

**CHRIST EPISCOPAL CHURCH**  
**Vestry Minutes**  
**February 21, 2010**

The meeting was called to order at 12:00 P.M., by Mark DeMichele, Senior Warden, with a prayer for our mission. Rick Wilson was absent and excused.

**Minutes of the 01.17.2010 Vestry Meeting:** *Suzie Heap* It was moved Ireland/Skelly to approve the minutes as E-mailed to Vestry.

**ORGANIZATION & STRUCTURE OF THE VESTRY**

**A. OFFICERS**

1. **Senior Warden appointment:** Fr. Edward Harrison, Rector, appointed Mark DeMichele as Senior Warden for 2010 Vestry year.
2. **Junior Warden election:** It was moved DeMichele/Sandke to elect Frank Gibbons as Junior Warden for 2010. All were in favor
3. **Treasurer appointment:** Terry Farrelly was appointed Treasurer for the 2010 Vestry year.
4. **Vestry Clerk appointment:** Carla Fargo was appointed Vestry clerk for the 2010 Vestry year. She will replace Suzie Heap who has held the position since 2007.

**B. CANONICAL COMMITTEES**

**I. Finance Committee :** The Finance Committee is comprised of the following members:

- 1.) Treasurer, Chair, Terry Farrelly (*ex officio*)
- 2.) Senior Warden, Mark DeMichele (*ex officio*)
- 3.) Junior Warden, Frank Gibbons (*ex officio*)
- 4.) Edward Harrison, Rector (*ex officio*)
- 5.) Bill Green

**II. Resource Development (Stewardship)**

1. **Stewardship/Pledging) Committee:** This committee is comprised of the following members:

- 1.) Hal Skelly,
- 2.) Senior Warden, Mark DeMichele,
- 3.) Treasurer, Terry Farrelly, (*ex officio*),
- 4.) Edward Harrison, Rector.

Year 'Round Stewardship is a sub-group of this committee charged to look at the entire church year and organize time, talent and treasure.

2. **Planned Giving :** This committee is comprised of the following members:

- 1.) Vicki Morris,
- 2.) Sam Ward,
- 3.) Betty LeMoyne,
- 4.) TamiSandke,
- 5.) Senior Warden, Mark DeMichele (*ex officio*),

6) Edward Harrison, Rector, (*ex officio*)

**3. Investment Committee:** This committee is comprised of the following members together with their date of rotation. Members of this committee are in compliance with the charter adopted by the Vestry  
1.) Sam Ward (2013), 2.) Glover Ferguson (2013), 3.) Lou Barnum (2011) 4.) Barbara DeMichele (2013), 5.) Bill Huck (2012).  
6.) Edward Harrison, Rector (*ex officio*) and 7.) Mark DeMichele, Sr. Warden, (*ex officio*)

### **III. Policies and Procedures**

The members of this committee are:

1.) Cyndi McCleary, Chair and 2.) Steve Crawford

### **IV. Properties Committee:**

The Members of this committee are:

1.) Rick Wilson, Chair, 2.) Bud Edney, 3.) Russ McKee, 4.) John O'Brien, 5.) Arie Van Vugt, 6.) Junior Warden, Frank Gibbons (*ex officio*),  
7.) Senior Warden, Mark DeMichele, (*ex officio*) and 8.) Edward Harrison, Rector (*ex officio*)

## **C. MINISTRY LIAISONS**

1. **Service** - Sarah Shealy Stump
2. **Worship** – Steve Crawford
3. **Evangelism** –
4. **Christian Formation** – Lissy Rooney
5. **Pastoral Care** – Nancy Iverson

## **D. STRATEGIC PLAN OVERSEERS**

E. Vestry members serve as overseers here.

1. **Organization & Structure** – Frank Gibbons
2. **Member Involvement** – Vicki Morris
3. **Service/Outreach** –
4. **Worship** – Steve Crawford
5. **Christian Formation** – Lissy Rooney
6. **Parish Day School** – Tami Sandke
7. **Facilities/Grounds** – Rick Wilson
8. **Communications** – Sarah Shealy Stump
9. **New Member Involvement** – Hal Skelly
10. **Pastoral Care** – Nancy Iverson
11. **Staffing** – Terry Farrelly
12. **Hospitality & Fellowship** – Sarah Shealy Stump
13. **Funding & Stewardship** – Mark DeMichele

## OFFICER REPORTS

1. **Senior Warden – Mark DeMichele.** Welcoming Remarks and Challenges: Mark announced that on Thursday February 25, 2010 there is a ½ day Welcome Orientation scheduled for incoming Vestry.  
Vestry Retreat Update: The Vestry Retreat will be held on March 6, 2010 at the Coronado Cays Yacht Club. Vestry members have made known their lunch choices for that day. The agenda for the 2010 year is currently being developed Vestry input is needed to address the Capital Campaign, the Property Committee and the Strategic Plan.

