

**CHRIST EPISCOPAL CHURCH**  
**Vestry Meeting**  
**January 18, 2009**

The meeting was called to order by Fr. Edward Harrison, Rector, at 11:22 A.M., with a prayer for our mission and for the safety of Vestry members who are now traveling. Vestry members Don McCleary, Sam Ward and Laura Deitrick were absent and excused. The Behavioral Covenant was read in unison by the Vestry.

**Minutes of the 12.14.08 Vestry Meeting:** *Suzie Heap* It was moved Ireland/Ketts to accept the December minutes as e-mailed.

**Parish Ministry Reports:** No reports were given. Parish ministry reports will be submitted for the Annual Meeting.

**Rector's Remarks:** *Fr. Edward Harrison.* Edward reported that he and his wife Teresa love the Rectory.

**Remarks of the Senior Warden:** *Sam Ward.* Sam Ward is traveling. He submitted a detailed complete report by e-mail to Vestry Members. In his report he covered the following items:

**Status of Ad Hoc Committees:** **By-Laws** and **Long Term Planning/Space Usage** have completed their work. **2008 Nominating Committee** completed its work on January 9, 2008 when the thirty day window closed prior to the Parish Annual Meeting. The Vestry has received a report and the nominations have been published to the parish via bulletins and web site. This committee will be dissolved after serving as inspectors for the elections at the Parish Annual Meeting. **The Rector Transition Committee** continued its work in December and January. The committee completed preparations for and implemented the successful departure celebration for the Jaynes, in early January, and provided support for their moving period. The committee also planned for the Harrison family arrival, providing support for temporary quarters, the move into the Rectory, and transition briefings for the Rector. The Transition Committee will meet with the Rector in February to determine what additional support is desired. There are no other active ad hoc committees.

**Vestry Procedural Documents:** The 2009 Vestry Manual was completed and has been published. The December 2008 By-Laws have also been published. Vestry members have received these documents. Updates to the Policy and Procedures Manual will be approved at this meeting. The employment letter process for all Christ Church at will employees has been implemented for 2009.

**Montessori School Lease Extension:** The Treasurer and the Senior Warden met in early January with Mr. Turner, the operator of the Montessori School, to discuss extending the school's lease on our St. Clare's Cottage from July 2009 through June 2010. Mutually favorable terms were negotiated at that session, and those terms have been documented in a draft lease extension that is being reviewed by both parties.

**Remarks of the Junior Warden:** *Mary Gwen Brummitt* Five items were discussed by the Junior Warden:

**Christ Church Vestry Action Register:** Five items remain on the Action Register as of January 18, 2009. These items will be addressed in February 2009 and the Spring and Summer of 2009 by the newly elected 2009 Vestry.

**Proposed Parish Challenges from the 2008 Vestry:** Mary Gwen submitted these challenges in writing to the Vestry for their vote approval. Items listed in the report are: 1.) Continue to build our Christian Education and Youth ministry resources, 2.) Continue to support our Parish ministries, 3.) Form a working Year Round Stewardship program to provide more opportunities for giving and to expand our parishioner base that contributes time and talent to our Church, 4.) Build on the 2008 Property Committee successes, 5.) Form a functioning Worship Committee and 6.) Establish a follow-on Long Range Planning group to explore possibilities for maximizing Church property, drawing on the results of the 2008 study. The items and their subsets (especially encouraging Parishioners to become engaged/participate in Parish Ministries ) were thoroughly discussed by the Vestry members present. It was moved Ketts/Green to accept these Proposed Challenges From the 2008 Vestry.

**Discuss Candidates For and Select Parishioner of the Year:** Vestry members placed names in nomination of several parishioners and also a group/ministry. A thorough discussion was held. It was put forward that perhaps the award's name should be changed in order for the award not to appear to be a contest. It was moved Ireland/Gibbons that a parishioner or parishioners be recognized with the Rector's Service of the Year Award and a group/ministry be recognized for the year, also for this award. All were in favor. The Vestry then voted on the nominees presented. Two parishioners and one group/ministry were selected for 2008. The recognitions will be given at the Annual Parish Meeting on February 8, 2009.

**Set Date and Discuss Details for 2009 Vestry Organizational Meeting:** It was decided that an evening meeting would be appropriate and the date will be announced to 2009 Vestry by e-mail.

**Discuss Details of a Brief Vestry Meeting Immediately After the Annual Meeting.** The meeting of the new 2009 Vestry will be held in the Church Vestry. Vestry Manuals will be distributed and Vestry members will be asked to begin thinking of the committees/ministries on which they would like to serve. The regular monthly Vestry meeting will be held at 11:00 A.M. on February 22, 2009...a week later than usual because of the three day President's Weekend.

## **VESTRY CONONICAL COMMITTEES**

**Personnel :** *Phil Hunsaker* Phil drew the Vestry's attention to the e-mail he had sent to Vestry highlighting the proposed updates to the Policy and Procedures Manual. These updates complete the 2008 Vestry goal to align our procedures with our actual practices. It was moved Hunsaker/Morris to accept these updates. All were in favor.

**Property:** *Bob Ketts, Fran Gibbons, Sam Ward.* Bob prepared a written report to Vestry for January covering, New Pavement at Hinde Hall, A Rectory Update, Storage Plans, and the Removal of the Junipers from the front of the Church. He expressed

appreciation to Frank , Sam, Rick Wilson, David Kaine, and Arie Van Vugt for their work this year. He mentioned that we will need to put together a Parish Work Day before the Bishop's visit.

**Day School Board:** *Kathleen Ireland.* Kathleen did not have anything new to report. Fr. Edward stated that CCDS is a significant ministry to the community.

**Stewardship:** *Hal Skelly, Kathleen Ireland, Laura Deitrick* Hal reported that we have had 186 pledges. Income budgeted is \$450,000.

**Planned Giving:** *Betty LeMoyne, Sam Ward, Mary Gwen Brummitt, Vicki Morris* Betty brought Fr. Edward up to speed on Planned Giving activities during the past year and spoke also about the Parish Investment Board. There was no formal report.

**Finance:** *Don McCleary.* Don is traveling. He left a detailed finance report through December 31, 2008 for Vestry. Income for December was good. The 2007 Audit has arrived. It will take time to analyze the recommendations. Initial reaction is that the report is very positive. The Final Budget for 2009 has been received for approval. The Montessori School lease extension was reported in the Sr. Warden's report. Bill Green will be leaving the Vestry this year, but he will remain on the Finance Committee.

**OLD BUSINESS:** There was no old business.

**NEW BUSINESS:** There are some conflicts on space allocation on Sunday mornings which need to be discussed. Hal will send an e-mail to Edward on this matter. Betty LeMoyne extended, for the Vestry, a warm welcome to the Harrisons.

There being no further business the meeting was adjourned at 12:33 A.M. The February Vestry Meeting will be held on February 22, 2009 at 11:00 A.M.

Respectfully submitted,

Suzie Heap  
Clerk