

ST. LUKE'S EPISCOPAL CHURCH

Vestry Meeting Minutes

June 18, 2015

Vestry present: Rev. Sandi Kerner, Ben Bruno, Peter Boone, Anne Larrick, Cindy Coleman, Elizabeth Forrest, and Jon Brew. Stew Wolfe present through electronic communication.

Vestry Absent: John Rick, Rick Cole

Opening Prayer: Rev. Sandi Kerner led prayer. All read and responded to Ephesians 4:1-7, 11-13. Anne Larrick recommended that vestry members consider joining an Education for Ministry (EFM) class or a Stephen Ministry class, both of which will be held this fall if there is enough interest.

MOTION PASSED: The vestry voted to approve Vestry Minutes of May 21, 2015 meeting.

A question was raised by Anne regarding the numbers reported as totals in the financial reports and in the vestry meeting minutes. Cindy explained that the totals on the Analysis of Revenues and Expenses – Detail report does not include the money in restricted funds. The request was made to start reporting the Summary of All Restricted funds by month to make it easier to determine what actual revenue and expense are at any given time.

Rector

Sandi reported that she officiated at the wedding of Pat and Larry Lyons. She will be performing a wedding July 3, 2015 at the Wren Chapel in Williamsburg of Kay and Fred Powell's daughter.

There will be a baptism June 28th for Shannon Ogle's son.

Sandi will be in England July 10-24, returning on the 24th to attend her niece's wedding in NY state that weekend and returning home July 27.

Rev. Martha Jenkins will substitute at the 8:00 service while she is gone. Morning Prayer will be held for the 10:00 service in her absence.

Currently we have Tammy Rogers in the church office on Monday, Tuesday and Friday mornings. Melissa Johnson has volunteered to be in the office on Wednesday and Thursday mornings. Nancy Foster started as our financial assistant on June 1, 2015 and is in the parish hall from 2:00 to 4:00 on Monday afternoons. She has access to the financial program from home and will finish work there as necessary. We are paying her \$525 per month.

An IT person named Mike Hayes connected all computers on the property to one another and to the printer. He also did some troubleshooting on the computers.

MOTION PASSED: Stew Wolfe and Steve Moore were elected as delegates to the 2016 Diocesan Council. Rick Cole and Ben Bruno were elected to serve as alternates.

Sandi informed the vestry that Jim Doyle would like to donate a memorial for Carol Doyle. The exact nature of the donation has not been determined, although an outdoor picnic pavilion is one possibility.

Sr. Warden

Ben and Sandi met with Mike Kerr (who manages endowment funds for all of the dioceses in Virginia) to discuss legacy giving. He is willing to come and talk to the entire vestry and the trustees to make recommendations pertinent to our endowment funds. The vestry expressed interest in hearing Mike Kerr and in having discussions about possible changes to the way our endowment funds are structured and managed. Sandi mentioned a possible new fund for mission and outreach for our 175th anniversary to be named "Beyond the Walls".

Ben mentioned that he will be sending cards to new members to welcome them.

Jr. Warden

Peter Boone tried to reach James Shore regarding painting the church, but has had no response. He will try one more time and then look for someone else if he does not hear from James.

Jay West is coming this weekend to look at the poison ivy on the church property to see if he can do something about it. Ben also suggested calling Billy Davis with Arborscapes to get a quote.

Peter has secured bids from Bobby Quinn for 4 scenarios regarding replacement of the heating and AC unit in the basement.

1. To repair the current heater would cost \$1189

2. To replace the current heat unit (propane) would cost \$5860
3. To replace the current AC unit (12.5 ton) with a 7.5 ton AC unit would cost \$11,740
4. To replace the current system with a 7.5 ton heat pump and 15kw back up heat would cost \$13,290

Stew requested that Peter ask about the SEER rating for each option. Peter will seek this additional information.

The total the church received from the road project was \$8,031. Cindy needs to know what account to place this money in.

