

Christ Episcopal Church, Dearborn
Minutes of Vestry Meeting – Sunday, February 18, 2018

Attendance: Lynn Becker, Carolyn Blackmore (Warden), Diana Brehob, Selia Danes, Barbara Hall, Dennis Kirchoff (Warden), Michael Mroczyk, James Thornton, Holly Schanz, Mitch Yudasz, Rev. Terri Pilarski, Nicholas Bell (Clerk)

Absent:

Recording Secretary: Nicholas Bell

- Terri opened the meeting with prayer at 12.21pm, led a brief discussion based on a reading from Ephesians and read from the Episcopal Church of Scotland's Vestry Formation and Orientation recommendations on integrating worshipful church meetings

Agenda and Minutes of Prior Meeting – Nick Bell

- On January 31, 2018 Dennis made an eMail motion to approve the minutes of the January 28th organizational Vestry meeting. Michael seconded the motion. Voting remained open until February 4th and the motion passed with all nine Vestry members approving
- Review of Agenda sent out by Carolyn on email on February 10, 2018
 - Michael emailed a list of items that need to be discussed and completed by Vestry
 - Dennis, Michael and Carolyn will review and update the Undesignated Gift policy (carry over from September 2017 Vestry meeting)
 - Michael and Terri will complete the review of casual labor policy as it relates to un-bonded labor and bring an update to a future Vestry meeting (carry over from December 2017 meeting)
 - Vestry responsibility to agree three to five annual goals, as called for under the Rector's covenant of agreement, that will be developed as part of the 2018 Mutual Ministry process
 - Terri has shared Vestry job descriptions and roles & responsibilities with Vestry members and time will be scheduled at a future Vestry meeting to review and consolidate feedback
 - Building Use Committee will bring an update to Vestry in May to document the guidelines for granting use of church buildings to individuals or groups outside the parish
 - Finance will be asked to develop a scenario plan for loss of the sponsorship of the two largest pledging households
 - Emrich Retreat Center 'Carved in Stone' appeal. Nick will discuss under 'Any Other Business'

Mission Field: Purpose of the Vestry – Terri Pilarski

- Terri recapped the role of Commissions in relation to the work of Vestry. Parish Life, Finance, Property, Stewardship and Worship are the current 'active' Commissions, although important and valuable parish work is done outside these by other groups, committees and ministry teams
- The Rector and Wardens discussed reducing the number of Co-missions and/or renaming Commissions to better reflect the Mission of Christ Episcopal Church. For example: 'Listening', 'Seeing', 'Being', 'Doing'. These alternative descriptors have the potential to be more accessible for the Millennial generation
 - Vestry discussed the need for, and a value of, a Formation/Education Commission
 - Dennis believes that we would benefit from a Communication Commission (both internal and external communication)

- Communication relates to Evangelism and how we welcome people new to our church and services, but is a distinct and separate mission
- Finance and Property might continue with their names unchanged as they provide core functions for the Church and Parish
- Any change will be communicated to the Parish for understanding and engagement
- This dialog will be continued in March

New Business

Minutes of 151st Annual Meeting – Nick Bell

- Terri asked that “Revd.” (Terri Pilarski) be changed to ‘Pastor’ throughout the document
- Correct the provisional date of 184th Diocese of Michigan Annual Convention to October 26/27 and note that the location is to be determined
- With these changes to be made, Carolyn made a motion to approve the minutes for the 151st Annual Meeting held on January 28, 2018. Michael seconded the motion and the motion passed with all nine Vestry members approving

Vestry meeting dates – Carolyn Blackmore

- Correction to dates shown in the agenda:
 - The April meeting is Sunday April 22
 - Confirmed April 27/28 for the Vestry Retreat with Faith Walking. Meet in the Lounge at 6pm Friday 27th and 9am Saturday 28th. Selia will try to change her plans for Saturday 28th
 - The August meeting date will be on August 19
 - On Tuesday May 29th at 7pm Vestry members are invited to join the Renaissance Strategy Task Force meeting for its report out on recommendations

Vestry Person of the Day Guidelines – Carolyn Blackmore

- Carolyn distributed and reviewed an updated copy of the guidelines
- Carolyn will work with Erin to have each Sunday Communicator emailed to all Vestry members by Noon on Fridays
- Carolyn will email the updated guidelines and Erin will distribute a corrected copy for each Vestry binder

Any Other Business

- Nick has received a solicitation from the Diocese of Michigan Emrich Retreat Center asking for contributions to an improvement project by funding a paving brick (\$100 or \$200 donation suggested). Carolyn will include a reference in the March Courier article and consider an update about the work of the Emrich Retreat Center for the parish at a future Adult Forum
- Michael reminded the group of the Vestry Formation and Orientation document that included Vestry job descriptions and roles & responsibilities that Terri has provided to each member and requested that time be allocated to discussion of this material. This will be scheduled in March
- Diana suggested that each Vestry member indicate their provisional interest in liaison roles
 - Diana: Finance at present with an interest to change to Worship
 - Barb: Chapel Day or Blessings in a Backpack
 - James: Property
 - Dennis: Property
 - Lynn: Parish Life

