

Christ Episcopal Church, Dearborn
Minutes of Vestry Meeting - Sunday, June 24, 2018

Attendance: Lynn Becker, Nick Bell (Clerk), Carolyn Blackmore (Warden), Selia Danes, Kevin Green (Treasurer), Barbara Hall, Michael Mroczyk, James Thornton, Terri Pilarski (Rector), Halim Shukair (Curate)

Absent: Diana Brehob, Dennis Kirchoff (Warden), Holly Schanz, Mitch Yudasz (Intern)

Guests: Donna Behm, Margaret Green, Ron Juergens, Nancy Lehnert, Pat Snyder

Recording Secretary: Nicholas Bell

Gathering: Room 213

Call to Order

- Terri opened the meeting at 11.37am

Minutes of Vestry meeting held on May 20, 2018

- Selia moved to approve the minutes of May 20, 2018 Vestry meeting; Michael seconded. No discussion. Motion approved, with all six Vestry members present in favor.

Motion from special Vestry meeting with Renaissance Strategy Task Force: Tuesday May 29, 2018

- Attendees (Vestry members shown **bold**): **Michael Mroczyk**, Margaret Green, Martha Amis (recorder), **Dennis Kirchoff**, Susan Bennett, Nick Bell, **Carolyn Blackmore**, Terri Pilarski, Matt Sallman, Jeanne Martens (facilitator), **Selia Danes**, **Holly Schanz**, **Barbara Hall**, Kevin Green
 - Vestry accepts RSTF recommendations in full.
 - Carolyn moved that the Vestry accept the recommendations made by RSTF comprising the 3 goals, the implementation steps, and strengthening Communications. Michael seconded. Discussion followed. Motion approved. All 6 vestry members present voting in favor
- Note: Full details of 'Renaissance' plan on page 2 of these minutes

Agenda

- The updated agenda as emailed by Carolyn on June 17 was accepted without changes or additions

Opening

- Terri read a blessing, a reading and a meditation from Faithwalking material
- Terri welcomed Revd. Halim Shukair, Curate, to his first Vestry meeting at Christ Church, Dearborn

Mission Field

- **Building Usage Group update** – Margaret Green
 - In addition to Selia, other committee members joining Margaret for this update and discussion were: Donna Behm, Ron Juergens, Nancy Lehnert and Pat Snyder
 - Vestry discussed suggested donations (see handout page 11). We want to set the right tone and a reasonable expectation, but not to cause groups that donate generously today to reduce their giving
 - Margaret will copy the 'building mission' language from the Covenant (handout page 5) to the front page of the document (and edit as appropriate)
 - Kitchen usage (handout page 9) was discussed and needs further consideration
 - The group will continue its work and return to Vestry in August for approval
 - Michael moved that Vestry establish a packet of information for use of the building by community groups. Lynn seconded. There was no further discussion and the motion passed, with all six Vestry members present in favor.

- The Building Usage Committee will organize the next dinner for building users, probably in October
 - Carolyn gave a vote of thanks to all members of Building Usage Committee for their hard work over the past year
 - **Renaissance, Vestry Goals, Roles, Commissions** -- Carolyn

Continuing Vestry review of how to adapt Commission structure and Vestry liaison roles to better fit the current size of CEC. Development and implementation of Renaissance recommendation will form the Vestry goals for 2018/19. This should help determine role and engagement of Vestry members. RSTF recommendations accepted by Vestry on May 29, 2018:

A. Focus on THREE GOALS:

 1. **Offer opportunities for all to experience deeper spiritual engagement/support on their spiritual journey**
 - Create small groups (home group, bible study, cottage meeting, choir, centering prayer, men's breakfast, women's, young adults, newcomers, Pray/Fast/Act, music, etc.).
 - Engage members in new areas, maintain age diversity
 - Focus: Spirituality, Formation, Outreach, Education
 - Re-establish Christian Education for all: K-12, and Adult offerings: Bible study, book discussion; look at technology.
 - Offer variety of worship opportunities; different time and/or different days of the week
 2. **Deepen relationships with community groups, families and individuals already using the building** (invite to engage in Christian fellowship)
 - Build relationships and broaden participation with community groups e.g: community garden group, water retention project, Healthy Dearborn
 3. **Develop social justice initiatives**
 - Examples: Partner with LWV, Environmental, Diversity & Inclusion, Poverty (could include current food ministries).
 - Build on interfaith relationships

B. Form implementation team(s). Each goal should have an Implementation team, including at least one member of Vestry, one person who has worked on RSTF and other parishioners. The team should liaise closely with Finance, Property, Stewardship and Communication Commissions.

C. Establish a Communication group

 - Need effective communication
 - What is our current infrastructure?
 - What capabilities do we need for effective marketing and communication?
- Before the next Vestry meeting (August 19), Terri will work with the Wardens to determine which current activities fit within each of the three goals.
 - The Wardens and Terri will ask Vestry members choose which team/group to work with.
 - An update will also be provided for the parish in the September Courier and parishioners will be invited to contribute their time and talents to one or more of Implementation team or working group.