Mark spoke to an appearance of a conflict of interest issue on the part of two Vestry members who are paid members of CCDS staff. These Vestry members were seated on the Vestry in accordance with the By-Laws as they are currently written. If a CCDS financial issue comes before the Vestry the members in question will decide if they need to recuse themselves from voting on the issue, to avoid any concern of a conflict of interest.

2. **Junior Warden – Frank Gibbons.** No report for this meeting
3. **Treasurer – Terry Farrelly..** Terry gave each Vestry member present a Financial Statement as of January 31, 2010 and a Balance Sheet as of January 31, 2010.. Terry drew Vestry's attention to the % of Annual Budget column for Receipts and Expenses.
- 4 **Clerk – Suzie Heap** The clerk made certain that each Vestry member present gave an OK to Vestry 2010 Roster information. The Vestry 2010 Roster was forwarded by E-mail to each member of the Vestry, the new clerk, Carla Fargo and the Rector, Edward Harrison.
5. **Rector's Report – Edward Harrison** Edward extended a warm welcome to the new and returning Vestry members. He said that we are experiencing exciting times for Christ Church. This 2010 Vestry year will be a lot of work as members take the challenge to assess what needs to be done and work together to lay the foundation for the years to come.  
He invited the Vestry to bring their heart and best thinking to how we together can best serve our church community. **THINK:** People, Programs, Life, Growth, Care and Vision.

## CANONICAL COMMITTEE REPORTS

**Planned Giving:** *Vicki Morris* Vicki reported on three items. There will be a note about the Legacy Circle in next week's eBlast and bulletin.

A Legacy Circle Seminar is scheduled for March 14<sup>th</sup> at 9 A.M. Adult Forum.

There will be a note about Individual Endowment Funds in early April.

**Property:** *Frank Gibbons* Frank reported on six items.

Property Committee Meetings. The last meeting was held on January 25<sup>th</sup>. It was decided that the monthly meetings would be held on the 4<sup>th</sup> Wednesday at 4 P.M. in Hinde Hall. Therefore the next meeting is scheduled for Wednesday, February the 24<sup>th</sup>.

CCDS: Bud Edney, a representative from the Day School will become a member of the Property Committee.

Youth Center Renovation: The Committee reviewed the cost estimates for renovation of the Youth Center and recommended proceeding with the project.. The project cost is \$5500 and the Thrift Shop has donated \$1500 towards the effort. We hope to raise the rest of the funds through a special offering on March 14<sup>th</sup>. The youth group will handle the painting and other minor repairs themselves.

Termites: The Committee reviewed two proposals to fumigate the sanctuary, Hinde Hall and the Day School. Because of the high cost - \$20,000 and the damage that might occur to the roof and other structures the Committee agreed to review other spot methods that would not require tenting the property.

Work Days: The next Green Thumb Gardening Day is scheduled for Saturday March 27<sup>th</sup> and the spring Parish Work Day is scheduled for Saturday June 12<sup>th</sup>.

St. Claire's Cottage: IAW Strategy # 7.1 – the Committee will perform a condition assessment in March to serve as the basis for the cost estimate to renovate/repair the cottage. Funds from the special offering remaining after renovation of the Youth Center will be applied to this project. The Montessori School will vacate permanently as of June 30<sup>th</sup>.

**Finance:** *Terry Farrelly.* The Budget for 2010 reflects the loss of the Montessori School rental income.

**Stewardship:** *Hal Skelly* The Year 'Round Stewardship will meet on the 22<sup>nd</sup> of February. The schedule is fluid and will be set at the Vestry Retreat.

**Day School:** *Kathleen Ireland* Kathleen reported that due to family illness Amanda Preston has asked to be relieved of her CCDS Board position. The Vestry moved Demichele/Morris to approve the appointment of Nancy Hartigan to step into Amanda's spot until June. All were in favor. The Vestry does approve all members of the School

Board. A committee of Kathleen Ireland, Sarah Shealy Stump, Alejandra De La Lama and Ken MacLeod have been working on the matrix. They have met twice and are ¾ of the way through the process.

Kathleen announced that she has accepted the position of Administrative Assistant in the front office of the church and will be stepping down from the Vestry effective March 1, 2010. Her absence from the Vestry will leave a spot to be filled for this 2010 Vestry year. Kathleen was due to rotate off in 2011.

**OLD BUSINESS:** No old business.

**NEW BUSINESS:** It was suggested that a short monthly update/report from the Vestry liaisons to the five ministries might be a helpful way to keep everyone in the loop

**CLOSING PRAYER:** Vestry stood in a circle, mentioned special prayer intentions, and prayed the Lord's Prayer in unison.

There being no further business the meeting was adjourned at 1:30 P.M.

Respectfully submitted,

Suzie Heap  
Clerk

#### IMPORTANT DATES

3<sup>RD</sup> Sundays at 11:30 A.M. Vestry meetings

March 6<sup>th</sup> 9 A.M. – 2 P.P.M. Vestry Retreat at Coronado Cays Yacht Club

March 7 -9 Western Association of Schools and Colleges accreditation visit to CCDS

April 4<sup>th</sup> – Easter Day

April 10 – 24 Israel Pilgimage