Ben thanked John Rick and Peter for overseeing the road project on our behalf. Sandi also thanked John Rick and Betty Handy for their help in negotiating with VDOT.

COMMISSION REPORTS:

Fellowship:

Elizabeth Forrest reported that we had a successful end of school year picnic.

Lemonade on the lawn is underway and going well to provide refreshment following the 10:00 service.

Elizabeth plans to form a formal Fellowship Committee and will begin meeting in September.

The knitting guild will provide shawls for Sandi to take with her to England and give to participants in the retreat she will be running this summer.

Stewardship:

Ben is working on ideas for a new stewardship theme. He has looked at a website for southsidechurchva.org that was recommended by Stew.

Communications:

Stew has been unable to update the website for a couple of weeks due to breaking his foot.

He has been looking at applications to allow better email communication. Elizabeth reminded everyone that ACS does this – with Realm we can create groups. Sandi is going to ACS training on June 24. Stew requested that she ask if the program allows templates to be made for sending out e-news.

Stew brought up the possibility of broadcasting our Sunday service from the church. Since he has been unable to attend due to his recent injury he thought this might be a good thing for those who cannot attend in person. Elizabeth wants to look into the security involved with live streaming video. It was also suggested that the service could be recorded and posted as a video later.

Jon wondered why there was a need for a new method of email communication. Stew explained that AOL does not allow the formation of groups. It was also mentioned that people wish to get the information in the body of the email, not as an attachment.

Jon commented that some members of the congregation think we use email too much and should do more communication by phone.

Youth Christian Formation: (report attached)

Anne reported that adult opportunities for the summer include Prayer and Share for women and Holy MOCS (Men of the Church) for men.

Youth opportunities include Camp Chanco and Vacation Bible School. Bible school this year will be based on the Chronicles of Narnia and will run Tuesday to Friday, August 11-14, from 5:30 to 8:00 for ages 3 to grade 5. Older students may attend as helpers.

Outreach: (report attached)

Jon and John Rick are considering ways to bring Charity with Dignity (based on the book *Toxic Charity*) to St. Luke's outreach endeavors. He has had discussions with Connie Harriss about outreach projects that the church used to do but has given up for some reason. Jon hopes to focus on building on our Senior Luncheons to increase our support of seniors in the community. He also wants to work with the youth to develop a possible entrepreneurial project that could be taken out into the larger community at some point.

Elizabeth brought up the idea of having older students and retirees tutor disadvantaged students.

Cindy reported that she is meeting with someone about Madeline's house and will forward the information to Jon.

Jon discussed the idea of matching people to outreach. Elizabeth suggested an Outreach Sunday to have table set up to explain various outreach efforts and recruit new help. She mentioned that the "outreach fair" could be made part of a broader "Fall Festival" that would include yard sale, bake sale, antique and Brunswick stew sales.

Sandi mentioned that something might also be done in conjunction with a trail race that Maureen Benway is working on as a way to raise money for J2A.

Elizabeth asked if it would be possible to start a community garden that older people could get to. Jon said the food pantry is interested in the garden idea.

Finance: (multiple reports attached)

The May year-to-date operating account income was \$93,660 and May year-to-date expenses were \$92,625 (from the Analysis of Revenues and Expenses Report). Next month's objective for financial reporting will be to report on both the operating account and the temporary restricted accounts balances.

On July 12, a pre-audit will be done for the 2014 financial review. Herb Bickle and Rich Wolkiewicz will be the two reviewers and Greg Dunaway and Jeanette Pugh will be present.

Reminder:

The vestry will meet on Sunday the 28th of June following the 10:00 service to work on long term vision. Peter will bring donuts. Ben will bring sandwiches.

Closing Prayer: Led by Sandi

Meeting adjourned at 8:45 PM.

Respectfully submitted,

Anne Larrick substituting for Janet Tucker, Register