

St. Anne's Parish
Vestry Meeting Minutes
Tuesday, August 14, 2018

Clergy and Vestry Members Present

Rev. Tim Mulder
Linda Adamson
Monica Barry
Patrick Carlson
Carrie Dana-Evans
Ginger DeLuca
Josiah Dykstra
Mark Grimes
Bill Malicki
Doug McNitt
Tripp Trippitelli

Vestry and Executive Officers Not Present

Katherine Hilton
Jason Houser
David Huggins
Cary Lukens
Cardie Templeton

Non-Vestry and Others Present

Thea Chimento, Clerk
Steve Fisher, Treasurer
Amy Hoffman, PASA
Bob Biddle, Profile Committee
Townsend McNitt, Search Committee

- *Opening/ Welcoming of Guests*

Josiah opened the meeting at 19:00. Tim led the meeting in prayer.

- *PASA Transition*

Amy Hoffman discussed PASA's recent transition. PASA's finance manager resigned in June. PASA is taking the opportunity to consider how PASA might be efficiently and effectively staffed. PASA currently has two 25 hour per week positions— the finance manager and director. Caprice Torrano provided additional support in the afternoon, but the school has always needed additional office support and classroom support. The proposed change is for three main office positions: Director, Assistant Director (Caprice Torrano), and Finance Manager (Kirsten Hair). We will as a result have an opening for classroom support.

As a result, the PASA will need an additional \$8,000 per year. PASA will still maintain a net positive and transfer money to St. Anne's.

Questions: Can Kirsten handle the additional hours? Yes, we have spoken to Kirsten and she is confident that she can handle additional duties. Will move from 25 hrs to 37 hours per week, and she has already been helping with the transition since June.

Doug moved that the 2018-19 Expense Budget for the Preschool be increased by \$8,036 for a staffing change to change the duties of the Financial Administrator, Operations Manager, and to add an additional aide position. Bill seconded, and the motion carried by voice.

- *OTM Portfolio and Search Update*

Josiah noted that the Vestry needs to approve the OTM profile so that it can be posted so that we can accept

applications. Many thanks to the Profile Committee for their hard work. The Executive Committee reviewed the portfolio, as well as portfolios from other churches and revised the portfolio in order to make it in line with other portfolios. The portfolio is the document candidates will use to assess our church.

Bob Biddle noted that the profile is the “cover letter” for the church—it is intended to get people to look at us further. The diocese also noted that the website is extremely important. As a result, the Profile Committee also made some recommendaions to change the website. Bob noted that we are in an extremely good position relative to other churches, and that Profile Committee stands behind the revision of the Executive Committee.

Linda noted the importance of the website as it will tell the “fleshed out story” of St. Anne's.

Tim noted that his parish will be extremely attractive to a wide variety of people: we have high level of lay leadership; a blend of small city with a diversity of experience, with the challenges that make the church crucial; a role in leadership in the diocese as we are large and can function as ministry support in a geographic area; the way we navigate conflict; faith perspective and life of prayer of the parish. These factors position us as a very healthy parish.

The challenge is that as Americans become more and more busy, the church requires a greater membership for an average amount of involvement. The average active Episcoal parish has 1 out of 5 or 1 out of 6 of its members active in a church on a Sunday. One of our assets is that our area invites a high caliber of retired people, and the feact that we skew older isn't necessarily a bad thing. That membership has time and skills to give.

There was some discussion about when to cut off applications, with discussion centering around ensuring the profile is well-distributed and good candidates having a chance to apply, versus making sure the search process doesn't go on too long.

Linda moved to accept the Ministry Portfolio as corrected [minor typos]. Ginger seconded, and the motion carried by voice.

Josiah noted that Mary Sulerud will come to the next month's Vestry meeting. There will be a forum in two months to discuss the search progress.

➤ *Interim Rector's Report*

Tim distributed his report prior to the meeting. There were no questions.

Tim noted that it's been a month since we shifted service times. It has created a crunch for the Altar Guild, which we are sensitive to. The parish may want to reevaluate service times when the new rector comes.

Tim is really happy with how Jess is fitting in. She will focus on creating small groups for young adults.

Linda asked how we can engage baptismal families beyond baptism. That was discussed in the profile discussion groups. Perhaps we drop the ball in terms of reaching out to people—they feel very positive about the baptismal process, but don't continue. Tim noted that we are starting an early childhood play group and a parent foyer group in the fall. Doug noted that the parish has had a similar experience with confirmation.

