

## Meeting Minutes for September 19<sup>th</sup>, 2016

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on September 19<sup>th</sup>, 2016. Present: Reverend Mike Sowards, Barbara Bateman (Senior Warden), Rick Toth, Jean Beers, Joanne Tatem (People's Warden), Jon Yenney, Kathy Lochocki, Chris Kristofco, Jackie Dahlen, Melanie Jackson, Gene Goff, Sarah Reid

Absent: Dale Pennapacker (Treasurer),

The meeting was opened with a prayer offered by Father Mike

### **MINUTES.**

#### **General topics:**

The meeting agenda was approved unanimously by the Vestry.

**Chris made a motion that the Vestry Meeting Minutes of the July 19<sup>th</sup> vestry meeting be accepted with corrections. Passed unanimously.**

**Father Mike distributed a copy of the Parish highlight calendar. Lisa needs any updates within two weeks.**

#### **Committee Reports:**

**Written reports were distributed before the meeting for Outreach, Communications, and Parish Life**

#### **General Committee Report discussions:**

#### **Communications:**

- The ad for St James has been placed
- The Epistle deadline – it was recommended that a calendar of Epistle deadlines be published in advance, to give more lead time to contributors. Father Mike said he would mention this to Lisa and Reid.

#### **Parish Life:**

- Joanne mentioned the Parish Life Concession stand at Community Day brought in about \$147.
- Father Mike recommended that the Sexton provide Picnic clean-up going forward, to help alleviate the workload. He has told the Sexton to plan on it next year.

#### **Outreach:**

- There was discussion about the Vanguard volunteers. Much appreciated, but Father Mike suggested that the Office needs to know of such visits in the future, as it could be a liability concern for the Church.

**Gene made a motion to approve all the written committee reports that had been distributed. Motion passed unanimously.**

## **New Business:**

### **Eagle Scout Standard Operating Procedure (SOP):**

- Chris distributed a draft of the SOP. There was a general discussion of the SOP, and some recommendations were made to adjust the wording, especially in the Project Funding section.

**Jean made a motion to approve the SOP with the suggested amendments. Approved unanimously.**

### **2017 Stewardship Campaign:**

- It was discussed that the Wardens will be leading the campaign for 2017.
- The kickoff will be October 23<sup>rd</sup>, at the Ministries Fair. The Campaign will last for 5 weeks, and will end with an In-gathering on November 20<sup>th</sup>.
- There will be a five week preaching series focused on different aspects of Stewardship.

### **Joanne discussed the Ministry Fair:**

- It is important to get the word out, and get parish members more involved in the Church.
- Joanne suggested a Stewardship/Pledge card, so the Stewardship expressions of interest can more easily and quickly be acted upon.
- There was discussion that the Ministry Fair should be held for all three services the weekend of October 23<sup>rd</sup>.
- It was also noted towards the end of our meeting that it is important to reach out to the other ministries, such as the Choir and others, to start preparing for the Fair.

### **GKO Update:**

- Father Mike updated the Vestry that the GKO Plan would be presented to the Township Planning Commission on October 26<sup>th</sup>. Bishop Daniel may attend if he is available.

### **RFP Process Update:**

- Father Mike updated the Vestry that there are 4 bidders for the RFP committee to interview, which will take place on October 4<sup>th</sup>, 6<sup>th</sup> and 13<sup>th</sup>. The bids are in the \$48K to \$110K range.

### **Bishop Daniel:**

- There was discussion of our new Bishop. All that have met him so far have been very impressed. People are expecting changes for the better for our Diocese. He has come across as very accessible, but demanding as well.

### **Vestry Covenant:**

- The idea, from the Vestry Retreat, that we create a Vestry Covenant was discussed. Vestry members were asked to review the samples that had been provided, and we will set aside time at our next Vestry meeting to start working on our own Covenant.

**Parish Hall Door Project:**

- Father Mike said he had been able to come up with two vendor estimates for make the door more secure. He will send the estimates to Rick, Jean, and Gene for consideration

It was noted that our next Vestry Meeting will be October 17<sup>th</sup> at 7:30.

**CLOSING PRAYER AND ADJOURN**

There being no further business, the vestry meeting was closed with a prayer offered by Father Mike. Adjournment was at approximately 9:15 p.m.

Respectfully submitted,

Jon Yenney, the  
Secretary of the Vestry

October 20, 2016