**Vestry Meeting**

**March 13, 2016**

**Present:** Margaret Green, Thomas Trimble, Carm Yero, Rev. Terri Pilarski, Mitch Yudasz,
Selia Danes, Dan Murray, Daniel Pawa, Chris Burkhalter

**Absent:** Carolyn Blackmore, Matt Quam

**Recording Secretary:** Erin Biggs

**Opening Prayer & Bible Study:** Terri called the meeting to order at 12:05pm and opened with a Bible Study on today’s Gospel Reading.

**Consent Agenda (see attachment 1)**

Selia would like to discuss fundraising; item was moved to parish life in the agenda.

**Minutes of Meeting**

The minutes for the January 16 meeting were reviewed and approved via email motion and voting and recorded in the final minutes of that meeting.

**Bylaws Update**

Margaret reported on the working group meeting with Pete Kenney, Martha Amis, Monica McLeod, and Kevin Green. They are looking at the new cannons and 8 areas of concern. Nothing will be done particularly quickly. The group will meet again in April and is hoping to be done by June. They want to make sure they have all their ducks in a row before they make any changes.

**Annual Meeting Minutes**

Margaret presented the minutes; no changes have been made by the parish. Thomas moved to accept the minutes and Margaret seconded. There was no discussion and the motion passed with 7 ayes.

**Mission Field**

**Mary Jo Searles Bequest:** $30,000 was given last fall and is undesignated. The normal process is to follow UFG policy: 5% to Op Budget, 10% to Diocesan Fund, 10% to Replacement Reserve, and 75% to UFG fund. The discussion was put off due to budget talks in the fall. Carolyn has an idea but was out of town. She would like to put the gift towards the organ as Mary Jo loved the organ. If we do put this into the UFG does this fit the policy as it is now? Do we follow the policy at all? Does a change need to be made to the policy? We are trying to live into it, but there are ways to possibly make it better. Previous uses of the fund include the Liberia school project, plaza, fountain, and opportunity resource fund. No one currently serves on the UFG commission. We need to form a commission/committee. Previous members included Todd Kappauf, Julia Garris and Paul Vandevert. Margaret made a motion to table this until Carolyn is here next month.

**Sexton's budget:** John Jones, Michael Mroczyk, Erin Biggs and Dan Pilarski met to discuss moving a portion of the property budget involving supplies to the Office budget. Matt Salman was invited but couldn't make it. The group recommended that if anything is done, it should be presented as a HR move. The Vestry discussed the issue and decided to leave budget is as it is.

**Phone and Internet Expenses:** Mitch has researched costs on phone and internet expenses. He found there is not a better price but there is better technology, however, that comes with an increased expense. Thomas feels this is an office issue and not a Vestry issue.

**Commission Reports**

**CCMT Draft Proposals:** Thomas will present the Vestry retreat’s CCMT draft to Finance at its April meeting. The Property CCMT draft has not been presented to Property.

**Christian Formation:** The group discussed apotential move for Children's worship, which is currently meeting in room 213, to the basement. There is a room available downstairs near the nursery. The move would lead to one less set up for Sunday mornings and would produce a fixed setup and dedicated room. No objections have been raised so far. Moving the kids downstairs would get everyone more centralized in the building, however, they would be confined to a smaller space. The ceiling in the downstairs room needs to be fixed. We will wait until the Fall to move which will give us more time to get things ready. We’ll need to talk to parents.

**Adult Forum:** Forumis being enjoyed by those who are attending and those attending are developing the capacity to have a conversation in a group. There are 5 sessions left. Forum will pick up again after Easter. People prefer to not have it every week. Forum seems to have been well timed and is more social in ways that just coffee hour

**Evangelism:** The Liberia school project team is meeting during Coffee Hour on April 3rd. Dan Murray would like to help. The evangelism commission needs to meet.

**Finance:** Januaryincome was down $4,000--mostly from a decrease in unpledged gifts. Finance tries their best to get this figured out each year. Expenses were as expected.There is a$13,000 deficit so far this year. Including last year, we are at about $24,000 deficit.