➤ *Stewardship*

Patrick, Jess, Cary, Dave, and Joiah met a few weeks ago to discuss stewardship. Dave put together an analysis of our giving. Pledges had been level and then gone down; there is a slightly increased annual average pledge amount but still poor compared to other parishes. The final factor is that we have a transition year which has presented difficulties.

We are presented with an opportunity to exercise our faith and think boldly about the future. The stewardship

committee recommends that we be bold in what we ask of the congregation, encourage them to be generous. We've had a good interim process and transition; developed objectives and values to frame our stewardship campaign: proceed in faith, not fear; emphasize the distinct nature of stewardship (not transactional, more spiritual discipline, recognize that everything comes from God; emphasize the sacrificial nature of stewardship (tithing, increase giving in a sacrificial way; can be freeing); inspiration and vision should drive giving and not guilt (consider showing specific things we could do with more resources); understand that we shouldn't be ashamed of asking people to be generous—when people give significantly, they tend to give in other ways.

Theme: Faith and the Future

Goal: \$1 million (average pledge would need to rise by 18%, \$2,924 per giving unit.)

Strategies: Hire an advertising company to advise us how to conduct the campaign and think through how to use our funds; create a trifold about the campaign incorporating parish desires. Focus on individual and personal connections and be intentional about meeting with them. Have phone teams making calls. Focus on celebration at the end. Focus on one click pledging.

Timeline: set goals in August, approach bigger donors, set up one click. Kickoff in October. Have stewardship dinner be the culmination of the campaign.

Discussion centered around whether an 18% increase in giving is a reasonable expectation; how to focus the stewardship campaign (on the parish rather than expectations for the new rector); how to communicate goals to the parish; how to use the money to meet parish needs; and how to reach out to different giving groups.

Patrick moved that the Vestry set as a stewardship pledge goal for the upcoming year of \$1 million. Linda seconded, and the motion carried by voice.

➤ *Facilities Report and Requests*

Steve explained that we have a termite contract that was not budgeted for the church or the parish house. It is a 12 year contract with Home Paramount Pest Control. The contract comes with a guarantee. The cost is \$3,545 for the parish house and \$2,580 for the Church.

Tripp moved that the Vestry approve the termite contract; Carrie seconded, and the motion carried by voice.

Eric Fredland is requesting binders for holding paper archives in the amount of \$270.00 (from 1984 to 2004). These binders will be transported to the Archives Eric is researching how to deal with the digital records.

Linda moved that the Vestry approve \$270 from the General Fund to purchase binders, and to thank Madeline and Eric for their work. Tripp seconded, and the motion carried by voice.

➤ *Ministry Fair*

The Ministry Fair is September 9th. Ministries will be presenting on their work and trying to recruit volunteers; Vestry should check in with their liaison ministries to make sure they're going.

Gingernoted that maybe the ministries could come up with a wishlist that would tie into the stewardship goals.

Tim noted that we will be blessing Sandy and Ned's departure the weekend before.

➤ *Treasurer's Report*

Steve distributed the report prior to the meeting. Realm has been acquired; Seraphim has exported our data; Realm will have control of the data and will be doing sorting, purging, etc. Realm will come the first week in October, and the training environment will be set up.

Church

- Giving remained strong through July with \$73,744 which was \$3,300 better than budget. YTD Giving is \$597,733, \$20,000 favorable to budget
- Other income is behind budget, largely in funerals, but that is a good thing.
- Total income is \$16,004 favorable to budget after 7 months
- Total expenses of \$685,159 are \$32,192 or about 2% favorable to budget across most accounts.

- Net income is \$48,237 favorable to budget

Cemetery

- Net Income is \$(1,600) unfavorable to budget as the rain has helped the grass cover all.

PASA

- PASA ends its fiscal year \$8,096 favorable to budget although results are still preliminary
- Lori Lashgari, PASA financial administrator, resigned her position effective in July. Kirsten Hair, church financial administrator, will add Lori's financial duties to her position

Endowment

- July was a good month for the markets with \$105K of investment income. YTD is now \$136,150. Investment Committee considering reducing bond exposure as interest rates rise.

➤ *Announcements/Approval of Minutes/Open Floor*

Deferred to next month.

➤ *Closing*

Linda led the vestry in prayer, and the meeting adjourned at 21:22.

Respectfully submitted,

Thea Chimento