

St. Matthew's Episcopal Church Vestry Meeting Minutes

January 15, 2008

Vestry Members in attendance: Father Michael Richardson, Kandy Halstead, Laurie Landry, Jerry Grabowski, Whit Greene, Bev Van Zandt, Laurie Gough, Lucy Lord, Melissa Ball

Former Treasurer: Bruce Sierkierski

Clerk: Laurie Landry

Documents disseminated: Vestry Meeting Agenda, Dec 18 2007 Vestry Meeting Minutes, Jan 15 2007 Financial Dashboard, Role of the Vestry: Legal and Canonical Responsibilities Outline, Sample Press Release: The Rev. Michael W. Richardson to attend CREDO Conference, January 2006 Vestry Papers newsletter, Report from Steve Smith re: Incident Log and November 2007 Incident log, Duties of Vestry Rep for Sunday services, ECW statement regarding donation to outreach.

Eucharist: 6:30 PM

1. Meeting called to order at 7:10 PM.

2. Father Michael opened with prayer.

3. Dec 2007 Minutes.

- Two amendments were made to the minutes.
 - On page 4, lines 1-2, "The Diocese would prefer churches..." amended to "The Diocese requires churches...."
 - On page 3, before Commission Reports, the following statement added:
"Vince Lucero made a motion to move the discussion of the Rector's salary to new business and excuse Fr. Michael from the meeting during that discussion. Fr. Michael ruled it out of order."
- Lucy Lord moved to approve the minutes as amended. Motion passed. Minutes approved as amended.

4. Rector's Report.

- Father Michael announced that he has been invited to attend the CREDO Conference June 9-16. Informational documents about CREDO were distributed to the Vestry.
- Tentative date set for a Vestry retreat on Sunday, Feb 17 at 1 pm. Bev Van Zandt offered to arrange for lunch to be brought in for the retreat, to be held in our parish hall. The February Vestry meeting will be held at the start of the retreat. Document: The Role of Vestry: Legal and Canonical Responsibilities distributed.

5. Senior Warden's Report

- Kandy Halstead read aloud a letter of thanks and appreciation to Vincent Lucero for his service on Vestry. The letter was signed by all Vestry members present.

6. Parish Ministry.

On behalf of Susie Chapin, Father Michael reported the following regarding Parish Ministry:

- Ash Wednesday is February 6 and will mark the start of the Lenten season. There will be Wednesday evening programs for adults and children, along with a soup supper for which there will be sign-up sheets in the Parish Hall starting this Sunday.
- The youth group plans to have a pancake dinner February 5.
- The Lent Program for adults will be "Why Did Jesus Die?" a courtroom drama featuring many who played a role in the crucifixion of Christ.
- The Lent Program for children will be a series of movies that focus on issues such as trust, along with kids' crafts. No nursery care is planned.
- Blood drive Feb 23. People can also give blood to Bonfils at any other time and have their donation credited to St. Matthew's.
- Susie will be resigning from her role as Parish Ministry Coordinator in mid-March.

7. Commission Reports.

a. New Member Incorporation: no report given.

b. Pastoral Care:

- Bev Kucera undergoing radiation treatments and is greatly appreciative of the care and support she has received from St. Matt's at home and Sundays when she is able to attend services. Please contact Tina Newlin if interested in bringing meals to Bev and Dale.
- Mike Dant is now on oxygen treatment.
- Walt is still suffering from back injury.

- Jo Evans doing well the last time Fr. Michael saw her and she is appreciative of having a wheel chair to help her get to her appointments.

c. Finance Report:

- Mike Shoemaker was not present but had passed along that he will have more information about where we stand with revenue and pledges in February and will give a complete report at that time.
- Bruce Siekierski reported that we presently have 70 pledges amounting to \$172,479.
- Laurie Gough moved to allow Rector Michael Richardson, Senior Warden Kandy Halstead, Junior Warden Whit Greene, and Treasurer Bev Van Zandt to be signatories on the Compass Bank operating account and the Colorado Episcopal Foundation account. Motion passed.

d. Building and Grounds:

