

**Christ Episcopal Church, Dearborn**  
**Minutes of Vestry Meeting - Sunday, September 23, 2018**

**Attendance:** Nick Bell (Clerk), Carolyn Blackmore (Warden), Diana Brehob, Selia Danes, Kevin Green (Treasurer) – from 1.15pm, Barbara Hall, Dennis Kirchoff (Warden), James Thornton, Terri Pilarski (Rector), Mitch Yudasz (Intern)

**Absent:** Lynn Becker, Michael Mroczyk, Holly Schanz, Halim Shukair (Curate)

**Guests:** none

**Recording Secretary:** Nicholas Bell

**Gathering:** Lounge

**Call to Order**

- Terri opened the meeting at 12.26pm

**Minutes of Vestry meeting held on August 19, 2018**

- Dennis moved to approve the minutes of August 19, 2018 Vestry meeting; Diana seconded. There was no discussion and the motion was approved, with six Vestry members in favor

**Diocesan Apportionment for 2019**

- On September 14, Carolyn made an online motion that Christ Church fulfill its full diocesan apportionment pledge for 2019 of \$29,884 and Diana seconded the motion. There was no discussion. Voting ended on September 15 and the motion was approved with eight Vestry members in favor and one did not respond.
- Terri notified Mark Miliotto (our Diocesan Treasurer) of this commitment by email on September 15

**Agenda**

- The updated agenda as emailed by Carolyn on September 14 was accepted, with the addition of items on Property (Michael), on-line giving (Carolyn, Kevin), Rector sabbatical (Terri)

**Opening**

- Terri opened with prayer and led a discussion and exercise on Mark 9:30-37 (today's Gospel)

**Mission Field**

- **Three Renaissance Goals 2018/19; Next Steps - - Carolyn**
  - Vestry member feedback from table discussions at Adult Forum on September 9<sup>th</sup>
    - Social justice: implement with small groups.
    - Need to be 'educated' in citizenship in order to play a role in society and work towards social justice
    - English as a second language
    - Need to make a start on projects
    - Improve communications
    - Get to know each other – e.g. supper groups
    - Check-in conversation during worship to raise issues/concerns ahead of prayers of the people
    - Consider a talent corner – fund raising during coffee hour based on people's skills
    - Consider adding a Women's group alongside the Men's group. It would be raised up when someone feels call to action (as Doug Philips did with the Men's group)
- **Next Steps - - Carolyn**

- Each group needs to meet, engage RSTF team members and develop an implementation plan
- Reminder of implementation teams and Vestry participation (leader in **bold** text):
  - Goal #1: Offer opportunities for all to experience deeper spiritual engagement/support on their spiritual journey. Lynn Becker, Holly Schanz, **Diana Brehob**, Barb Hall
  - Goal #2: Deepen relationships with community groups, families and individuals already using the building (invite to engage in Christian fellowship). Selia Danes, **Carolyn Blackmore**
  - Goal #3: Develop social justice initiatives. Michael Mroczyk, James Thornton, **Dennis Kirchoff**
  - *Renaissance Activities must meet at least four of following criteria:*
    - *Requires broad parishioner involvement*
    - *Effectively responds to an identifiable parish or community need*
    - *Does not deepen CEC financial deficit*
    - *Attracts/is relevant to multi-generational*
    - *Fosters collaboration*
  - In addition, Terri is forming a 'Baptized for Life' group that may align with one of the three Renaissance goal team, or it may follow a separate path as a fourth implementation team
- **Three Renaissance Goals 2018/19; Process for accessing Greenwood funding - - Carolyn**
  - The Greenwood bequest is available to support Renaissance implementation team plans
  - Vestry will listen for plans emerging from implementation teams and develop an approach for appropriate allocation of funds from this bequest
- **Baptized for Life (BfL) - - Terri**
  - Terri sent an email (September 22) to the Parish summarizing the meetings with Maureen Hagen along with the topics discussed
  - Terri will meet with Stephanie Mulkern and Darrell Donakowski, who have agreed to serve on the BfL implementation team, to discuss adding 3 or 4 additional members and a Vestry representative
- **Finance - - Carolyn Blackmore / Kevin Green**
  - Carolyn provided an update on the Church's projected deficit position for 2019
    - The Church (150<sup>th</sup> Annual meeting on January 29<sup>th</sup> 2017) agreed to allow Vestry to use Endowment funds to finance the annual deficit
    - We can be proud of being a Church that keeps the doors open
    - The Stewardship 'Consecration Sunday' program in 2017 resulted in an increase in the number of pledging households
    - We continue to add new members, but overall numbers are steady due to bereavements and people moving away
    - 2019 expenses will be higher as we hire an organist/choirmaster (replacing Sean Jackman), cover a portion of the Curate's costs, experience reduced giving among the largest giving households and will have a lower, or zero, carry over cash
    - The deficit for 2019 is likely to be in the range \$45-\$60,000
  - Kevin provided the Treasurer's report and covered the month of August and our year-to-date (YTD) status
 

August was a good income month (pledges exceeded budget) but expenses were even greater, resulting in a deficit for the month of approximately \$5,300 (versus a budgeted deficit of \$2,400).

