

St. Matthew's Vestry Meeting

January 19, 2010
7:00 p.m.
St. Matthew's Church

Rector	Fr. Michael Richardson	Type of Meeting	Regular Vestry Meeting
Sr. Warden	Kandy Halstead	Treasurer	Bev Van Zandt
Jr. Warden	Whit Greene	Clerk	Laurie Landry

Vestry Members in Attendance: Fr. Michael Richardson, Kandy Halstead, Whit Greene, Laurie Landry, Jennifer Tinsley, Jerry Grabowski, Jo Evans, Kim DeJong, Chris Hardy, Samantha Hynes, Tom McNish, Wendy Kelly

Guests in Attendance: None

Documents Disseminated: Meeting Agenda, December 2009 Vestry Meeting Minutes (distributed electronically), St. Matthew's Financial Dashboard as of Dec 31, 2009 (Bev V.), St. Matthew's Analysis of Revenues and Expenses Year 2009, Hearts and Hands Report to Vestry (Jo E.)

Overview of Agenda:

- Opening Prayer
- Approval of Minutes
- Rector's Report
- Sr. Warden's Report
- Treasurer's Report
- Beacon Reports – Fellowship, Music & Worship, Newcomer's
- Journey Reports – Children & Youth, Christian Formation, Pastoral Care, Stewardship
- Servanthood Reports – Finance, Outreach, Building & Grounds
- Other Business
- Adjournment

Minutes

Meeting opened with prayer – 7:10 pm.

Approval of Minutes: Jo Evans moved to approve the December 2009 minutes as they are. Passed, minutes approved.

Rector's Report

Fr. Michael

Report and Discussion:

1. Fr. Michael welcomed new members to the Vestry and gave a brief review of the purpose of the Vestry.
2. Adult Sunday School in Feb and March will focus on the development of the Anglican Covenant.

3. Vestry Retreat – planned for Sunday Feb 21, 1 pm to 5 pm (4 pm); Kandy will host us (thank you, Kandy!); February Vestry meeting will be held at the same time.
4. Fr. Michael will be gone for one week in March during Spring break (Mar 19 – 26); Kipper DeGavre will be our substitute priest for the Sunday of that week.
5. Adult Education Program “Life in the Episcopal Church” is ongoing and being well attended; Sunday afternoons.
6. Confirmation will be held in May at St. John’s cathedral. Fr. Michael will hold confirmation classes in advance of this.
7. Diocesan news – still no Canon Missioner appointed; still no Canon to the Ordinary appointed.

Actions:

- Jo E. moved that we merge the February Vestry meeting with the Vestry retreat on Feb 21. Passed.
- Kim D. moved that Laurie Landry remain as Clerk to the Vestry for 2010. Passed.
- Jerry G. moved that Bev Van Zandt remain as Treasurer for 2010. Passed.

Sr. Warden’s Report

Kandy

Report and Discussion:

1. Stewardship Update:
 - At this time we have received 87 pledges totaling about \$188K.
 - We still need to do follow-up phone calls. Kandy, Jerry, Tom McNish and Tom Clark have volunteered to do this.
 - Kandy and Tom M. attended a Diocese workshop on Stewardship; they brought back a number of ideas to improve stewardship at St. Matt’s.
 - We are looking for anyone interested in joining the stewardship committee; stewardship will be approached as a year-round activity.

Actions:

Treasurer’s Report

Fr. Michael, on behalf of Bev V.

Report and Discussion:

1. As of the end of December 2009 our total revenue was about \$278K and total expenses were about \$265K for a net positive balance of about \$13K.
2. Discussion about the Limited Maturity Income Fund (LMIF; essentially a Money Market-type savings fund done through the Diocese of CO). Currently about \$34K resides in this fund. This is in addition to the \$44K currently in our checking account.
3. Fr. Michael suggested that we form a committee to develop policy for investment planning.

4. Discussion about 2009 Diocesan pledge adjustment. As planned mid-year when we reduced our Diocesan pledge to 5% due to low income, we reexamined whether we could honor our original goal of giving 8.5 % to the Diocese. Because we ended the year with a strong net positive balance, we felt able to go ahead with this.

Actions:

- Jennifer T. moved that we make up our giving to the Diocese to the 8.5% level for 2009. Passed.

Beacon Reports –
Fellowship, Music & Worship, Newcomer’s

Kim DeJong, Jennifer Tinsley, Others

Reports and Discussion:

- No reports given at this time.

