

Christ Episcopal Church, Dearborn
Minutes of Vestry Meeting - Sunday, April 22, 2018

Attendance: Lynn Becker, Nick Bell (Clerk), Carolyn Blackmore (Warden), Diana Brehob, Kevin Green (Treasurer for Finance update), Barbara Hall, Dennis Kirchoff (Warden), Michael Mroczyk, James Thornton, Mitch Yudasz (Intern), Terri Pilarski (Rector)

Absent: Selia Danes, Holly Schanz

Guests: Matt Sallman (for RSTF update)

Recording Secretary: Nicholas Bell

Gathering: Library

Call to Order

- Terri opened the meeting at 12:30pm

Agenda (additional business)

- Accepted as emailed by Terri without any changes

Opening Prayer

- Terri read a meditative prayer with environmental and Earth Day themes

Minutes

- Carolyn moved approval of the minutes of March 18, 2018, Dennis seconded the motion. There was no discussion. The motion was approved with all seven Vestry members present in favor

Mission Field

- Reflection on RSTF update at Forum on April 15
 - Sparse attendance due to inclement weather. The presentation will be repeated on May 6
 - Comments on April 15
 - A request to see more on interfaith
 - Do we get feedback from people who leave the parish?
 - When will the group move to action?
 - The next phase of RSTF work will be specific action planning and also involving more parishioners

Vestry Roles and Responsibilities

- Carolyn facilitated a working session about how Vestry connects to areas of Mission and the four missional areas: Fellowship, Education, Worship and Community. This work will continue at May Vestry
- Michael's has consolidated summaries from the four guiding documents for Vestry roles and responsibilities: baptismal covenant, CEC Bylaws, CEC Covenant of Call, Canons of the Diocese of Michigan
- Michael will email this document to Vestry members – to be added to their Vestry binder

Other Business

- Finance Update – Kevin Green
 - Offering Plate Income and Total Income were over budget for March.
 - Expenses were below budget.
 - These improvements against budget resulted in a monthly deficit of \$2,090 versus a budgeted deficit of \$5,497.
 - Year to Date, we are approximately \$500 better than budget (\$17,720 deficit versus \$18,270).
 - In the April reports, we will be correcting the amounts in Plaza, Rector Discretionary and Restricted Gifts/Payments due to some funds being moved among those accounts incorrectly.
 - April started very strong (but last week was very weak due to the weather) and April income will most likely exceed budget because it will include 5 Sundays, including Easter.
- Curate update – Terri Pilarski
 - Terri read from a note from Halim Shukair thanking CEC for the opportunity to meet with Vestry and parishioners
- Music Advisory Team update – Diana Brehob
 - Additional members will be added to the team (along with Diana, Terri and Selia)
 - The target is to advertise the position in early Fall
 - The vision for the role will inform discussion of budget needs and the current intent is to advertise a position in the Fall
 - Funding of choir room updates – make request to Property (building improvements)
 - Diana highlighted that without an experienced organist it is difficult to identify teething troubles with the organ
 - Substitute musicians have been arranged for most Sundays through end of the summer
- Earth Day – Terri Pilarski
 - Carolyn will review two documents on environmental impact and stewardship:
 - Opportunity for energy assessment and review with Consumers Energy
 - Michigan Interfaith power & light

Closing Prayer

- Terri closed the meeting with a prayer

Adjourn: 2:42pm

Next Vestry Meeting: Sunday, May 20, 2018, **Tuesday** May 29 (with RSTF)

May Courier: (Vestry) Diana, due April 24th

VPOD: May 13 Holly; May 20 Barbara; May 27 James

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 of undesignated gift policy and review with Vestry	tbd	Carolyn / Michael
2/18/2018	Scenario plan for loss of top two pledging households	tbd	Finance
2/18/2018	Update guidelines for Building Use and review with Vestry	May	Dennis/Building Use Cttee
2/28/2018	Agree three to five annual goals for 2018	tbd	Terri / Vestry
3/18/2018	Create policy for Bagley Fund and review with Vestry	tbd	Carolyn/Michael
3/18/2018	Sabbatical conversation with Rector	tbd	Terri and wardens
4/22/2018	Review letter of agreement for curate Halim Shukair	May	Terri
4/22/2018	Continue commissions, Vestry job descriptions, roles & responsibilities	May	Terri / Carolyn
4/22/2018	eMail Vestry member job description document to all Vestry members – to be added to Vestry binder	End April	Michael
4/22/2018	Review environmental impact and stewardship opportunities	June	Carolyn
4/22/2018	Music Advisory team – add new members	May	Diana

Vestry meeting dates overview of year:

- May 20
- May 29 (Tuesday) with RSTF
- June 24
- No meeting in July
- August 19
- September 23
- October 21
- November 11
- December 9
- January 19, 2019 (Saturday) with Finance