

St. Matthew's Episcopal Church Vestry Meeting Minutes

December 18, 2007

Vestry Members in attendance: Tom Clark, Whit Greene, Lucy Lord, Vince Lucero, Susie Chapin, Liz Jankura, Bruce Siekierski, Laurie Gough, Mike Showmaker, Kathy Hynes and Melissa Ball.

Newly elected Vestry members in attendance (terms begin Jan. 2008): Jennifer Tinsley, Jerry Grabowski and Laurie Landry

Visiting Parishioner: Dick Nace

Clerk: Laurie Gough for Joanne Payne

Clergy: Father Michael Richardson

Documents disseminated: Vestry Meeting Agenda, December Financial Dashboard, St. Matthew's Ministry Plan – 2008, Vestry Party invitation and map, Steve Smith's letter concerning security incidents, ECW statement about donating funds to Outreach and Episcopal Domestic Fast Facts: 2006

Eucharist: 6:30 PM

Meeting called to order at 7:10 PM. Father Michael opened with a prayer.

Minutes of the November Vestry meeting were unanimously approved as written.

Rector's Report:

- Our parish needs two to three people to attend training in order to conduct the workshop "Safeguarding God's Children" for our parishioners working with children and youth. Training is Saturday, January 5th at the Diocesan Center in downtown Denver. Please call Father Michael if interested in this training.
- Times for services on Christmas Eve – 4:30 PM (Children's Pageant service), 7 PM and 10:30 PM. Carols will be sung beginning 20 minutes before the last two services, at 6:40 PM and 10:10 PM.
- The Christmas Day service will be held at 10 AM.

- A new Vestry Clerk is needed to replace Joanne Payne. (Since this meeting, Laurie Landry has volunteered to take this position. Our thanks, Laurie, for your willingness to do this.)
- The “Episcopal Domestic Fast Facts: 2006” document was reviewed. According to this report, the number of parishes, missions and active members in the U.S. has declined. However, the total plate and pledge income in 2006 increased over 2005 by 2.5% (which was the same rate as inflation).
 - St Matthew’s Church is trying to be more accurate in their record keeping of the number of active members.
 - Our church falls within the 52% of churches that have declined 10% or more in their average Sunday worship attendance in the past five years (2002 through 2006).

Senior Warden’s Report:

- Tom Clark distributed the invitation and map to the Vestry potluck party at his home on Friday, December 28th at 7 PM. Current Vestry members, incoming members, outgoing members as well as all spouses are invited. A sign-up sheet for what dish to bring was passed around.
- Tom expressed his feelings that our church has improved since Father Michael has become our leader.

Parish Ministry Coordinator’s Report:

- Susie Chapin is still looking for a chalice bearer at the Christmas Day service, at 10 AM.
- On Epiphany Sunday, January 6th, at 4 PM, an Epiphany Pageant will be held at our church by a group from Our Saviour Church in Colorado Springs. This is the same group that presented the pageant in January 2007. St. Matthew’s parishioners are welcome to participate in this pageant.
- There will not be a Fellowship Breakfast on Sunday morning, January 6th.

- Vestry is responsible for the Fellowship Breakfast on Sunday, February 3rd. A volunteer from Vestry is needed to coordinate this breakfast.
- Ash Wednesday is February 6th. The evening before, on Shrove Tuesday, the Youth Group will be cooking pancakes for the Pancake Supper.
- A Lenten program will be planned.

Commission Reports:

New Member Incorporation: no report given

Pastoral Care:

- Bev Kucera will have radiation treatments at Swedish Hospital on a daily basis for about a month following Christmas. Help may be needed in preparing meals for Dale and Bev and driving Bev to the appointments. Please contact Tina Newlin, if interested in helping the Kuceras.

Treasurer's Report:

- Bruce Siekierski reviewed the December Financial Dashboard report. The Vestry voted to accept the report as written.
- The Christmas Letter has gone out to parishioners.
- Tom Clark thanked Bruce for his outstanding work as Treasurer.

Finance Report:

- Mike Shoemaker moved that it be approved that the Audit Committee, made up of Chuck Shoemaker, Tom McNish and Susan Gambrill, may have access to what needs to be reviewed for the Audit Report for 2006 and 2007. The motion passed.
- Mike reviewed the "Ministry Plan for 2008." He stated that St. Matthew's is in the black but that we do not have a lot of reserves. Mike said that if we accepted the proposed budget for 2008 that included a 5% increase in salary to the rector, we would be about \$10,600 short. Discussion followed about projections, solvency and what our Church can afford.
- The mortgage will be refinanced in November of 2008.

- St. Matthew's currently pledges 7.5% to the Diocese. The Diocese would prefer churches give 10%. A discussion followed on raising our pledge to the Diocese to 10% and lowering the Outreach budget from 3.5% to 1%. Several Vestry members expressed concern about lowering the Outreach budget to 1%. The ECW has offered to move \$1,000 from its funds to the Outreach budget, per approval by the Vestry.
- After a discussion concerning how much to give the Diocese and the Outreach budget, Tom moved that we raise the Diocesan pledge 0.5% to 8% and lower the Outreach budget from 3.5% to 3% and that the \$1,000 offered by the ECW goes into the Outreach budget. The motion passed.
- Tom stated that the requested 5% raise in compensation for our rector is based on 4% recommended by the Diocese and 1% for excellence of service. He also said that Colorado is below the national average for compensation for rectors. Melissa Ball expressed concern as to what our church can afford. Tom said it is reasonable to expect to get about the same number of pledges this year as we have received in the past few years. Currently, we have received 57 pledges (totaling \$145,000) and we are hoping to get at least 74 pledges.
- Tom moved that there be a 4% increase in the Administrative Assistant's salary. Motion passed.
- Tom moved that there be a 4% increase in the Bookkeeper's salary. Motion passed.
- Tom moved that the Vestry approve the proposed budget line item for the Music Director/Organist salary. Motion passed.
- Vince moved that the rector's compensation be raised 3.5% and this will be subject to review after the first quarter of 2008. Motion passed.
- Tom moved that the Vestry approve the proposed budget line item for Father Michael's housing. Motion passed.
- Melissa moved that the Vestry approve the Ministry Plan, including the revisions. Motion passed.
- Melissa moved that the Vestry approve the \$100 the ECW has offered to sponsor blankets for the Giving Tree family. Motion passed.

Children and Youth Ministries report: no report given

Music and Worship report:

- Susie moved that the Vestry give \$500 to Emily Kiebel, the Music Director, in appreciation for her excellent service. Since becoming the Music Director in October, Emily has requested that no compensation be given to her until she determines if she will continue in this role. Motion passed.

Building and Grounds report:

- Whit Greene requested Vestry volunteers for opening and closing duties on Sundays in January. All dates were filled.
- Whit said that at the January Vestry meeting he will pass out the sheet of dates for volunteers to sign up for opening and closing duties on Sundays, for the rest of the year. He will also hand out an updated copy of the Vestry Representative duties for opening and closing.

Christian Formation report: no report given

Stewardship report: included in the Finance report

Fellowship report: included in the Parish Ministry Coordinator's report

Outreach report: no report given

Due to the late hour, no Old or New Business was discussed.

Next Vestry meeting will be on Tuesday, January 15, 2008.

Meeting was adjourned at 10:15 PM.