

FINAL

Amended 3-4-09

**Immanuel Church, Highlands
Vestry Meeting Minutes
January 21, 2009**

Present: David Blowman (Treasurer), Carl Burnam, Fr. Kim Capwell (presiding), Craig Folkert (Senior Warden), Phyllis Harvey, Laurie Hay (Junior Warden), Carolyn Hendrix (Secretary), Connie Shultz, Barb Volko, Kay Wack

Guests: Jack Burnam, Bob Penneys

Absent: Ryan Day, Maria duPont, Byron Hobson, Simon Jeynes, Joe Stoeckle

Fr. Kim opened with prayer.

Teaching

Last month we discussed the idea of change and how difficult it is to change. The teaching tonight consisted of a short discussion regarding the terms "Satisfied vs. Effective." Just because we are satisfied with the way something is going doesn't mean it's effective. Nothing specific tonight to think about, just the general concept. Next month we will look at marks of effectiveness.

Treasurer's Report

Monthly report: David Blowman presented the monthly report. He stated that it would look a bit different next month, in that he is working on reformatting it, pulling out the investments and restricted funds. *Motion: Carl moved to accept the Treasurer's Report, and Kay seconded. Motion carried.*

Proposed 2009 budget: There was much discussion about the Diocesan Acceptance. Last year's acceptance (8.4% of operating budget) was well below what was recommended by the Diocese. This year, the Finance Ministry recommended that we increase our acceptance to halfway between the minimum (10.8% of operating budget, or \$35K) and the "fair share" (14.3%, or \$47k). Halfway would be 12.6%, or \$41,640. The only reason for not recommending the fair share is that with the number of pledging units this year, the extra \$5K would have to come from capital. Craig stated that the Diocese was extremely helpful during the transition period and felt strongly that we should pay our fair share. Staff salaries will be reviewed at the February Vestry meeting.

Motion: Craig moved that we pay our fair share of the Diocesan Acceptance. Laurie seconded, and the motion carried, with one abstention.

Motion: Carl moved to accept the 2009 budget as presented, with the understanding that staff salaries were going to be reviewed. Craig seconded, motion carried.

The disbursement of the Lunger funds was discussed. \$1,005,454 of our operating budget are restricted funds, as follows: stained glass repair (\$250K), Isaiah/Matthew (\$587K), Director of Christian Education (\$152K), and gym floor/restroom upgrades (\$15K). Since the Isaiah/Matthew Commission is gone, it was suggested that we give 10% of the \$587K (plus its income) to Outreach every year to disburse, which would fulfill the restrictions over time. We will look into hiring a DCE, look into doing what needs to be done to the stained glass, and give Outreach \$60K every year until the fund restrictions have been satisfied.

Craig questioned what constituted Outreach. Does Sunday School qualify? Evensong? It was decided that this would be a question for the Outreach Ministry, and that although Vestry still has oversight, Outreach could best decide how to disburse the money. No motions were made at this time.

Finance Membership: Don Hobson has volunteered to join the Finance Ministry. *Motion: Craig moved that Don be accepted as a member of the Finance Ministry. Connie seconded, all approved. Motion carried.*

Updates

- Fr. Kim's father died Saturday night, Jan. 17. He reported he would be absent on Jan. 25 to attend to family matters in New Jersey. Rod Welles will officiate at the service on Jan. 25, which will include a double baptism.
- Craig Folkert just wanted to tell everyone how happy Lucas is to be a chorister.

Minutes of Previous Meeting

Motion: Craig moved to accept the minutes as amended. Barb seconded, motion carried.

Transition / Institution

Fr. Kim thanked everyone for such a wonderful Institution.

Reports and Vestry Action

Rector's Report:

- Fr. Kim reported that Carolee Grillo's dad, Charles, died at 4 pm on Saturday, Jan. 17. There will be a memorial service in Broomall on Saturday, the 25th. *Amended 3-4-09: He died just before 3 pm, and the funeral service was on Saturday the 24th.*
- LaRue Manning's cousin died.
- Alex Lehr's mother, Ruth, is in the hospital.
- Ruth Engler is moving to Texas at the end of February.
- Fr. Kim told the group that he would like to see Tom Kerr made Rector Emeritus of our parish. *Motion: Connie made to appoint Tom Kerr as Rector Emeritus of Immanuel Church, Highlands. Kay seconded, all were in favor. Motion carried.*

Senior Warden's Report: Craig also wanted to thank everyone for their help at the Institution.

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 has submitted her resignation as Parish Secretary. She and Fr. Kim will work out a timetable. She has indicated that she will be willing to stay through Holy Week, or his first year, or through the end of the year, whatever he deems most appropriate. She will also help with a job description and on-the-job training when the new secretary is hired. The Vestry expressed its appreciation to Kay; we will miss her.

Addendum to Rector's Report

Fr. Kim outlined a few of the activities of the past month:

- 4 ministry meetings
- 4 pastoral concerns
- Meetings with staff/wardens
- 2 special services
- Hospital visitation to Ruth Lehr
- Participation in Andrew's Place meal
- Meeting with Bishop
- Meeting with Episcopal clergy in Wilmington (the goal: to determine how to more effectively minister in the city)
- Funeral for Bill Merrill
- 3 home visitations

Ministry Reports

Laurie mentioned that the Diocesan Convention is at Christ Church this year. Ruth Kirk hopes that we will be supportive in helping folks from down state with lodging. Fr. Kim thought this was a great idea.

New Business

- Fr. Kim will look into the status of this year's Convention delegates.
- The Katrina Jambalaya is February 21, and Vestry needs to be supportive.

The meeting was closed with prayer.

Respectfully submitted,
Carolyn J. Hendrix
Vestry Secretary