

Vestry Minutes, November 12, 2017, 12:30 pm

Present:

Gary Allen, Junior Warden
Barbara Brecht, Senior Warden
Kieran Cannistra
Karen Dollar, Treasurer
Randy Ericson
LeRoy Goertz
Tracy LeBlanc, Deacon
Madeline Moore
Maddy Ouye
Crystal Parker
Kerlin Richter, Rector
Paul Strand

Absent:

Rachel Larsen
Derek Moyer
Anne Parks

Opening

- Barbara opened the meeting in prayer at 12:35 pm.

LeRoy

- LeRoy is being called to focus on his project, [*The Art of Reconciliation*](#), and will leave the Vestry at the end of this year.

Approval of October minutes

- Madeline moved to accept the [8 October, 2017](#) minutes and Paul seconded. The motion passed unanimously.
- Remaining items from 16 July minutes:
 - Rachel volunteered to investigate a photo directory. She will give an update during a future meeting.
- Remaining items from earlier minutes:
 - Kieran to investigate giving by text. She will give an update during a future meeting.

Approval receipt of Reports

- Randy moved to accept the November, 2017 officer reports and Maddy seconded. The motion passed unanimously.

Financial update information: YTD 2017; pledge amount received to date [Karen]

- For the year, we're ahead \$16,000. Things are going well.
- We received \$25,000 (the second of three annual payments) from the Diocese for the kitchen.
- The roof money from the auction has been added to the renovation account, so there is almost \$80,000 total in the roof account.

- We have had a remarkable response to our call for pledges. We are, to date, \$136,000 in pledges, with more likely coming in. We expect that we'll have more than 100 pledgers, this year. Stewardship month was very helpful.
- Over the next few weeks, Kerlin will follow up with existing and new families who have not yet pledged.
- Will continue to look at pledges received in order to identify pledge budget for 2018

Audit [Karen and Barbara]

- LaRhette Swann is working with others on completing an inventory of the church, as recommended in the audit. The completed inventory will be stored in place yet to be determined.
- 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.

Update from the Strategic Planning Committee [Madeline and Doug]

- The Strategic Planning Committee created the St. David's of Wales Strategic Playbook, a response to six planning questions (adapted for our own circumstances). [Doug Upchurch prepared a deck](#) that introduces that Playbook. **IMPORTANT NOTE: The deck should not be shared at this point as it is still in process and we do not want to create confusion.**
- The committee will share the playbook with the parish in the annual meeting on 21 January.
- 25 November: Strategic Planning Committee meeting to discuss our response to the presentation.

Annual Meeting: 21 January, 2018 [Barbara]

- Kieran will create a signup form for Vestry and the hospitality team to ensure we have enough for a sandwich bar and enough setup and cleanup helpers that *nobody* need be in the kitchen during the all-Parish meeting. **Update:** [Here is a link to the signup.](#)
- Kerlin will talk to Jessie about scheduling childcare during the all-Parish meeting.
- The Strategic Planning committee will get the biggest chunk of time during the meeting.
- We will present the budget and officer reports during the meeting.
- We will elect Convention Delegates during the annual meeting, and any new Vestry members that need to be elected.
- Barbara and Kerlin will put together a tentative agenda for the annual meeting for the December Vestry meeting.

Update on architects for the Master Plan proposal [Barbara]

- The committee is working through meetings, references, bids and such needed to make a final decision. They will have one for us for the 10 December meeting.
- Crystal and Gary dealt with a leak in the belltower.

Update on safety issues [Barbara and Gary]

- Regarding the “No Trespass” agreement, application, there are currently 425 applications. In the meantime, we should call the Portland Police Bureau non-emergency number: 503-823-3333.
- Syringes and other hazardous materials are sometimes found on church grounds. We are getting a sharps box, plastic gloves and tongs. We will conduct training to teach us the best way to collect and dispose of sharps.
- Crystal investigated a gate for the parking lot; they appear to cost \$1,500, minimum (without installation). We will not install a parking lot gate at this time.
- Crystal is looking into options for a private security firm, as well as neighborhood patrols.
- Crystal and Gary will investigate options and cost to add a gate to the stairwell leading to the preschool.

Rector’s performance evaluation [Barbara]

- We completed the 2016 evaluation last week; we’ll complete the 2017 evaluation in January, 2018. We will then move to “Covenant of Mutual Ministry,” which we’ll develop by the end of February, 2018.

Rector’s report, ministry updates and mission and vision [Kerlin]

- Kerlin will meet with graduating Vestry members to discern with them about serving a second term. Madeline, Rachel, Kieran, Barbara. LeRoy is resigning, this year, which will open up a one year slot on the Vestry.

Deacon’s report [Tracy]

- Tracy will serve as liaison with the Altar Guild.

Adjournment

- Crystal closed us in prayer. We adjourned at 2:07 pm. Our next meeting is Sunday, 10 December at 12:30pm.

Respectfully submitted,
Kieran Cannistra, vestry clerk