- Whit Greene reported that the roof is leaking in the men's bathroom in the Parish Hall. A roofer (name?) inspected the roof and found that ice build-up caused by a faulty gutter is the cause of the leak. Repairs will be needed in the Spring. In the meanwhile a hole can be made in the gutter to prevent ice build up. Further inspection of the roof found damage to the T-lock shingles which may have been caused by hail and wind. Insurance may cover replacement of the T-lock shingles. Father Michael will help Whit get in touch with the insurance company.
- The Fire Department conducted an inspection recently and found a couple of burned out lights and one non-operating fire alarm (battery back up not functioning), but otherwise it was a good inspection.
- Melissa inquired about the electrical situation in the Parish Hall: the large coffee pots can not be plugged into the same circuit as anything else. White reported that Parker Electric came in for a consult on this and estimated that for an external conduit circuit to be added it would cost \$585. Whit also will color code the existing circuits to help us avoid overloading the circuits. Lucy and Whit will also look into getting new coffee pots that don't draw as many amps.

e. Treasurer's Report:

- Bruce Siekierski is helping Bev Van Zandt in the transition into the Treasurer position (thank you Bruce!).
- Bruce reviewed the January 15 Financial Dashboard. The 2007 YTD Net Total is \$24,113. There may be a deduction of about \$5,000 due to a grocery coupon

deficit. The difference reflects the surplus funds for the year. Details will be presented in February.

- Bruce reported that some plate-donation checks have been ear-marked to Outreach and so have been put into a restricted fund for this purpose.
- Bruce reported that there are some older restricted funds that require discussion by the Vestry at some point in time.
- Bruce reported that the \$1,500 to outreach does not include the ECW contribution of \$1,000. Also, ECW needs a green form for \$100 used for blankets. \$220 has been collected for the Kaps for Kendall program.
- Father Michael thanked Bruce for being at the meeting to give this report and for his service to the Vestry in the role of Treasurer.

f. Children and Youth Ministries:

- Father Michael reported that there was a New Year's Eve Party hosted for the youth group by Cherise Bernard and that there is a Youth Retreat coming up in April.
- Laurie Landry is now trained in the Safeguarding God's Children workshop and can help Jo Ellen Richardson and Father Michael in offering this course at St. Matt's.
- Pancake supper being organized by the Youth Group before Ash Wed.

g. Music and Worship:

- Father Michael reported that Emily and Betty Sue have both agreed to continue in their roles as choirmaster and organist for our music worship. We are pleased and grateful to have two such talented musicians leading our musical program. Thank you Emily and Betty Sue!
- There will be three services on Ash Wednesday, 9:00AM, 5:00 PM, and 7:00 PM.
- The Lent Program will be every Wednesday in Lent starting with a 6:00 PM celebration of the Eucharist, soup supper at 6:30 with the kids eating first and getting off to the movie program while the adults stay in the Parish Hall for the adult program.
- There will be three services on Easter Sunday, March 23. Father Michael is arranging to have a banner made for announcing the Easter service times which can be posted on our fence. Clay will also post the services times on our website.

We decided to have further discussion at our retreat about whether to try again to have removable signs advertising our worship times on Mainstreet.

h. Christian Formation:

- Lent Program, already discussed.
- Father Michael indicated that we may need to take another look at the Sunday School curriculum and see if it is meeting the needs and expectations of our Sunday School teachers and children.

i. Stewardship:

- Bruce reported that we currently have 70 pledges. We discussed calling parishioners who have not yet pledged but have given pledge support in the past. Tom Clark, Mike Shoemaker, Kandy Halstead, Laurie Landry, Laurie Gough and Jerry Grabowski offered to help make calls.

j. Fellowship

- The Vestry is doing the February Fellowship breakfast. Jennifer Tinsley is coordinating. Kandy will e-mail Jennifer to offer her help.

k. Outreach

- The next Hearts & Hands meeting will be Feb 11 at 6:00PM.
- There is \$1,500 to be spent on outreach and the committee will discuss how they would like to use these funds.
- The Kaps for Kendall program is going well and has been a wonderful fellowship group as well as contributing to outreach.
- ECW bunco night is this Friday January 18. Contact Lucy Lord or Wendy Kelly for more information.
- Father Michael asked all Vestry members to think about which ministries we may want to represent and do Vestry oversight for this year.
- Sign-up for Sunday Vestry duties was passed around.

Old Business: no old business.

New Business:

- Two new Vestry members must be appointed. Whit Greene, Kandy Halstead and Laurie Gough to work with Father Michael on the nominating committee.

Meeting adjourned at 8:55 PM.