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## Vestry Meeting Minutes

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December 5, 2017  
Tuesday, 6:30 pm

*Those in attendance: Father David, Julie Bliss, Tom Gallant, Patti Schaal, Brad Bollman, Pamela Glennon, Tyle McCormack, Dixie Terrell Wilhite, Steve Miller, Travis Jensen. Excused: Vicki Richmond Hawkins and Georgia Moen*

1. Opening Prayer...*Father offered the prayer*
2. Approval of Agenda
  - a. Election of Clerk of Vestry and Request for Volunteer to Take Minutes of Meetings...*Dixie has been elected as clerk and Steve will serve as minute-taker/secretary*
  - b. Election of Treasurer...*Bev Royer will once again serve as our treasurer. Our thanks to Bev!*
  - c. Duties of Vestry: *Father David outlined our responsibility as members to uphold the following:*
    - *to the congregation...our obligation to the Parrish. Communication is the key to our successful work. If and when a church member expresses a concern, it is our obligation to use their name (with their consent) when a concern is expressed.*
    - *financially: to be addressed at January meeting...be good stewards of the many gifts that we have been afforded*
    - *building and property...be responsible for our property and appreciate what generations of members have provided*
      - *in relationship with the diocese...be aware of our relationship and maintain this*
  - d. Organization of Vestry
    - *meeting dates and times: share calendar*
      - 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays, 4<sup>th</sup> Wednesday not good for Senior Warden
    - *mailboxes...we are all assigned a mailbox. Check on regular basis*
    - *use of email, including for votes (setting guidelines for voting by email)...at times we will be asked to use electronic email for voting. It was pointed out by our clerk that electronic vote must be unanimous.*
      - *notebooks...Theresa prepares the notebooks each month. After this meeting, please take your notebook home and become familiar with contents. Return in advance of next meeting so that Theresa can update contents*
      - *Sunday counting...as members, we are responsible for the weekly accounting of monetary receipts. Work will be done in pairs and we are asked to sign up for Sundays on which we can work. All materials and supplies are located in the cabinet in the library. Bev will let us know if there is anything that we need to improve upon...if necessary.*
3. Reports (not all subjects will have reports or action to be taken)
  - a. Clerk
    - *approval of minutes from meetings in August, September, Motion by Patti, second by Dixie...passed. Annual Meeting...Motion by Dixie, second by Patti...passed.*
    - *communications*

- other

b. Rector

- review of Annual Meeting Reports written by members...*Spirited discussion ensued regarding what has been written about St. John's by our parishioners. There were common themes..."we are doing remarkable things."*

c. Minister of Mission/Mission Team...No report

d. Senior Warden...*No report*

e. Junior Warden...*No report, but commented under buildings and grounds*

f. Building and Grounds

- Update on chapel...*discussion about latest happenings. For the most part, things are "quiet" at this time. An "Open/Closed" sign seems to be helping. This may be due to the hours that the chapel is open. Cameras outside of chapel...strong discussion occurred based on the "need" for security cameras. "Why are we doing this?" "Is this imposing?" "What will we do with the footage if someone does something?" "Working or non-working camera?" "Cost versus need?" "Ability to identify people." "What would the insurance company say?" "Respect other people's privacy." "Monitor what is taking place." Cameras will be explored in coming months. Tabled for now.*

*Carpet...We have an estimate for carpet cleaning in Memorial Hall. Royal Carpet has submitted an estimate for \$600.00. It was felt that we should seek two more estimates. Theresa will call vendors. Rodent control continues. No signs of mice, but an occasional sign of bats. Our vendor is responsible and timely in getting to church to help extract rodents including a recent infiltrating squirrel. Trapped and removed.*

*PerMar Security Services has install equipment in the chapel and sanctuary. Wireless smoke/heat detectors were placed. One in the chapel and two in the main church. Father "tested" with incense to make sure that sensors would not report. (Brad shared that PerMar is short for Perfectly Marvelous.) This was an outright sale with no maintenance fee as it is included with our contract with PerMar.*

g. Communication/Office Manager

h. Deanery and Diocese

i. Ecumenical

- NAOMI

- Circles of Faith

- Other

j. Education and Formation

- Church School

- Wednesday book study

- Sunday adult study

- Growing Together

- Trinity Institute

k. Finance

- Treasurer's Report...*Motion by Julie, second by Tom to accept. Passed.*

- Stewardship Report

- Creating a budget for 2018

- 2018 Diocesan Pledge: see separate page on Rector's recommendation...*Motion by Tom, second by Patti to accept. Passed.*

l. Outreach and Evangelism

m. Stewardship...*We are "right on track." Pledges dipped by about \$11,000.00. However, new pledges have made up for that deficit.*

n. Worship

- baptism of Norah Ruth Morris on January 14<sup>th</sup> at 10 am service
- Bishop Jim Jelinek, retired bishop of MN, to be celebrant at 10:30 pm Christmas Eve service with Fr David preaching

4. Old Business...*It was discussed that having current and future listing of "duties" for each Sunday should be listed in the bulletin. Despite being posted elsewhere, it was felt having it in print and accurate would be helpful. Also, it was felt that something that would help with the dates and times of services for the Advent season could be sent to homes via USPS. A postcard will be sent.*

5. New Business

6. Upcoming Calendar

– Next parish pot luck dinner: January 6 for Epiphany at 5 pm  
*The next outreach luncheon will be held on 12/30/17*

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7. Next Meeting...*Our next meeting will be on 1/17/18 at 6:30 p.m.*

8. Blessing and Adjourn...*Motion by Patti, second by Dixie. Passed.*

*Submitted by Steve Miller*

*12/6/17*