Bergeron Update – Income from the Bergeron fund goes towards electric bill for A/C and supplementing the Rector’s salary. Finance has been looking into opening up the principle of the fund. The Endowment Committee has met with the trustee of the fund. He was okay with the changes but his lawyers have said it will need to go to court. Pete Kenney presented information about this. We can file a motion with the courts to open up these funds. There are some costs with this plan. The original fund came with stipulations of putting A/C in chapel and use of the income (electric and rector's salary.) This isn't truly a request to the family but a request to the court. The main concern is there is no end date to this fund so in times of need we cannot access this money. If something would happen, this fund would go the diocese. We need to base this request on it being impractical, impossible, or illegal.

Finance would like to look into using the Endowment fund. Parishioners would like more information on what has been used of this fund to date. This was answered in the Annual Meeting; the principle has not been touched.

**Parish Life:** We are a community church. Selia proposed reaching out to the community via a fundraiser featuring a BBQ chicken dinner the weekend before Homecoming. If we were able to sell 1,000 tickets we would net around $5,000. We might involve other churches and businesses to sell tickets. Fundraising policy requires a proposal to be brought to Vestry. Some of the funds raised would need to be given away. There isconcern about where the seed money would come from. We might look into groups to pair with Parish Life to fund the event. We already have a licensed kitchen. We might contact Gino with What Up Dawg Deli to see if he would like to partner with us.How can we make this a fun evening? Add Friday night concerts, make a bigger community event.Selia will come to the next meeting with a proposal.Selia has formed a committee for Parish Life of 8 people. Barb Murray may be in charge of the committee to take care of coffee hour.

**Property:**  2 silver maples behind the rectory need to come down. If there is a wind storm they could come down and fall on the rectory and garage. Quote for $6,300 so far. Property is looking into getting 2 more quotes. Carm will forward a connection to Margaret.

Cintas contract needs to be cancelled, we don't need it.

A grant has been submitted for the parking lot project. Property is waiting on final quotes in the Spring before they move forward.

**Stewardship:** Has not met yet. The group will be having a dinner in April. Chairs are Todd Kappauf and Carm. Dinner will be hosted by Sue Bennett.

**Worship:** Holy Week is coming up next week. Terri is working with Sean and committee to prepare for Holy Week. We are in need of someone to fill the Easter eggs for the Easter Egg Hunt. Possibly the Trimble kids/Journey group.

Stations for Kids. Emily Davis will be helping with set up with a Chapel Day parent.

Palm crosses Saturday at 10am.

**Food Pantry:** Has no committee, is run by Erin out of the office. Erin handles purchasing of gift cards, supplementing food donations, and stocking/manning the pantry. Would be helpful to have a committee to help Erin with this. There is currently no active church members participating in organizing this ministry. This should be an extension of Evangelism. Would like the parish to take ownership of this ministry. Should involve Community Gardeners with the pantry to possibly donate excess produce.

**Parishioner-2-Parishioner:** Being developed by Carolyn. She will bring this to Vestry next meeting.

**Report on the Community Discernment Committee for Carm Yero**

Chris emailed out the report. The committee met 8 times. Sandy Silfven, Chris Burkhalter, Bob Denman, Matt Sallman, Kathryn Truesdell, Karen White. Worked with the listening hearts book. Worked with both models suggested by the Diocese. This allowed the committee to put more focus on Carm. The Committee is recommending Carm Yero continue in the process. Committee has written a 6 page report on this matter.

Questions for Carm, When did you first get the call? Age 7 but finally sat down and listened to the call in 2013.

Carm wrote 2 different autobiographies in the process. Committee has challenged Carm throughout the process. Each member of the committee brought different elements to the group, both those who have known Carm for many years, and those who have only known her a short time.

With Scott Steiner the parish had gotten to know him better than Carm. He was here about 4 years. Carm has been here for about 2 years. This will give the congregation more time to get to know Carm. It is good for Carm to be engaged in the congregation in as many ways as possible. If the vestry votes to move forward, there are many more steps before she becomes ordained.

Carm has been asked to leave the room. Mitch also left the room as he is currently in the process himself.

Vestry discussed this at length.

Motion to accept the report made by Selia Danes, second by Dan Murray. 6 ayes.

