

ST. LUKE'S EPISCOPAL CHURCH

Vestry Meeting Minutes

March 19, 2015

Vestry present: Rev. Sandi Kerner, Rick Cole, Ben Bruno, Anne Larrick, Jon Brew, John Rick, Stew Wolfe, Peter Boone, Elizabeth Forrest and Cindy Coleman.

Vestry Absent: none

Ben Bruno distributed a copy of "How We Live and Work Together in the Episcopal Diocese of Southern Virginia". The group read aloud responsively the Norms.

Opening Prayer: Rev. Sandi Kerner opened the meeting with prayer.

MOTION PASSED to approve Vestry Minutes of January 15, 2015 as corrected.

Sr. Warden – (report attached)

Highlights of Ben Bruno's report included how he will conduct meetings as Sr. Warden, giving each an opportunity to ask a clarifying question and everyone an opportunity to discuss until no more questions are asked and a recommendation is made. He also stressed the importance of keeping these discussions confidential.

Ben also complimented Connie Harriss for her help in encouraging additional pledgers.

Ben announced that 13 individuals had contributed \$3,500 toward the HVAC replacement. Sandi then announced that one additional contribution of \$2,000 had been received for a total of \$5,500.

Jr. Warden

Peter Boone mentioned the HVAC payment and discussion ensued about which account the final payment will be allocated to.

Peter announced that we only had to have snow removed once.

He will be making calls for help with removal of leaves and sticks to clean up the grounds the Saturday before Holy Week.

He also plans to have a Spring clean-up day in May. He would like to make it a family social event and plans to set up the grill in hopes that folks will stay and eat after completing their work.

Rector

Rev. Sandra Kerner announced that the Parochial Report had been approved by the vestry by email since they were unable to meet in February. The report was sent to the Diocese.

Rev. Sandra Kerner also announced that she, Anne Larrick and Betsy Moore had attended 50 hours of training in Stephen Ministry which was supervised by the Stephen Ministry Leader at Manakin Episcopal Church. Both Anne and Betsy will be commissioned this coming Sunday. A handout was distributed: [Tell me more about Stephen Ministry!](#)

COMMISSION REPORTS:

Worship

Emma Louise Bayarski will be baptized at St. Luke's on Sunday, April 19th.

Rev. Sandra Kerner will officiate a wedding at St. Luke's on Saturday, June 6th. (Larry Lyons)

Sandi will also officiate a wedding for the daughter of Kay and Fred Powell on July 3rd at the Wren Chapel at the College of William & Mary.

During Holy week, The Rev. Brian Stephens, Pastor of Mt. Zion Baptist Church and President of the Powhatan Ministerial Association, will preach on Wednesday, April 1st at the 12 Noon service. Other community pastors will also lead us in worship.

Fellowship

Elizabeth Forrest announced plans for an Easter Egg Hunt and Brunch on Easter Sunday.

She also announced plans for an Agape Meal on Maundy Thursday, April 2nd. Pat Bodhan and Elizabeth will be responsible for meal preparations. After the meal there will be the Liturgy of the Word for the Holy Eucharist for Maundy Thursday, including foot washing, before processing to the church for Holy Communion and stripping of the altar.

Elizabeth is trying to form a fellowship committee to meet once per month. A fall fund raiser is also being considered.

Communications

Stew Wolfe announced that the church website has been completely updated. He was inspired by a presentation at the Diocesan Council.

Youth Christian Formation

Anne Larrick announced that both the J2A and Catechesis groups presented at one of the Lenten suppers. They also made and served spaghetti as a fund raiser.

J2A will have their Urban Adventure the first weekend in May. They will be going to DC. This group also made and sold chili as part of their fundraising.

Adult Forum –

Anne Larrick announced that the average attendance in adult forum has been 10-14 people each week. The third Sunday in January and February the group prepared meals and baked cookies for The Gathering.

Topics of discussion have included:

If God had to rewrite the 10 Commandments today, would they be the same?

If you could ask God any question, what would it be?

-Is it a problem if your spouse/partner doesn't worship the same or come to church with you?

What book and/or movie had the greatest impact on your life and why?

John Rick led a discussion about the Bishop assisting under the Bp of Maryland who killed a cyclist while DUI. The group discussed forgiveness and addiction during that session.

Welcome to St. Luke's

Rick Cole reported that he plans to meet with Sandi to discuss new visitors and what stage they may be in possibly becoming new members. He also mentioned that more signage is needed to help direct visitors to restrooms. He also suggested that we all need to be more purposeful in welcoming visitors.

Outreach (report attached)

Jon Brew and John Rick will co-lead a discussion featuring the book "Toxic Charity" by Robert Lupton at the next Lenten dinner. Terry Paquette from the Powhatan Chapter of Habitat for Humanity will attend as a guest speaker.

Finance (report attached)

Cindy Coleman distributed reports generated from the new ACS system which included a detailed analysis of revenue and expenses and a statement of activities. The spreadsheet detailing a quarterly comparison of invested funds is being established in ACS.

Income was down for February and we speculate it is attributed to the bad weather and snow which made it difficult for people to attend. Rev. Sandra Kerner commented that March has 5 Sundays plus Easter is near and she is hopeful this will help make up for the shortfall in February.

Rev. Sandra Kerner announced that the Trustees will be meeting next week to review investments. Anne Larrick suggested that the Trustees give a report to the vestry each month on status of endowment accounts and occasionally attend a vestry meeting to learn what the vestry wants to see from the Trustees. Anne also said the vestry should be receiving a quarterly report from the institution(s) where the accounts are being held.

Anne Larrick suggested that the vestry do some long range planning to build on our recent work developing a statement of who we are, specifically including financial planning that will enable us to carry out our plans.

Elizabeth Forrest suggested that a workshop be held for the vestry and the Trustees to discuss how and when we should make changes to investments. Ben Bruno said he will meet with Rev. Sandra Kerner and set a date for such a workshop.

HVAC payment. We are currently \$1,500 short. Although payment has been made from the general fund, there was discussion regarding whether it should be taken from the building fund. A decision on reallocation needs to be made.

New Business:

Church office staffing: Ben Bruno distributed copies of a Recommendation to improve the financial and administrative functions at the church that was prepared by Rich Wolkiewicz. Job descriptions of proposed staff were also distributed. Discussion followed analyzing the proposed staffing changes and estimated additional burden to the budget. Decision to vote on recommendations was deferred at this time.

Rector's Salary: Ben Bruno distributed a chart with data provided by the Diocese on clergy compensation. After consideration of two proposals a **MOTION was APPROVED** to give Rev. Sandra Kerner an increase of \$5,000 inclusive of pension and housing to be retroactive to January 1, 2015. The clergy housing portion will be withdrawn from the Clergy Housing Fund. The vestry also pledged to commit to a plan to generate enough money to repeat the \$5,000 increase in 2016.

Closing Prayer: Led by Stew Wolfe.

Meeting adjourned at 10:30 PM.

Respectfully submitted,

Janet Tucker, Register