The cumulative year-to-date deficit is \$37,326

8/31/2018	YTD ACTUAL	YTD BUDGET	2018 BUDGET
<b>INCOME</b>	\$166,517.38	\$178,209.18	\$286,082.00
<b>EXPENSE</b>	\$203,843.52	\$212,351.31	\$311,177.11
<b>NET*</b>	(\$37,326.14)	(\$34,142.13)	(\$25,095.11)

\*Before application of 2017 carryover cash of \$10,382.

- Part time Custodian and Contracted Grounds Services
  - In a meeting on Tuesday (September 11, 2018) Michael met with The Rector and John Jones (Sexton) and agreed that CECD will no longer use a part time custodian (Sexton's assistant), but it is likely that there will be a need to assist the Sexton with selected tasks before the end of this budget year.
  - Carolyn made a motion that Vestry authorize spend in account 686 (Contract Grounds Services) up to any amount that would otherwise be unused in account 622 (Part-Time Custodian). Dennis seconded the motion. There was no discussion and the motion passed with all six Vestry members present in favor.
- OnLine Giving
  - A contract will be entered with SwipeAway for online giving with the goal of having this in place in the second half November
  - Vestry acknowledges that Kevin Green, in his official capacity as Treasurer, will allow use of his Social Security number to allow the Church to enter into a contract with SwipeAway for online giving
- Gift in memory of Matt & Jean Piernick
  - Carolyn made a motion to accept the donation of \$200 in memory of Jean and Matt Piernick to be applied to the Property Commission dedicated account. Dennis seconded the motion. There was no discussion and the motion passed with all six Vestry members present in favor.
  - Kevin will ask Todd Kappauf and Michael Mroczyk to send a thank you letter on behalf of the Property Commission
- **Environmental Initiatives; Churches going solar - - Michael, Carolyn, Dennis**
  - Carolyn, Michael and Dennis attended a workshop on this topic and will continue to evaluate opportunities and plan next steps. There is a sense of urgency because any solar installation completed before the end of 2019, would be grandfathered into legislation that allows electricity generated to be returned to the grid for credit against our energy bills
- **Christian Formation - - Carolyn**
  - Michigan Interfaith Power & Light is an interfaith group exploring how to use alternative energy sources in places of worship
  - There are examples of places of worship self-financing, securing outside funding and using electricity provider funding (investor)
  - Bob Chapman, Executive Director Michigan Interfaith Power & Light, will lead Adult Forum on September 30 to brief parishioners on this energy and cost saving opportunity
  - Planned and likely changes in the regulatory environment mean that this is a good time for the church to consider this investment in our future
- **Stewardship - - Carolyn**

- The leadership dinner is at 5pm on October 28th and all Vestry members and a partner are invited to attend and are asked to put the date and time on their personal calendar
- **Worship Music Ministry - - Diana**
  - Ann Bakalyar will cover the period through end 2018 and has requested Sundays off. These dates will be covered by Cary Dumas, Manuela Blankinship and Katharine Walters
  - The proposed position for permanent Organist and Choir Master will be structured as a nine-month contract (September through May) with an option of summer services at the supply musician rate. The goal is to start the new contract in late January 2019
- **Any Other Business**
  - **Faithwalking - - Terri**
    - A second, in-person Faithwalking 101 class is being offered at Christ Church (October 21<sup>st</sup> and 22<sup>nd</sup>).
    - This will cost \$2,000 for trainer expenses plus \$500 for meals and other costs. The alternative would be to encourage parishioners to take the on-line course. Both in-person and on-line training require per-person registration payments, but on-line does not incur other expenses for the Church
    - Holly made a motion that the Church commit up to \$2,500 for the second in-person Faithwalking 101 class in October. Diana seconded the motion. There was no discussion and the motion passed with five Vestry members in favor and one abstention
  - **Communications Commission – Dennis**
    - Dennis will document his thinking for Vestry consideration and discussion at the November meeting
    - Dennis commented that the work of this team will go beyond formation of a Commission and may recommend changes in the way CECD communications are structured and managed
  - **Rector Sabbatical**
    - Terri has accrued a total of 14 weeks sabbatical leave and will take it over the next 2-3 years
    - Funding is available in the Bagley Sabbatical dedicated account, as established by Vestry
    - Terri's first week of sabbatical leave will be November 6-13 in Portland Oregon, for a seminar on inter-cultural inventory and awareness

