

Vestry Meeting Minutes
St. Michael's Episcopal Church
Lexington, KY
Saturday, January 24, 2009
Chapter Room at 10:00 a.m.

ATTENDEES: Rev. Joan Pritcher - Rector in the Interim.

Vestry Members: Markus Cross, Ken Davis (Junior Warden), Lynne Evans, Vibert Forsythe, Duncan Hart (Senior Warden), Mark Leaver, Karen Miller, Rupert Pickens, Charlie Shanks, David Weatherly, Laura Whayne (Clerk).

1. The meeting was called to order at 10:15 a.m. The devotional was led by the Rev. Joan Pritcher.

2. Agenda: The Election of the Clerk was added to the agenda, following the Announcement of the Junior Warden. The agenda was accepted as modified.

3. Approval of the Minutes for December 2008: MOTION: Charlie Shanks made a motion to approve the December 2008 Minutes of the Vestry. David Weatherly seconded the motion. The motion passed.

4. Pastoral Records: The Parish Records Report was distributed to the Vestry by Pat Evans.

5. Leadership and Committee Reports:

A. Senior and Junior Wardens:

- Senior Warden: Duncan Hart will continue another year as Senior Warden.
- Junior Warden: Charlie Shanks nominated Ken Davis. Mark Leaver nominated Rupert Pickens. Election was by paper ballot. Ken Davis was elected as Junior Warden. The Junior Warden is the people's warden and serves on the Executive Committee. The Junior Warden can supervise the Building & Grounds Committee by delegating the responsibilities to someone else.

B. Election of the Clerk: Laura Whayne was re-elected as Clerk.

C. Election of the Executive Committee:

- The Rector nominated the Senior Warden, Junior Warden, Vestry Representative for Buildings, and the Clerk to serve with the Rector on the Executive Committee.
- MOTION: Duncan Hart made a motion to accept the nominations. The motion passed.
- The Executive Committee will meet monthly, the week before the Vestry meeting.

D. Finance Report:

- A financial statement was distributed by Steve Thurn, Treasurer.
- Checks and Credit Card Procedures: If a check is under \$1000.00, one person signs the check (Senior Warden). If a check is \$1000.00 or more, two people sign the check. Requests for checks are submitted to Debbie Blandford, who documents the request/check. To use the St. Michael's credit card, a written request must be submitted.
- Counters now have a policy that is in compliance with the National Church. Duncan will meet with the counters next week to share the policy. ACTION: Duncan will develop a check list of procedures for the counters.
- The plate had an extra \$3000.00 this year. Pledges were at about 90%.

- Using bank funds and some of the restricted funds from Making Room for Ministry (MRFM), the 2008 Diocesan Assessment was paid on January 15, 2009.
- Line of Credit/Loan: MOTION: Duncan Hart made a motion for St. Michael's Church to get a revolving, secured line of credit of \$100,000.00 for the duration of two years. Charlie Shanks seconded the motion. The motion passed with a vote of ten to one. The line of credit will be requested from the New Bank of Lexington (formerly the Bank of the Bluegrass). This is the equivalent of a second mortgage. Madeleine Baugh will serve as our attorney. We will need to get approval from the Bishop and possibly the Diocesan Executive Committee.
- Banking Services: St. Michael's banking accounts will be moved to the New Bank of Lexington. It also has online banking capability.

E. Stewardship Report: Duncan Hart reported that as of 1/24/09 we have 91 pledges in the amount of \$224,634 for 2009. As a result of the stewardship campaign, we will have an updated membership list. One can print a membership directory from the website. An Easter letter will be sent out asking for donations, much like the Christmas letter. It will stress that stewardship is more than just financials and should be a year round effort.

F. 2009 Budget: Not everyone had a copy of the draft budget so we will have a special meeting of the Vestry to address the budget. All aspects of the budget are under consideration. Some items mentioned for discussion are e-ministry, youth, cleaning service, earth ministry, and music.

G. Report of the Rector:

- ACTION: Mtr. Joan Pritcher will send out a schedule of Vestry meetings and special feast days so we can plan to attend them, with the understanding that sometimes there are conflicts in personal schedules.
- The Vestry recognition and commissioning will be Sunday, January 25, 2009. Vestry members are asked to attend all three services.
- New Vestry members were given a Vestry notebook. A Vestry manual is being ordered.
- Search Process for Rector: Two Sacred Conversations will be held 2/11/09 and 2/18/09 and will serve as informational meetings with Q&A. One of the purposes is to help manage anxiety. ACTION: Send a postcard about the Sacred Conversations. Also provide a handout with the basics about the search process. The Diocesan Website has documents about the search process.

H. Assign Ministry Areas to Vestry Members:

Markus Cross – Grounds and New Members
 Ken Davis (Junior Warden) - Growth; Process and Procedures
 Lynne Evans – Children and Youth; School Representative
 Vibert Forsythe - Discipleship
 Duncan Hart (Senior Warden) - Stewardship
 Mark Leaver - Outreach
 Karen Miller - Hospitality
 Rupert Pickens – Pastoral Care
 Charlie Shanks - Communications
 David Weatherly - Buildings
 Laura Wayne (Clerk) – New Members

I. Replacing Nancy Tucker on the Vestry: Nancy Tucker resigned from the Vestry due to health issues. The replacement will also serve as co-chair of the Hospitality Committee. Mtr. Joan Pritcher, Duncan Hart, and Karen Miller are working on finding a replacement.

6. Vestry Retreat (afternoon):

- Expectations for the Vestry:
 1. Set the tone based on three disciplines: grace (be role models), creativity (collaboration), and fidelity (faithfulness to the community and God).
 2. Be present on Sundays and special feast days.
 3. Give and pledge to the congregation
 4. Coordinate our efforts.
 5. Be open minded to ideas from the inside or outside
 6. Be accepting and loving of each other
- Suggestions/Ideas:
 1. Have written reports for the Vestry minutes from each ministry area
 2. Identify people in the congregation, especially those not involved, and ask for their input
 3. Re-establish our Vestry Groups to meet and communicate with the congregation
 4. Perhaps conduct a survey of the congregation in February
 5. Establish committees, as needed, to help think things through
 6. Make use of Office Volunteers, going through Mtr. Joan and Carrie Watson.

7. Next Month's Agenda and Devotion:

- Devotional for February: Laura Whayne
- The next Vestry meeting will be Tuesday, February 17th, at 6:30 p.m. in the Chapter Room.
- Review the Vestry Covenant

8. Action Items:

- ACTION: Duncan will develop a check list of procedures for the counters.
- ACTION: Mtr. Joan Pritcher will send out a schedule of Vestry meetings and special feast days so we can plan to attend them.
- ACTION: Send a postcard about the Sacred Conversations. Also provide a handout with the basics about the search process.
- ACTION: Schedule a special meeting of the Vestry to discuss the budget.

9. Meeting Adjourned: The Vestry meeting and retreat adjourned with prayer at 2:30 p.m.

Laura Whayne, Clerk

Duncan Hart, Senior Warden