report

Laurie proposed that we consider buying new tables for the parish hall. The ones we have are very heavy and hard to move. The cost for 15 lighter-weight tables would be around \$1,000. *Simon moved to approve the purchase of new tables for the Parish Hall. Kay seconded, and the motion carried unanimously.*

Ministry Area Reports

Youth Ministry. Britta had several suggestions, as follows:

- She proposed that we consider starting a "Youth & Families Ministry Counsel" to foster the exchange of ideas that will enable us to help our youth grow in faith and numbers. Simon volunteered immediately. One area of examination would be involvement of the youth during Christmas and Easter services.
- She would like to plan a service based around the Millennium Development goals, which would be youth-led and music based. The offering for that Sunday would go to the Episcopal Relief & Development fund.
- She proposed that October 11 would be "Bring a Friend for Katrina" day, which would include Sunday school, church, and then a fundraising activity.

Simon questioned whether there would be a teacher commissioning any time soon. Fr. Kim said this would be discussed at a staff meeting.

Property Ministry: Carl reported on the current state of our HVAC system. There is leakage somewhere in the system, and he has asked our current contractors to try to determine where the leak is and how much it will cost to fix it. He hopes to have a dollar amount prior to the next Vestry meeting.

The stained glass work is in progress.

Stewardship: Fr. Kim is in conversation with involved parties to try to schedule a parish-wide evening dinner meeting prior to Thanksgiving. Vestry members are asked to be present and to try to facilitate table conversations. Al & Cis LeSieur have volunteered to work on food.

Other Business

None

Due to Fr. Kim's upcoming vacation, the next Vestry meeting is scheduled for Monday, October 19 (the third Monday of the month).

Respectfully submitted,
Carolyn J. Hendrix
Vestry Secretary