**Terri closed the meeting** with prayer at 2:40pm

**Addendum to the Minutes – eMail motions and voting**

1. Parochial Report -Carolyn made a motion to approve the Parochial Report as passed around by

Terri. Matt Q seconded. Motion passed (8 ayes).

2. Use of Bagley/Borgeron funds (annual distribution of) - Margaret made a motion to approve

the funds from the Bagley/Borgeson fund to be used for Victoria Bell to be a delegate from the

Episcopal Church to the United Nations commission on the status of women up to $3,000.00.

Carm seconded.

 1. Discussion regarding fundraiser scheduled for Tuesday; excess monies going to other

 needy delegates; excess monies going to future Pilgrimages for CEC youth. Nothing

 was agreed upon.

 2. Motion passed with 7 ayes and 1 abstention (Carolyn abstained; Daniel was not

 present).

3. Scott Steiner document approval for ordination to priesthood - signed by Vestry, Rector,

and (on Sunday, Feb. 7) by the Clerk of the Vestry and will be submitted to the diocese

4. Election of Wardens - Carolyn made a motion that Margaret and Thomas be elected as

Wardens for the 2016 year. Matt Q seconded. Motion passed (8 ayes).

Respectfully Submitted by,

Erin Biggs

**Attachment I – Agenda (as emailed March 9, 2016)**

 **Vestry Meeting**

**March 13, 2016**

**Noon - 2pm**

11:45 - gathering time

Noon - Call to order, opening prayer

12:10 - Bible study

12:20 - Consent Agenda (approval of agenda, minutes from January 16, 2016 meeting)

12:25 - Bylaws update Margaret Green

12:30 - Annual Meeting Minutes Margaret Green

1:00 - Mission Field, each item as time allows, to be continued in subsequent meetings

MaryJo Searles’ Bequest

Report back from oversight of Financial accounts 663, 689

• phone and internet expenses

• Sexton cleaning supplies

Ongoing

CCMT’s Roles and Responsibilities

LGBTQ conversation

Racism conversation

Capital Campaign (Fall of 2016)

Rector Sabbatical

Five Point Action Plan

1:30 Commission Reports (as needed)

Christian Formation - Chris Burkhalter

Evangelism - Daniel, Dan Murray

Finance - Thomas

Parish Life - Selia

Property - Matt Q, Margaret

Stewardship - Carm

Worship - Terri, Carolyn

Food Pantry - Margaret

Parishioner 2 Parishioner

1:50 Report on the Community Discernment Committee for Carm Yero

MMR schedule: June - Property, Finance, Christian Formation, Stewardship

October - Evangelism, Worship, Parish Life, Staff

March 13 :

• MJSearles bequest

• Report back from financial committee on oversight of 663/689

April 24:

• Bylaws (revisited)

• Liberia conversation

• Parishioner 2 Parishioner

May 22:

• 150th anniversary conversation

• 5 year vision: (field – plant, sow, water, lie fallow)

• Rector Sabbatical

June 26:

• MMR conversations

o Christian Formation

o Finance

o Property

o Stewardship

July 24:

Aug 21 (Tentative?)

Sept 25:

• Capital Campaign conversation

Oct 30:

• Budget ask (email sent to leaders)

• MMR conversation

o Worship

o Staff

o Parish Life

o Evangelism

Dec 4:

• Annual Meeting reports

Jan 8:

• Finance / Budget meeting

Jan 21 (Saturday):

• approve budget

FIVE POINT ACTION PLAN:

The five point action plan to address the 2015 deficit states that Christ Episcopal Church will:

1. Remain focused to become stronger in our Mission as a Community-Centered Church

2. Invite parishioners to participate actively in more strategic and concerted activities that

build relationships among ourselves and more importantly with the wider community in

the Dearborn area

3. Encourage parishioners to join a group to identify and implement reasonable cost reduction

ideas; particularly those that reduce our carbon footprint and make us better stewards

of the environment (examples: use less paper, reduce natural gas and electricity

consumption)

4. Appeal to the Parish to increase pledges by 15%, or about $510 on average per pledge

5. With advice from Treasurer and Finance Commission, borrow from a restricted fund, as

and when necessary, to meet cash flow needs or to close any remaining budget gap