

Grace and St. Stephen's Episcopal Church
Vestry Minutes
February 16, 2010
Blaik Library
601 N. Tejon Street, Colorado Springs, CO 80903

Present: John Hermes, Jan Malvern, Lynn Olney, Cindy Page, Mary Lou Porter, Beth Ronka, Charles Schnetzer, John Smith, Chuck Theobald, David Watts, David Buckley, Fr. Stephen Zimmerman, Fr. Marty Pearsall, Deacon Sally Ziegler

Visitors: Jack Scrivener, Sue Stoner, Marti Lindberg

Opening: Fr. Steve Zimmerman offered the opening prayer at 6:30 p.m.

Approval of minutes: Lynn Olney/Chuck Theobald moved/seconded the minutes be approved as corrected. Motion passed.

Committee reports:

Treasurer's report: David Buckley presented the report for January. Income/expense looks better for January. Expense line is beginning to level off. Fr. Steve suggested stating income is running about a month behind expenses. Mr. Buckley reported the pledge status. One hundred forty-eight pledges have been received to date for an increase over the same time last year. The average pledge is 20% higher than last year. Mr. Buckley has given Barbara Yalich a list of parishioners who have not pledged this year but are still members as well as those who have not met their 2009 pledges. David Watts said that at the end of December, 92-93% of pledges had been paid.

Discussion followed regarding budget questions. Budget items without any activity in January were omitted from the report. Outreach items that were omitted are a major expense. Discussion followed concerning that question. No payments were made to the diocesan and regional assessments. Payments have been made this month that will appear in the February report. Discussion with Chuck Thompson, the diocesan financial officer, is continuing. The finance committee will report back to the vestry on diocesan/regional payments.

Mr. Buckley will have a corrected January report for review at the March meeting. He asked that by March 15 all policies and procedures for each committee be submitted to him in writing. Mr. Buckley offered to answer any questions or give help needed to prepare the information requested.

John Smith/Chuck Theobald moved/seconded the treasurer's report be accepted with thanks and appreciation. Motion passed.

Junior Warden's report:

Memorial Garden: Deacon Sally Ziegler distributed a written draft proposal of the policies and procedures for the memorial garden. The vestry was asked to review the proposal for discussion and approval at the next meeting. The members of the vestry approved memorial garden committee are Jack Scrivener, Sue Stoner, Chip Hill, Mary Lou Porter and Deacon Sally Ziegler. Deacon Sally Ziegler offered an explanation for the proposal.

Gardening Committee: David Watts said the committee has raked up all the leaves around the fences and McWilliams House.

Annual audit: David Watts addressed the need to engage an auditor. He advised the vestry the auditor is to be engaged by action of the vestry and asked that a resolution be approved to engage Bob Leaman, the former chief financial officer of the diocese.

David Watts/Chuck Theobald moved/seconded Bob Leaman be engaged to perform the audit for Grace Church on the third week of April. Motion passed. Mr. Watts said he had copies of the last two years' audits for review by any vestry members.

Colorado Springs Utility Department audit: David Watts advised vestry two weeks ago an energy engineer had audited the church facility to determine how we could save money on heating, lighting, water, etc. The report was received today and contains many suggestions that could be adopted now. Discussion followed concerning finance committee involvement in implementing energy suggestions.

Old business:

Bowton Trust: Lynn Olney advised vestry of two letters to the two Bowton Trust candidates that were distributed. The selection committee members are Bishop O'Neil, Lynn Olney and Karl Ross. Mr. Olney said U.S. Bank is the trustee, not the committee, and named the persons at the bank with whom they are working. Ten thousand dollars have been awarded. Lynn Olney/Mary Lou Porter moved/seconded that there be a ratification of the selection committee of two \$5,000 grants to Ms. Patricia M. Sexton and Ms. Bethany L. Davidson. Motion passed. Mr. Olney called attention to further attachments distributed that present a choice between a fixed income portfolio and a variable income portfolio. Following explanation and discussion, Lynn Olney/John Hermes moved/seconded the vestry approve what the selection committee approved by voice, the fixed income portfolio for the sub account to the Bowton Trust that yields 5.1% interest.

Motion passed. Chuck Theobald asked the vestry to thank the senior warden and the selection committee for returning the Bowton Trust to honorable status. The vestry agreed by acclamation. Chuck Theobald will have a short article prepared about the Trust award recipients for a future Tidings.

Committee reports continued:

Stewardship: John Smith said there would be a meeting next Thursday. The agenda will be focused on developing a plan to educate the congregation on different levels of fund raising to include annual giving, important capital needs and historic preservation needs. A tactical plan for securing pledges for this year including letters and calls as well as the approach for matching the restoration grant will also be considered. David Watts said the Colorado Episcopal Foundation is presenting a workshop for our region on Saturday, February 27 from 10 a.m. to 2 p.m. in Taft Hall for which Mr. Watts has registration forms. Fr. Zimmerman stated the importance of making a distinction between fund raising and stewardship; the way we present our life and offering to the Lord.