Actions:

Journey Reports –
Children & Youth, Christian Formation, Stewardship
Pastoral Care

Fr. Michael, Jo Evans, Jerry Grabowski, Others

Reports and Discussion:

1. Youth Group is planning a ski trip for Feb 27. Required riders for insurance are being obtained.
2. Youth Group is planning a mission trip to Salt Lake City. No detail yet.
3. Pastoral Care
 - Peggy B has been able to undergo another round of chemotherapy. Kandy is able to supply her with a requested walker.
 - Yvette Matthews still in need of a live donation, but is still in the process of evaluating a possible match.
 - Sandy G. is doing well; currently in a nursing facility in Castle Rock.
4. Online giving update (Tom M. and Kandy H.).
 - Various advantages of implementing a credit card option with Compass Bank were presented (i.e., online giving facilitated, possible use of a credit card processor for many of our programs and at the Thrift Shop).
 - There are variable costs associated with setting this up and using, but the goal would be increased income overall.
 - Discussed that we tie this to our stewardship program, and introduce it to the congregation with a celebration and an abundance of support, helpful information, and attention-getting incentives.

To Do:

- Kandy and Tom continue to gather information about the online giving program, and will present their recommendation to the Vestry shortly

Servanthood Reports – Finance, Outreach, Buildings & Grounds	Whit Greene, Jo Evans, Chris Hardy, Laurie Landry, Bev Van Zandt, Others
Reports and Discussion: <ol style="list-style-type: none"> 1. Haiti Relief. Discussion focused on how the Vestry could contribute to the Anschutz Haiti Relief matching program set up by the Bishop, and at the same time acknowledge and motivate our congregation for the tremendous outpouring of gifts collected last Sunday for Haiti relief. Approximately \$1,450 was collected Sunday, and we discussed whether this amount could be matched by outreach funds. This was tied to our discussion about giving an additional 1% of undesignated income funds to Hearts and Hands outreach. 2. Discussion about restoring 2009 Hearts and Hands outreach funds to 3%. As planned mid-year when we reduced our funds designated for Hearts and Hands outreach from 3% to 2%, we reexamined whether we could restore the 2009 outreach funds by providing an additional 1%. The discussion was favorable in light of the strong end-of-year balance. 3. Approval of 2009 Hearts and Hands giving for end-of-year, 2009. Apart from the newly approved additional 1% of funds, Hearts and Hands made recommendations for remaining unexpended funds for 2009, totaling \$1,216.83. Recommendations are that funds be dispersed as follows: \$304 to Episcopal Relief for Haiti; \$304 to Episcopal Relief for Nets for Life; \$304 to Metro Care Ring; \$304 to La Puente Food Bank (San Luis Valley). 4. Blood drive. Jo E. reports that we will be able to host a blood drive at St. Matt's on March 6. Sign-up will start Feb 14. 5. Discussion about mouse extermination. Whit G. is investigating the best methods for extermination, including a follow-up with our present pest control contractor. An initial clean-up is ongoing. The kitchen will remain closed until we can ensure that it is clean and safe. 	
Actions: <ul style="list-style-type: none"> - Jennifer T. moved that we give to Hearts and Hands outreach an additional 1% of undesignated funds for 2009, out of which we will match the total money collected by the first Sunday's ingathering of funds for Haiti relief, to send to the Diocese of Colorado and be further matched by the Anschutz Foundation. Passed. - Jennifer T. moved that we approve the Hearts and Hands Outreach recommendations for donations: \$304 to Episcopal Relief for Haiti; \$304 to Episcopal Relief for Nets for Life; \$304 to Metro Care Ring; \$304 to La Puente Food Bank (San Luis Valley). Passed. 	
To Do: <ul style="list-style-type: none"> - Kandy will write up an announcement for the weekly Parish Update email about the plan to match the first Sunday's collection for Haiti relief. 	
New/Other Business – <ul style="list-style-type: none"> - No new business reported 	Presenter –

Meeting Adjourned:

Whit G. moved to adjourn. Passed. Meeting adjourned at 10:20 pm.

Next Meeting Date:

Sunday, February 21 – Vestry Retreat at Kandy's home.

Summary of Actions:

1. Dec 2009 Vestry minutes approved.
2. Jo E. moved that we merge the February Vestry meeting with the Vestry retreat on Feb 21. Passed.
3. Kim D. moved that Laurie Landry remain as Clerk to the Vestry for 2010. Passed.
4. Jerry G. moved that Bev Van Zandt remain as Treasurer for 2010. Passed.
5. Jennifer T. moved that we make up our giving to the Diocese to the 8.5% level for 2009. Passed.
6. Jennifer T. moved that we give to Hearts and Hands outreach an additional 1% of undesignated funds for 2009, out of which we will match the total money collected by the first Sunday's ingathering of funds for Haiti relief, to send to the Diocese of Colorado and be further matched by the Anschutz Foundation. Passed.
7. Jennifer T. moved that we approve the Hearts and Hands Outreach recommendations for donations: \$304 to Episcopal Relief for Haiti; \$304 to Episcopal Relief for Nets for Life; \$304 to Metro Care Ring; \$304 to La Puente Food Bank (San Luis Valley). Passed.

Items Tabled for Next Meeting:

None.