**Next Vestry meeting - - Carolyn**

- Carolyn reminded the meeting that the next Vestry meeting will be held on October 21, 2018 gathering at 12.15pm to start promptly at 12.30pm.
  - Vestry noted that Carolyn and Dennis are not available for the 10/21 meeting

**Closing Prayer**

- Terri closed the meeting with a prayer at 2:36pm

**Adjourn:** 2:37pm

**Next Vestry Meeting:** Sunday October 21, 2018 at 12.30pm, gather at 12.15pm

**Courier:** Barbara – article due to office by 20 October (for November issue)

**VPOD:** Oct 7, Lynn; Oct 14, Michael; Oct 21, Selia; Oct 28, Diana, Nov 4, Dennis

**Action Items carried forward from prior meetings:**

<b>Date</b>	<b>Action Item</b>	<b>Due Date</b>	<b>Resp. (name)</b>
1/20/2018	Establish review & compensation committee	tbd	Carolyn (for wardens)
1/20/2018	Role of children's music director	tbd	Terri
6/24/2018	Approve packet of building use information, policies and facility use requests	<del>August</del> <del>September</del> October	Building Use Cttee
8/19/2018	Review status and plans for implementation of Renaissance implementation teams	September and ongoing	Diana, Carolyn & Dennis
8/19/2018	Food pantry group to update on review and recommendations	October	Diana, Terri
8/19/2018	Update on clergy and staff evaluation policy and procedures	November	Rector & Wardens
9/23/2018	Establish Baptized for Life Implementation team	November	Terri
9/23/2018	Update on Communication Commission	November	Dennis
9/23/2018	Stewardship Leadership Dinner 5pm October 28. All Vestry members and partner should plan to attend	October	Vestry members

**Vestry 2018 meeting dates:**

- October 21- - **gather at 12.15pm**
- ~~November 14~~ - - **to be rescheduled** (see Terri's Doodle poll emailed on October 9th)
- December 9
- January 19, 2019 (Saturday) - - **with Finance**

**Christ Church, Dearborn:**

**AGENDA – VESTRY MEETING: SUNDAY, SEPTEMBER 23, 2018**

**Attendance:** Lynn Becker, Carolyn Blackmore (W), Diana Brehob, Selia Danes, Dennis Kirchoff (W), Barbara Hall, James Thornton; **Recording Secretary:** Nick Bell;

**Presiding:** Rev. Terri Pilarski; **Curate:** Halim Shukair; **Intern:** Mitch Yudasz;

**Apologies for absence:** Michael Mroczyk, Holly Schanz, **Treasurer:** Kevin Green

**Guests:**

11:20 Gathering: Room 213

11:30 Call to Order

11:30 Additions/changes to Agenda; Approval of Minutes; (other electronic motions) Nick

11:35 Opening Prayer Terri

11:40 Meditation Terri

11:45 **Mission discussion 1: THREE GOALS 2018/19**

- Implementation Team formation All
- What did you hear? 9-9-18 forum
- Next steps

**Discussion 2:**

- Process for accessing Greenwood funding Dennis

12.10 **Mission discussion 3: BAPTIZED FOR LIFE**

- Update after Maureen Hagen visit Terri, Halim

12:25 Break

12:30 **Commission/activity updates:**

**FINANCE**

- Overview and feedback on future planning Carolyn

12:45 **CHRISTIAN FORMATION**

- Churches going solar; forum Dennis, Carolyn, Michael

**STEWARDSHIP**

- NB date of Leadership Dinner: 10-28-18 at 5PM Carolyn

**WORSHIP**

- Music Evaluation and search Diana, Selia, Terri

**PROPERTY**

1:10 **Other Business**

- Faithwalking?
- Communications commission Dennis

1:15 **New Business**

1:25 Reflection/Closing Prayer Terri

1:30 Adjourn

**NEXT VESTRY MEETING:**

**OCTOBER 21, 2018 at 12:30PM**

**LEADERSHIP DINNER:**

**OCTOBER 28, 2018 at 5PM, La Pita**

**Courier (vestry) article:**

Holly October issue due 20<sup>th</sup> September

**VPOD schedule:**

SEPT 30 Holly OCT 7 Lynn OCT 14 Michael OCT 21 Selia OCT 28 Diana NOV 4 Dennis