Vision: In the absence of Linda Balcom, Chuck Theobald reported the next meeting is scheduled for Monday, February 22. The provisional mission statement is beginning to be circulated to allow for changes and additions, etc. Fr. Zimmerman said he and Fr. Marty Pearsall had met with the chairs, Meredith Roach and Ed Brown, to work on a statement for the different committees and groups to develop their perceptions of how the mission statement applies to them.

Communications: Chuck Theobald referenced his written report and called the vestry's attention to the report of the grant award for McWilliams House restoration. Mr. Theobald invited comments on any of the website changes, design, etc. A question concerning posting an Episcopal Church sign was discussed. Mr. Theobald is working on getting an ordinance passed that will permit posting a church sign.

Service ministry: Fr. Zimmerman advised Mary Lou Porter it has been suggested the name be changed to servant ministry and asked Mary Lou to take this idea back to the committee. Following Fr. Zimmerman's comments on the importance of helping people to understand and accept changes, Cindy Page said the committee has drawn up a list of 30 existing outreach ministries. In the committee's view, the four most important ministries are ESM, Thrift House, Acacia Meals and IHN. The possibility of having a lay ministry fair is being considered with those four ministries as anchors. The question of using church space for IHN was raised. The committee has considered this and concluded that it cannot be done at this time. Ms. Page asked the vestry to support the four major service ministry programs. There will be an open house at ESM on Thursday February 25 with a notice of this in Tidings. Discussion of policies and procedures for other activities such as walks for diabetes, cystic fibrosis, etc. followed. Fr. Zimmerman said programs are officially endorsed vestry resolved ministries and activities are things people in the church do e.g. ECW, St. Chrysostom, Graceful Hands, etc. that do not need vestry approval. Activities such as walks for diabetes, cystic fibrosis, etc. will not be included in the outreach ministries list but will be announced in Tidings with clergy approval. David Watts stated the diocesan and regional pledges fall into the category of outreach by definition.

Security: No report

Clergy report: Fr. Zimmerman spoke about his role in relation to committees. He said he attended as many committees as he could when he first arrived. He discovered that it was not always helpful for him to attend these meetings. He stated he would be glad to come to any meeting where he is needed. He feels it would be more helpful for him to be a resource for committee chairs and allow the committees to do their own work; to be supportive but not intrusive. The measure of a church's maturity is its outreach to the community.

New business:

New members ministry: Fr. Marty Pearsall said he had received a loaf of bread from Cindy Page. Fr. Marty suggested this should be part of the visitor/new member ministry. He will be finding parishioners to be trained to take the responsibility for visitors and newcomers. The new member program is developing and beginning to be in place to move forward and expects it to be in place and running before Easter. Chuck Theobald suggested that visitors/new members be asked how they heard about us. Fr. Zimmerman said new member ministry is messy; not so important to get it right but to be conscious, discovering new things and considering the ministry a process rather than getting it right.

Small groups program: Fr. Marty reported the small groups have begun with the second meeting of the leaders last Sunday. He is using the Serendipity Bible Study program which he feels is a good method for engaging people.

Preschool proposal: David Watts said two women had approached the church with a proposal for establishing a preschool. They toured the building with Mr. Watts. Copies of the proposal were distributed to the finance committee. The vestry was asked for approval to continue considering the proposal. Deacon Sally said the proposal was much too vague

for a response to be made. Discussion followed. Fr. Zimmerman reported on his conversation with Nancy Diel. Three points made were: 1. Grace Church wants to make a positive contribution to the community; 2. Education is important. Primary focus on early childhood education is the Sunday School program; 3. No matter how independent the school is, it will be identified with Grace and St. Stephen's Church by the public. Further discussion concerned the burden of management, possible income and financial risks, other uses for the space including rentals as office space and future Sunday School and adult education programs. David Watts recommended the vestry respond by saying now is not the time. Fr. Zimmerman said there needs to be a committee to work through questions that need answering before a new proposal is presented. By a vote of consensus it was agreed the vestry say to the proposers that we are not ready to go forward with their proposal.

Personnel committee: Fr. Zimmerman advised the vestry he has appointed a personnel committee. Priscilla Marbaker, David Watts, David Buckley, Lisa Noll and Terry Lilly have agreed to serve. He has asked the committee to interview all of the staff to look ahead to staff needs. There are two immediate needs: 1. Deacon Sally Ziegler has announced her retirement and written to the bishop to say she will stay one more year; 2. There is an item in the budget for an administrative part-time staff position. Fr. Zimmerman feels there is a need to look at this issue in a comprehensive way.

Fr. Zimmerman advised the vestry there would be an executive session following adjournment at 8:22 p.m.

Respectfully submitted,
Conni Eggers, Clerk of the Vestry