

St, Albans' Episcopal Church

Vestry Meeting Minutes

Date: 2/12/17 Location: Upper Room TIME: 1:00-4:30

MEMBERS:

- | | | |
|------------------------------------|-------------------------|------------------------|
| ✓ <u>Rev. Erin Hensley</u> | <u>Tanyia Conner</u> | ✓ <u>Claudia McKee</u> |
| ✓ <u>Gwendolyn Hustvedt</u> | ✓ <u>Yvonne Cyphers</u> | ✓ <u>Dawn Piper</u> |
| <u>Paul Veihman</u> | ✓ <u>Marcy Leonard</u> | ✓ <u>Bob Terrell</u> |
| <u>Alexander Clark</u> (treasurer) | | |

GUESTS: Rosemary Cole, Hardy Cole, Elizabeth Henson

1. Opening prayer and poem
2. *Parishioners' Concerns/Comments*
 - We want to be good listeners.
 - The Landscape Committee would like to make sure their plans are acceptable. The current budget includes \$80 per mowing including edging – Is this okay?
 - Our physical location is a blessing and our landscape is part of that. We care for the whole hill and have budgeted money for maintenance (mowing, tree-trimming, etc.)
 - Building Maintenance includes tree-trimming.
 - In 2013, \$7,000 was gifted for signage. Two of the three possible sights have not been successful. If the third option doesn't work, we may look into painting cross white, trimming trees, and add lighting to the cross to improve visibility from street.
 - There may be restrictions on altering the cross.
 - The recessing of current sign is required by TxDOT
 - The processes of small sign on frontage road may be unattainable.
 - Attained is one tree-trimming estimate of \$1,300 (DaveyTree) for trimming around church includes set-up and crew for 4-6 hours.
 - EfM would like a project that the whole parish may get behind to raise money.
 - Charles Flores at Annual Meeting mentioned a possible concert series.
 - Stewardship Committee within the Vestry will work to gain a better understanding of what may work..... and what will not - No BINGO, No Gambling.
 - EfM is already funding their mission through the work they are already doing.
3. Discussion of and Approval of Minutes – Because last meeting was Annual Meeting, many notes were moved to addendum to save paper. The addendum was added to cover information not covered in the minutes and is available upon request.
4. Vestry members were voted on during the lunch portion of the Annual Meeting in the Parish Hall. Marcy and Claudia were elected unanimously. Bob joined (via Vestry vote) as Barry's replacement.
5. Average Sunday Attendance (ASA) will help us "track our health"; but so will tracking parochial work done away from Sundays as well. Claudia offered to look through spreadsheets to track database, dig up numbers if needed. Marcy has also been working with keeping up with data.
6. Gwen explained *Mutual Invitation* – allows everyone to participate. One person speaks, invites another to share, pass, or pass for now. The process was practiced using "RESPECT" Guidelines. Part of being respectful in communication is respecting the process so as not to put words or thoughts into other people's mouths or minds.

7. Four Points Of Discussion –

All four topics were introduced and discussed using mutual invitation.

- a) Potential Leaflet – resizing/ reformatting
Saving on paper and printing costs, single sheet tri-fold met with approval (flexibility in the last portion of the layout will give room for announcements, prayer list, etc.)
Will larger font be possible? The font prescribed is slightly larger. Reporting financials in bulletin is good. BCP page numbers repeated verbally during service also very helpful.
- b) Monthly vs. Weekly Financial Reporting Out
If we only report out monthly vs. weekly, funds/ shortfalls may be confusing.
Former layout of *Budget* and *Actual* easy to follow, returning to old format suggested
- c) Wednesday Night Lenten Series – “do-able” vs. “important”
Discovery Series – Video/Small Group Conversation, Confirmation Exploration
Interfaith Workshop - Dialogue Institute of the Southwest – Hosted by Professor from Turkey to explore and discuss Muslim and Christian Common Values.
March 8th and 22nd @St. James site and then @ St. Alban’s .
Possibly reframe the two – might we combine the series... three sessions of Discovery and two Interfaith Workshop... Or do the Discovery during Lent and schedule Interfaith to happen later in the year. Decision to be made by Rev. Hensley.
- d) How do we wish to share personnel issues regarding payroll/staffing? There is an inherent questioning and underlying concern of the decision-making process. This occurred “after-the-fact” (following the budget process). We discussed topic w/ Mutual Invitation. If a parishioner asks, they may know, the budget is made available to anyone. We moved and passed motion to share 2016 and 2017 Annual Meeting Approved Budgets amended to show personnel costs broken down. This may be in a binder or on the bulletin board for anyone who asks or desires to know.

A Sense of the Meeting

The bulletin format could work and sharing financials using old format will fit nicely in the leaflet.

Personnel costs – Voted and approved to make available via board or book

Wednesday Night Lenten Series – Both options sound good. Weekly event is desired. If we can’t fit Interfaith Dialog, maybe move it to another date. Decision is Rev. Hensley’s

8. Skills for Ministry Exercises “Heroes and Heroines” / “Fulfilling Experiences”
Activities accomplished and discussed.
9. Two items from agenda are moved to March Vestry Meeting; Arena Metaphor and Heart-to-Heart
10. Vestry Resource Guide was used to discuss Role of Vestry and Role of Rector
Our Ministry Moving Forward – God’s Healing and Transformation
Looking at Leadership and Management – Striking a balance between vision and figures, structures, and organization. Vestry must also be focused on the future.
“Tallying” (little details) vs. “Doing” (our mission is growing Christ’s church)
Marcy summed it up best; “Maintain a box that contains the tools to bring Christ out....and bring Him back in again too.”
Role of Rector – Staff meetings 2/mo., Ministry matters, Address Parishioners’ concerns, seek council and/or seek votes (based on canons)
11. Shared prayer and passing of the blessing to adjourn the meeting.