

EMMANUEL EPISCOPAL CHURCH

Welcome + Worship + Witness + Serve

Minutes of VESTRY MEETING: October 25, 2011, in the Library, led by Hunt

Those present: Barb Beatty, Joyce Hedges, Sandy Maloof, Mary Maxon, Margaret Morency, Linda Mullen, Polly Ogden, Jeanette Peterson, Lee Shepherd, Lee Stiles. Clergy: Beverly Hosea, Hunt Priest.

Clerk: Beth Birdsong

Those absent: Mark Greaves, Matt Parkinson

Guests: Kathryn Lerner, Michele Ebbers

- I. Reflection: Beverly led a reflection on the gospel as the source of life for the church.
- II. Kathryn and Michele reported on the progress of Sunday morning children's programs and defining the process of hiring a new youth minister.
- III. Approval of Minutes: Jeanette moved and Margaret seconded that the Vestry approve the minutes of the September meeting. The Motion passed.
- IV. Administration Subcommittee Actions and Reports
 - It was suggested that posting sermons online be a regular feature in the Emmanuel website.
 - The personnel handbook is now under review by a lawyer for the Diocese.
 - Several Vestry members requested copies of the parish by-laws
- V. Ministry Subcommittee Actions and Reports
 - Lee Shepherd introduced the book *Living Your Strengths*, which offers a tool to help Vestry and church members identify their strengths, interests and gifts as a way to find the ministries that best suit them.
 - It was suggested that the Vestry subcommittees participate in this program at the Vestry retreat in January.
- VI. Property Committee Subcommittee Actions and Reports
 - The roof is leaking on the left (gospel) side of the church. As Legacy Roofing has not yet submitted a bid, Protek will be invited to bid. Also, the south end of the Teen Center roof is rotting, and a separate bid for that repair that will also include redesigning the gutter and removing moss. Revision of the bidding system was suggested so that bids coming in at or under a pre-determined amount can be approved and work started immediately rather than having to delay until the next meeting. No action was taken at this time.
 - An arborist is needed to trim trees hanging low on the roof.
 - It was suggested that the committee look into rebates available for installing solar panels and replacing the existing fluorescent lights with the type that will be required next year by a new ordinance. The ones currently in use are no longer being made.
 - Drain spouts need to be cleaned.
 - Clean-up day was a success, with a task list completed that included shampooing carpets, pressure washing surfaces, yard work and cleaning out and reorganizing closets.
- VII. Rector's Report:
 - The new phone system has been installed, reducing the phone bill as well as providing more efficient services such as automatic forwarding. Work on the Sound System is underway.
 - All expenses, such as IT, have also been reduced.
 - Because of the upcoming Thanksgiving holidays, the November meeting will be held during the third week of the month on November 15. Barb Beatty will bring refreshments.

- The December meeting will be postponed until January 3, 2012. It was suggested that the Vestry use one meeting, perhaps this one, to focus on the "Big Picture" rather than splitting into focus committees.
 - The budget should be completed by the Annual Meeting later in January.
 - The Water Into Wine was a great success, with 110 attendees and \$12,000 raised -- far above the original goal of \$5,000.
 - Anna will be leaving December 15. Hunt is putting a job description together with the help of a committee.
 - Lee Shepherd and Sandy reported on the Diocesan Convention. Emmanuel's assessment will be reduced. A short e-mail report on the Convention will be sent to the parish, and it was suggested a more detailed report including work of the break-out sessions be given during Adult Education.
 - The Stewardship Campaign has received 15 pledges as of this date. Letters and talks by members explaining why stewardship has been important to them will continue throughout the next several weeks.
 - Suggestions for new Vestry members should be brought to the November meeting.
- VIII. Compline: Led by Margaret Morency
- IX. Calendar Announcements/Reminder:
- November meeting will be November 15, 2011.
 - December meeting will be January 3, 2012.
 - Vestry Retreat will be January 27-29, 2012.
- X. Submitted by Beth Birdsong, Clerk of the Vestry

Projects for follow-up:

Administration Focus Group:

- Item

Ministry Focus Group:

- Item

Property Focus Group:

- Request separate bids for two roofing repairs.
- Request bid for arborist.
- Research rebates available for solar panels and new fluorescent lights.

Clergy:

- Job description for office manager

Documents received:

- Agenda for October meeting (e-mail)
- Report from Youth and Family Council

Vestry Goals:

- The Parish adds and incorporates 20 new households, in response to the Great Commission.
- The Parish supports an active Christian Formation program for Youth 0-18 that meets the needs of families.
- The Parish communicates in ways that the congregation feels included and informed.