Activity Updates

- **Christian Formation, Spiritual Development**

- **Faithwalking, overspend - Carolyn**

- Funding approval is required for the Adult Education budget overspend for the Faithwalking '101' workshop held June 1-2, 2018. This covers expenses of air travel, hotel, rental car, and incidentals for the two leaders (total cost \$1,959.65)

- Michael voiced his disappointment that overspend of a budget item was not approved by Vestry before these monies were committed. In this case, there was no dialog or agreement for this expenditure before the costs were incurred.
- o Carolyn moved to use money from the Borgeson Education fund to cover the expenses (\$1,959.65) for the June 1-2, 2018 Faithwalking 101 Workshop. James seconded. Discussion:
 - Terri explained that the timing of the workshop built on momentum from Faithwalking's participation in April Vestry retreat, and congregational interest. There was not enough time to inform Vestry of cost implications of workshop.
 - Participants paid a \$75 on-line registration fee direct to Faithwalking
 - There were 15 participants at the workshop, two from outside the parish and 13 people from Christ Church (eleven parishioners)
 - Michael expressed concern that, in recent past, Vestry had not approved spending from the Borgeson fund due to lack of properly documented requests. Vestry needs to be consistent with how it manages non-budget spending approvals
 - Kevin agreed that out of budget spending must be approved by Vestry ahead of time, following the 'Manual of Business Methods in Church Affairs'. However, paying for the Faithwalking workshop is consistent with the mission of the Borgeson Education fund and an appropriate use.

Carolyn called the question. Motion passed, with all six Vestry members in favor

Environmental Education Initiatives -- Carolyn

- o Carolyn has reviewed material from Michigan Interfaith Power & Light. This will be a very useful resource if we develop a parish wide focus on environmental justice
- o Carolyn will form an implementation team for Goal #3; and invite Carmel Price and others to work with her on environmental justice initiatives.
- **Stewardship update -- Terri**
 - o A new team has been formed: Terri, Carolyn, Chuck Beck, Lynn Becker, Leah & Chris Ventura
 - o The plan for 2018 is to continue using the New Consecration Sunday program, leading to ingathering in the Fall
 - o The theme in 2018 will be 'Re-gifting God's Blessing'
- **Worship -- Carolyn**
 - o A New program of Summer Evenings in Prayer and Song will take place on Monday evenings: June 25, July 23, and August 20 (replacing Pray-Fast-Act over the summer)

Any Other Business

- o **Sabbatical update and funding**
 - Terri has a total of fourteen weeks accrued to date; she has agreement from the Bishop to use it over several years (approx four weeks per year)
 - Vestry acknowledged this approach
 - Terri is discussing with the Wardens, and Bishop, the details of how she will use this time
- o Finance suggested that the Bagley monies (no longer a restricted fund) be used to fund Terri's sabbatical. The total available is \$9,274
- o Carolyn moved the use of \$9,724 in the Bagley Fund in support the Rector's sabbatical, which the Wardens, Rector and Vestry acknowledge will be used over 14 weeks and satisfies the Rector's Covenant of Call. Michael seconded. No additional discussion. Motion passed, with six Vestry members in favor.
- o **New Application Form for funding requests from non-budgetary funds**

- Carolyn distributed the draft for this document. Vestry members are asked to review the application form for clarity and ease of use. The intention is that this document be used as application for, and approval of, all monies from non-budgetary funds
- **Baptized for Life**
 - 24 surveys have been completed (60 are required = 2/3 active parishioners)
 - Terri will ask Erin to send a reminder of the link to parishioners next week
- **Telephoning all parishioners**
 - Vestry members should provide feedback to Terri with information about the call with each parishioner. If you were not able to speak with a parishioner, include this information. Let Terri know about any issues raised and any follow up requested.

Financial Update – Kevin

- Month of May offering plate income was \$4,500 less than budget
- Year to date overall income is about \$3,800 less than budget
- Month of May expenses were about \$1,400 above budget
- Year to date expenses are about \$5,000 less than budget
- The net is that year to date deficit at \$26,535 is approx \$1,300 less than budget (before applying carry over cash)
- Terri will work with Kevin to develop a letter to include with second quarter pledge statements, requesting that members stay current with their pledge commitment over the summer

Closing Prayer

- Terri closed the meeting with a prayer

Adjourn: 1:46pm

Next Vestry Meeting: Sunday August 19, at 11.30am, gather at 11.15am

Courier: Michael – 20 August (for September issue)

VPOD: August 12 Diana; August 19 Selia; August 26 Dennis; Sept 2 Diana

Action Items carried forward from prior meetings:

Date	Action Item	Due Date	Resp. (name)
1/20/2018	Establish review & compensation committee	tbd	Carolyn (for wardens)
1/20/2018	Role of children's music director	tbd	Terri
2/18/2018	Review Undesignated Gift Policy with Vestry	tbd	Carolyn / Michael
2/28/2018	Agree three to five annual goals for 2018 for Vestry and Rector (Covenant)	August	Terri / Vestry
4/22/2018	Continue commissions, Vestry job descriptions, roles & responsibilities	May June August	Terri / Carolyn
5/20/2018	Dialog on consistent Vestry meeting start and end times	August	Michael / Carolyn
6/24/2018	Approve packet of building use information, policies and facility use requests	August	Building Use Cttee
6/24/2018	All Vestry members review and feedback on the New Application Form for funding requests from non-budgetary funds.	August	Carolyn
6/24/2018	Carolyn to form implementation team Goal #3; and working group on environmental justice.	September	Carolyn
6/24/2018	Determine how current activities fit within each of the three Renaissance Goals	August	Terri/Wardens

Vestry 2018 meeting dates:

- August 19 -- **11.30am in Lounge**
- September 23
- October 21
- November 11
- December 9
- January 19, 2019 (Saturday) with Finance