- Holly: Parish Life
- Selia: Parish Life
- Michael: Finance and Property
- Carolyn: Stewardship
- Selia is considering taking a plot in the Community Garden to grow long stemmed flowers for use in Church and Chapel
- Selia asked for agreement that she and Barb follow up with a letter to people confirmed in the Parish in the past and who we have not seen in Church for some time. Selia will include a link to the Church website and a specific invitation to participate in Easter Sunday and other Holy Week services. The draft will be reviewed with Terri before mailing

Meeting Reflection and Closing Prayer

- Dennis observed that it was a good meeting, many voices were heard during open discussion and he felt the Spirit moving
- Selia commented that the meditation was effective because the group listened to a bible reading rather than reading a paper copy

Adjournment

- Terri closed with prayer and adjourned the meeting at 2:33pm

*Respectfully submitted by,
Nicholas Bell*

Next Vestry meeting: Sunday March 18 12.30-2.30pm (convene in the Library at 12:15pm)

Action items carried forward:

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
1/20/2018	Discuss Bishop Gibbs request that CEC co-fund a curate for three years	tbd	Terri
1/28/2018	Update Vestry on membership of music advisory committee	2/18/2018	Terri/Diana/Selia
2/18/2018	Review of undesignated gift policy and review with Vestry	tbd	Carolyn/ Dennis/ Michael
2/18/2018	Review of policy for un-bonded (casual) labor	tbd	Terri / Michael
2/28/2018	Agree three to five annual goals for 2018	tbd	Terri / Vestry
2/18/2018	Review and consolidate feedback on Vestry job descriptions and roles & responsibilities	tbd	Terri / Vestry
2/18/2018	Update guidelines for Building Use and review with Vestry	May	Selia /Building Use Cttee
2/18/2018	Scenario plan for loss of top two pledging households	tbd	Finance
2/18/2018	Update VPOD guidelines	March	Carolyn
2/18/2018	Courier article on Emrich Retreat Center solicitation	March	Carolyn
2/18/2018	Request plot in Community Garden to grow long stemmed flowers for use in Church	tbd	Selia
2/18/2018	Letters to people confirmed in prior years and not an active Church member, inviting to Easter services	March	Selia / Barb

- On February 22, 2018 Carolyn made an eMail motion to approve the minutes of the February 18 Vestry meeting. Michael seconded the motion. Voting remained open until February 24 and the motion passed with seven Vestry members approving, none against and two did not respond

Christ Episcopal Church, Dearborn
AGENDA – VESTRY MEETING: SUNDAY, FEBRUARY 18, 2018

Vestry members: Lynn Becker, Carolyn Blackmore (W), Diana Brehob, Selia Danes, Dennis Kirchoff (W), Barbara Hall, Michael Mroczyk, Holly Schanz, James Thornton

Presiding: Rev. Terri Pilarski; Intern: Mitch Yudasz;

Officers of Vestry: Recording Secretary: Nick Bell; Treasurer: Kevin Green

Guests:

12:20 Gathering: ROOM LOUNGE

12:30 Call to Order

Terri

12:30 Acceptance/approval of Minutes; Additions/changes to Agenda; (other electronic motions)

Nick

12:35 Opening Prayer

Terri

12:40 Meditation

12:45 Mission Field: Purpose of the Vestry

Commissions - how many commissions, what commissions, purpose of commissions, purpose of Vestry members and their role with commissions

1:30 Break

1:40 Continue with discussion

2:00 New Business:

- Approval of annual meeting minutes (if ready)
- Proposed Vestry meeting dates; overview of year

Nick

Carolyn

(February 24 – Church of Messiah)

March 18

August ~~26~~ 19

April ~~20~~ 22

Sept. 23

Retreat April 27/28

October 21

May 20

Nov. 11

June 24

Dec. 9

No meeting in July

January 19, 2019

2:10 VPOD schedule and guidelines

Carolyn

2:15 Any Other Business

2:25 Reflection/Closing Prayer

Terri

2:30 Adjourn

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
1/20/2018	Discuss Bishop Gibbs request that CEC co-fund a curate for three years	tbd	Terri
1/28/2018	Update Vestry on membership of music advisory committee	2/18/2018	Terri/Diana/Selia

NEXT VESTRY MEETING:

March Courier (vestry): Carolyn due 20th of prior month

VPOD schedule:

Feb. 25 Dennis (Lynn); March 4 Michael; March 11 Holly; March 18 Barbara; March 25 James