

**Vestry Minutes**  
**Approved November 17, 2011**  
**ST. BONIFACE EPISCOPAL CHURCH**

Date: October 20, 2011

**Vestry Members Present:** Dean Taylor (Interim Rector), Jim Palermo (Senior Warden), Reg Irvine (Junior Warden), Gary Buchmeier (Treasurer), Kathie Hayes (Asst. Treasurer), Carl Hye-Knudsen, Carol Marcus-Epperly, Henry Rhodes, Susan Rife, Richard Swastek, Mary Tucker, Becky Westbrook, Sandy Wilbur, Bruce Wilson and Bill Wood.

**Vestry Members Absent:** Michael Walker

**Other Attendees:** Andi Taylor (Associate Rector), Betsie Danner (Director of Stewardship) and Melba Hye-Knudsen (Clerk).

**Call to Order:** Dean Taylor called the meeting to order at 5:00 pm with a prayer and stated that he was impressed by the spiritual health he sees at St. Boniface. He complimented Ted Copland for leaving the Church in such good order. Dean indicated that at most meetings he would present a short *Focus Challenge* to the vestry.

**Minutes:** A **motion** was made, seconded and adopted that the minutes of the vestry meeting held on September 15, 2011 be accepted as distributed.

**Report from the Music Minister:** Seth Wertz provided an update on the Church organ and piano. Seth indicated that the organ “leathers” were recently inspected and no significant maintenance is required. The organ is 32 years old and the console does not have digital capability. Seth reported that a complete replacement of the console would cost \$163,700 and upgrading the existing console to digital mode would cost approximately \$38,000. Seth recommended the upgrade option to the vestry and indicated this modification is needed to maintain the world class status of the instrument. He also assured the vestry the organ gets routine maintenance at the cost of about \$2,000 per year. Seth also reported that the piano in the church is on loan and the owner has requested that it be returned. Seth recommended the vestry authorize the purchase of a new piano for the church at a cost of between \$80,000 and \$100,000. Having a quality piano is mandatory for to support the music program and attract high quality musicians.

**Report from Stewardship Director:** Betsie told the vestry that the Annual Appeal for 2012 is themed “*Coming Together*” and provided the schedule and actions. Packet pick-up will be Sunday, November 6 and returned by November 20. The Vestry will be available at coffee hour during the pledge period at the “Vestry Listening Post” Vestry volunteers are needed for packet pickup and to staff the Listening Post.

Betsie indicated that she is working with Dean on a special Lenten program which will include a focus on Legacy Giving and that the Thanksgiving offerings in excess of \$1,000 will be donated to the All Faiths Food Bank.

**Financial Review:** The treasurer, Gary Buchmeier, presented the Analysis of Revenues and Expenses year-to-date through September 2011. Gary reviewed the report in detail and highlighted that currently the income appears to be about \$34,000 less than we had anticipated and this would need to be closely monitored during the remainder of the year. A **motion** was made, seconded and adopted that the Revenues and Expenses Year-to-Date through June 20 accepted as distributed.

**Focus Challenge:** Following the financial discussion, Dean took this opportunity to present his first focus challenge to the vestry. He reminded the vestry that the staff is the engine that drives the church and that during this time of transition they are even more critical. He complemented the outstanding work the staff is doing and challenged the vestry to find ways to restore the salary losses the staff took in 2008. He made suggestions for the vestry to consider as the 2012 budget is developed.

**Search Committee:** Mary Tucker reported that the committee had begun their meetings and Charles Kiblinger had been working with them. On October 30 the committee will meet to select their chairs and secretary and will be able to present these people at the annual meeting on November 10. The committee is also working to become familiar with the History of St. Boniface.

**Church Profile:** Susan indicated that surveys are coming in but she hopes get more. Susan will be speaking at the annual meeting and her goal is to present the draft profile on November 10. Jim reminded the vestry that when we are ready to call for candidates for rector, this must be coordinated with the Diocese.

**Annual Meeting and Vestry Class of 2014:** Reg Irving, on behalf of the nomination committee, presented two new candidates Tony Neubroch and Holley Schroeder, for vestry positions. Reg indicated that Kathie Hayes and Becky Westbrook had agreed to stand for second terms. Reg and Susan will rotate off the vestry and Jim, who would normally rotate off this year, is required to remain as Senior Warden until the new Rector is installed. A **motion** was made, seconded and adopted to present the following 2014 nominees to the parish: Kathie Hayes (2<sup>nd</sup> term), Tony Neubroch, Holley Schroeder and Becky Westbrook (2<sup>nd</sup> term). The slate of candidates will be presented to the parish at the annual meeting on November 10 and balloting will be by paper (absentee) in advance of December 4 or by vote at the second part of the annual meeting, 10:15am Sunday, December 4, 2011. The **annual meeting agenda** for November 10, 2011 was established and is included as an attachment to the minutes. A **motion** was made, seconded and adopted to authorize spending up to \$1,500 from the Bequest Vestry to Designate Fund (903101) to cover the cost of food associated with the November 10<sup>th</sup> meeting.

**Gift to Honor the Rev. Wayne F Farrell:** Jim presented a proposal to contribute funds to All Saints Episcopal Church in Tarpon Springs, FL to purchase a chalice for the church to honor Rev. Farrell's recent ordination. Jim indicated that All Saints would match the funds we provided. A **motion** was made, seconded and adopted to authorize giving \$700 from the Pancoast Memorial Fund (904107) to All Saints under the provision that the money be used to purchase a chalice to be engraved with the name and ordination date of Rev. Wayne F. Farrell.

**Other Business:** On a **motion made and seconded, the following resolution was adopted:**  
RESOLVED, that the Housing Allowance for the Rev. Charles Dean Taylor, beginning October 1,

2011, be and hereby is set at \$25,000; the housing allowance set in this resolution shall remain in effect for all future periods until and unless otherwise provided or modified in a future action by the Vestry.

There being no further business, Dean adjourned the meeting with a prayer at 7:00pm.

Respectfully Submitted,

Melba Hye-Knudsen, Clerk of the Vestry

**Vestry Meeting Schedule (all business meetings)**

November 17, 2011

December 15, 2011

January 19, 2012

**Other Important Dates**

November 6, 2011

Pledge Packet Pickup

November 10, 2011, 5:00-7:00pm, Community Center

Annual Meeting Part One  
Present slate of vestry candidates

November 20, 2011

Abundance Sunday

December 4, 2011, 10:15am, Community Center

Annual Meeting Part Two; Honor outgoing vestry and elect new members

January 15, 2012, 10:15am, Community Center

Financial Review: 2011 Status and Budget Plans for 2012-2013

**Saint Boniface Annual Meeting Part One November 10, 2011  
Community Center 5:00pm-7:00pm**

**5:00 – 6:00 Social Hour with beverages and hors d'oeuvres**

**6:00pm Business Meeting**

Call to Order, declare a quorum, appoint a secretary – Dean Taylor

Presents slate of nominations for vestry, calls for other nominees, closes nominations and calls for motion to accept.

Transition Update & Draft Parish Profile – Susan Rife

Search Committee Update – Mary Tucker; Chair of Committee

Junior Warden's Report – Reg Irving

Senior Warden's Report – Jim Palermo

Forty Days and forty nights as your Interim Rector – Dean Taylor

Calls for other Business

Adjourns the meeting until December 4, 2011 at 10:15 in Community Center

Closes with prayer

**Childcare is available but you must sign up.**