

# St. Matthew's Vestry Meeting

October 20, 2009  
7:00 p.m.  
St. Matthew's Church

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

**Vestry Members in Attendance:** Fr. Michael Richardson, Kandy Halstead, Whit Greene, Bev Van Zandt, Laurie Landry, Laurie Gough, Brandon Stewart, Jerry Grabowski, Kim DeJong

**Guests in Attendance:** None

**Documents Disseminated:** Meeting Agenda, St. Matthew's Financial Dashboard as of Sept 30, 2009 (Bev Van Zandt)

Documents disseminated by email (10.30.09): Hearts and Hands Quarterly Request – Oct (Jo Evans), Hearts and Hands News – Oct 2009 (Jo Evans)

## Minutes

**Meeting opened with prayer – 7:15 p.m.**

**Approval of Minutes:** The Vestry reviewed the 09.09 minutes with the following edit:

- Senior Warden Report – the new class of Vestry members will include 3 new folks (not counting Whit, who has agreed to stand for Jr. Warden again)
- **Kim D. moved the minutes be approved subject to the edit being made – motion was carried**

<b>Rector's Report</b>	Fr. Michael
<p><b>Report and Discussion:</b></p> <p><b>1. Colorado Diocesan Convention Update</b></p> <ul style="list-style-type: none"> <li>• Fr. Michael &amp; Vestry delegates summarized the convention held earlier in the month – highlights include: <ul style="list-style-type: none"> <li>- Opening Eucharist at Grace &amp; St. Stephen's formally celebrated return of the congregation to its parish home</li> <li>- Forward movement toward the purchase of the retreat center &amp; youth camp near Woodland Park</li> <li>- Various seminars considered helpful as well</li> </ul> </li> </ul> <p><b>2. Annual Meeting</b></p> <ul style="list-style-type: none"> <li>- Fr. Michael advised that the meeting is scheduled for Sunday, November 15</li> <li>- Kandy is enlisting help speaking to the Vestry Report as well as forming comments</li> <li>- Kandy has a prior conflict &amp; will be unable to attend the meeting, so Vestry members will deliver the messages</li> <li>- Messages include summary of the year's highlights (as a parish &amp; Vestry) &amp; ministry/activity successes, as well as any key vision/mission goals for the next year</li> <li>- Folks present willing to assist include Kim DeJong (delivery), Jerry Grabowski (delivery/inputs), Whit Green (inputs) <ul style="list-style-type: none"> <li>- <b>Examples:</b> Organ/floor project completion, Hazel McColley's service to the Open Gate Thrift Shop, 2010 Ministry Plan presentation</li> </ul> </li> </ul>	
<p><b>Action Item:</b> Kandy will send e-mail with the prior year's comments to the Vestry &amp; outline the need, so all (including members not present at the meeting) have a voice &amp; opportunity to participate!</p>	
<b>Sr. Warden's Report</b>	Kandy
<p><b>Report and Discussion:</b></p> <ol style="list-style-type: none"> <li>1. Vestry nominees report – Tom McNish and Wendy Kelly have each accepted the nomination; waiting to hear about a third nominee.</li> <li>2. Stewardship</li> </ol>	

- Letters have gone out.
- Tom Clark suggested that we ask some new members of the parish to address parish during the upcoming stewardship campaign.
- People planning to speak over the next few weeks – Kandy, Kim DeJong, Jerry G., Tom C., and a new parishioner

3. Start thinking about dates/plans for Dec Vestry party

<b>Treasurer’s Report</b>	Bev Van Zandt
---------------------------	---------------

Report and Discussion:

1. Refer to Sept 09 Dashboard
  - Sept – (\$3,032)
  - YTD – (\$10,861)
  - Operating Checking Balance - \$27,465
2. Discussion – while income is still below expenses, this is typical for this time of year

<b>Beacon Reports –</b> Fellowship, Music & Worship, Newcomer’s	Kim DeJong, Laurie Gough, Jennifer Tinsely, Others
--	--

**Reports and Discussion:**  
No reports this meeting.

<b>Journey Reports –</b> Children & Youth, Christian Formation, Stewardship Pastoral Care	Fr. Michael, Jo Evans, Jerry Grabowski, Clay Hubbs, Brandon Stewart, Others
---	--

**Reports and Discussion:**

1. Pastoral Care:
  - Bill Vigars experiencing health problem
2. Stewardship – See Sr. Warden’s report above.

<b>Servanthood Reports –</b> Finance, Outreach, Buildings & Grounds	Whit Greene, Jo Evans, Chris Hardy, Laurie Landry, Bev Van Zandt
--	---

Reports and Discussion:

1. **Bookkeeper** – Wendy R. is taking a full-time job; need a new bookkeeper; Christine Greene is able to take on this position for us.
2. **Fundraisers** – discussed whether we should keep fundraiser income as a line item in our budget. Two points raised :
  - We need a standing committee devoted to fundraising while this is an item on our budget and get started on fundraiser organizing earlier in the year; this role has been upheld informally by Bruce Siekierski and others over the past years.

- Philosophical position about how we view fundraising with respect to our mission
3. **Ministry Plan** – Fr. Michael indicated that we will start working on the Ministry plan for next year
    - Requested our input as to what the Vestry would like to see as part of this year’s plan
    - Consensus input was that we would like to start with a plan that maintains the vision and goals we started with last year, before amendments were made due to low income
    - Finance committee will continue to seek our input over the next month and draft a plan to present to the Vestry; Mike Shoemaker, Bev, Kandy, Jerry and Fr. Michael to work on this.
  4. **Sunday Childcare in Nursery** –After investigating the possibility of using volunteers for one of the two people in the nursery each Sunday, Patsy and Fr. Michael concluded that we really need to hire two people for this service.
    - We can limit the hours of childcare to 2 or so hours, 10 am to noon based upon nursery use over the past few months
    - Looking to hire two people per Sunday, start with a \$12/hr salary
    - Having caregivers as staff will offer greater flexibility and a greater degree of interaction with Fr. Michael and others
  5. **Outreach** – Kandy presented the Hearts and Hands Recommendations for Outreach spending.
  6. **Divine Desserts Fundraiser** – Vestry to do a wine basket.
  7. **CAP** has moved out of our rooms; Boy Scout Troop may start meeting here
  8. In need of a TV, DVD/video player and stand
  9. **Landscaping committee** – Kipper DeGavre, Bill Vigars

**Actions:**

Kandy moved that we approve **distribution of outreach funds** as presented by the Hearts and Hands committee: \$400 to St. Clair’s Kitchen, \$400 to Bienvenidos Food Bank, \$100 to Praying Hands Christmas Party, \$100 to Parker Task Force, \$400 to St. Francis Center and \$100 to Women’s Family & Crisis Center. **Motion passed.**

**New/Other Business** – No other business

**Meeting Adjourned:**

Laurie L. moved to adjourn. Passed. Meeting closed at 9:25 pm.

**Next Meeting Date:** November 17<sup>th</sup>, 6:30 Eucharist, 7:00 meeting start

**Summary of Actions:**

- Sept. Vestry minutes approved
- Kandy to e-mail about help with stewardship presentations
- Approved distribution of outreach funds as presented by Hearts and Hands Committee