

Vestry meeting minutes

February 11, 2018, 1:00 pm

Present:

Gary Allen, Junior Warden
Barbara Brecht, Senior Warden
Kieran Cannistra
Sue Davidson
Randy Ericson
Ryan Hill
Maddy Ouye
Crystal Parker
Anne Parks
Kerlin Richter, Rector
Paul Strand

Absent:

Karen Dollar, Treasurer
Tracy LeBlanc, Deacon
Derek Moyer

Opening

- Barbara opened the meeting in prayer at 1:06 pm.

Approval of January Minutes and Reports [Barbara]

- Randy moved to accept the [14 January, 2018](#) minutes and Anne seconded. The motion passed unanimously.
- Remaining items from 12 November minutes:
 - Madeline recommended that Paul explore what need be done to improve our digital security, as recommended in the audit. He has a document of basic security practices that's already ready already and will mail it to Barbara and Kerlin.
- Remaining items from earlier minutes:
 - Kieran to investigate giving by text. She will give an update during a future meeting.

Welcome of New Vestry Officers [Barbara]

- Sue Davidson and Ryan Hill are brand new to vestry. Crystal Parker is semi-new; she has been officially voted in as of January's Annual Meeting.

Kerlin's 2017 Performance Evaluation [Barbara]

- Kerlin's 2016 evaluation was submitted 2 months ago.
- Kerlin's 2017 evaluation has been finalized.
- Going forward, we will be creating a Covenant of Ministry.

Approval of Receipt of Reports [Barbara]

- Randy moved to accept the February officer reports and Crystal seconded. The motion passed unanimously.
- Junior Warden Report:
 - There was a break-in last month into the office at 3:15 AM. The iPad was stolen. Barbara has asked Gary to follow up a police report so that the police will monitor the property more frequently.
 - There has been someone camping and having a fire by the entrance to the preschool. Gary has looked into putting a gate or fence near the entrance. Crystal made a motion to authorize an expenditure of up to \$1,000 to address the security and access issue to the preschool. Randy seconded. Motion passed unanimously. Randy motioned to make an addendum to the above motion to authorize the wardens to make the decision on the gate/fence preschool situation. Crystal seconded. Motion passed unanimously.
 - The brush out front of the church has been cut and the bill was only \$320.

Ordination to the Transitional Diaconate for Lindsay Ross Hunt [Kerlin]

- Lindsay Ross Hunt has been off at seminary in Louisville, Kentucky for 3 years. They are offering her the Ordination to the Transitional Diaconate. St. David's is her faith community and sponsoring church, so Vestry officers must sign a form to approve this.
- Lindsay will enter the Transitional Deaconate for 6 months and then will be ordained as a priest.

Financial Update Information: YTD 2018 [Barbara, in Karen's absence]

- There was a double payroll in the month of January, because the Diocese moved up Payroll 15 days.
- Pledges were up!

Update on Architects for Master Plan Proposal [Barbara]

- Barbara and Kerlin met with the St. David's pro bono lawyer who Wayne Landsverk connected us with. She went through the contract and has written some language that Kerlin and Barbara can present back to the architect.
- We will do the Master Plan with this architect first before we sign anything about the roof project.
- The leak in the cupola hasn't been a problem since last year.
- Ed Dobbs is a retired architect and is willing to offer his expertise as well.
- We are looking at creating a committee for all of this work and involving people who have expertise in this (architects, engineers, grounds etc.), so that there is good input and oversight.
- Barbara wants to create committees that will then help with some of this administrative work, so people with actual expertise can do this work.

Standing Committees [Barbara]

- St. David's will create four standing committees common to most Episcopal Churches: Executive, Finance, Building and Grounds and Personnel. Ideally, a Vestry Member will be on each committee, as well as non-Vestry parishioners. If you are interested in any of these committees, please send Barbara an e-mail.
- Crystal brought up Safe Church Training. Everyone is supposed to be trained, but the Diocese doesn't offer training. Kerlin is working on this and has suggested the Vestry writing a letter to the Diocese demanding that they offer the online version of this training for people. In the meantime, Erin is doing background checks on people (which is a piece of the Safe Church Program).
- Barbara spoke briefly about the two services attendance. It has been good, though children's attendance has been down. Please pray for the children, the families of the children, Godly Play, and Children's Liturgy.
- Kerlin mentioned the goal of moving children into existing roles so that they can be a part of our service. For example, having children be Eucharistic Ministers and Readers (instead of starting an official acolyte program).

Praying the Directory [Barbara]

- We are going to start praying the Directory again this year. We will pray for our letter group for one month and then change.
- We divided the Directory as follows:
 - As: Crystals
 - Bs: Paul
 - Cs: Randy
 - D-G: Sue
 - H-I: Gary
 - J-L: Ryan
 - Ma-Mc: Kieran
 - Md-Mz: Maddy
 - O-R: Barbara
 - S: Derek
 - T-Z: Anne
- Barbara will send out the suggested text we use when we pray.
- Erin will print out new directories as well as send a PDF to us, so we know who to pray for.

Rector's Report, Ministry Updates, and Mission and Vision [Kerlin]

- Kerlin is excited and thrilled with how the shift to two services has been going. Adult Formation had over 20 folks in the conversation on *Searching for Sunday* today.
- Kerlin is working on figuring out the next Adult Formation topic/book. Please let her know if you have ideas.
- The Strategic Planning process has yielded the need for a lot of different teams.
 - Kerlin,Carolynn Rudy, Christine Hill, and Doug Upchurch are a part of the **Ministry Development Team**. They will be looking for people to populate the teams that have come out of the Strategic Planning process. They will be sending out communications soon, as they will need Vestry Liaisons.

- **Parent Engagement Team:** This team will provide long-term stability. This team has started to form already due to Jessie's departure for CDSP.
- Andrew Weygandt has taken over **youth ministry**. He is currently entirely volunteer, so the youth are meeting only 2 times per month (in between services).
- **Stewardship and Finance Team:** Madeline Moore has agreed to chair this committee. This team will oversee stewardship and capital campaign, as well as look into setting up an endowment. The team will be looking at longer term financial stability. St. David's is invited to stewardship and finance training in Salem this Saturday, February 17. Jeanne Kaliszewski, Madeline Moore, and Kerlin will be attending. There are still 2 free spots, though, so let Kerlin know if you're interested.
- Greg is our new Seminarian Intern. He is former military (Marines and Coast Guard), and he is currently working on his Master's in Social Work at PSU, as well as in the process of becoming a Deacon. He will be with St. David's through the end of August and will be focused on putting together a **Pastoral Care Team**. Tracy and Kerlin will supervise Greg.
- Kerlin is very happy with how the Two Services transition has been going. The numbers have stayed the same (about 60 people per service). We are seeing people and welcoming people who we wouldn't normally see. We've had visitors come once who are now in for the long haul.

Adjournment

- Kerlin closed us in prayer. We adjourned at 2:41 pm. Our next meeting will be a Sunday, 11 March, at 1pm.

Respectfully submitted,

Kieran Cannistra, vestry clerk, with thank to Maddy Ouye for taking detailed notes during the meeting