

CHRIST CHURCH EPISCOPAL
Vestry Meeting
September 15, 2009

Approved – October 21, 2009

Members in Attendance: Marc Halbritter, Senior Warden, Joe Gallagher, Jr. Warden, Rick Elliott, Bill Beattie, Amy Goodman, Dave Soule, Melinda Hancock, John Daylor, Shelley Putney, Registrar, Elizabeth Franklin, Jim Wheeler

Staff in Attendance: Paul Johnson, Rector, Hillary West, Assistant Rector

A motion was made to approve minutes from the August Vestry Meeting. The motion seconded and was carried.

Financial Report – Dave Wasik

Revenues:

- August revenue exceeded budget by \$13K; \$91K vs. budget of \$78K.
- YTD revenue is \$54K ahead of budget; \$720K vs. budget of \$666K, but slightly behind of Jan-August 2008, \$720K vs. \$734K.
- All of the YTD positive variance is driven by favorability in pledge income.
- Growing for the Generations August revenue was \$39K, bringing the total so far to \$616K.

Expenses:

- August expenses were \$3K favorable; \$98K vs. a budget of \$101K.
- Expenses are running \$92K favorable to budget YTD; \$711K vs. budget of \$803K.
- Under-spending in missions/outreach continues, but will pick up in September.
- Most expense categories were on track.

Contribution:

- August contribution was a \$7K deficit vs. budgeted deficit of \$23K.
- YTD contribution (revenues minus expenses) is a \$9K surplus vs. a budgeted \$137K deficit.
- Our 2009 outlook is a balanced budget, but to get there we'll need a strong 4th quarter of giving and continued expense discipline.

Cash Position:

- Cash position is strong, with an unrestricted cash balance of \$221K. This is better than expected because of higher revenue and lower expenses.
- Lydia's Purse balance stands at \$11.9K, down \$800 from last month.

Infrastructure:

- Last meeting, we agreed to an annual stewardship campaign goal of \$1.3MM.
- Next month we will complete our next quarterly reforecast for 2009 and 2010.
- We need new tellers. This will be added to the bulletin.

Other:

- Food Bank Offering - Loose plate offering for the first weekend in September was \$1,779.88. This is three times the usual 'loose plate' offering. The first 'loose plate' offering of each month will be given to the Food Bank. This will continue through the end of the year, and possibly longer. A decision will be made at the end of the year.
- Audit Follow-up - Implementation of auditor recommendations will be the responsibility of the Finance Committee. Dave will provide an update at the next vestry meeting.
- Growing for the Generations (G4G) Update – We are currently 38% collected, which is on-track with projections.
- There was preliminary discussion of stewardship goals. Diocesan giving and other priorities were also discussed.

There was a motion to approve August financials. The motion was seconded and carried.

Mustard Seed (Community) Garden – Project Update - Implementation and Funding:

- The purpose of the garden is to allow us to serve as faithful and responsible stewards of God's creation through sustainability, and to teach/model these practices to others; to serve as evangelists, inviting the community to share in the ministry of caring for the garden; to produce a regular harvest for those in need.
- The Community Garden Ministry Team requested approval of both the implementation schedule and funds of \$4,054 to establish the garden.
- There was discussion of the garden's proposed location and implementation. There was additional discussion regarding the Henrico County cut-through and right-of-way for the new road. It was agreed that ground-breaking for the garden will occur only after we have solidified with the county where the cut-through and right of way will be located.

There was a motion to accept the implementation schedule, which includes location as stated near the Church House, and to approve use of up to \$5,000 to get started. There are two addenda to this resolution. First, this approval is subject to review and solidification with the County of where cut throughs and right of way will be for the new road. Second, this includes a statement of vestry expectation that a significant portion of the produce will be used for benefit of needy. The motion was seconded and carried.

Rector's Report – Paul Johnson

Stewardship Goals –

Paul opened discussion of dreams and imaginings of what could be possible through the ministry of CCE's community in the next year. What is God's vision for the future of CCE and its ministries? We can let dreams guide our stewardship goals, rather than letting pledges drive our dreams. Some dreams for CCE include:

- Increase our leadership role in the Diocese of Virginia;
- Implement new pastoral care and teaching ministries such as parenting workshops; career transition workshops, and more support groups to weather challenges we face in life;

- Expanded support and service to CARITAS, Micah Initiative, Comfort Zone Camp, Habitat for Humanity, Rebuilding Richmond Together. Increase our service of the suffering and forgotten;
- Provide a means to access worship experience throughout the week through CDs, podcasts, and video casts;
- Model a sustainable way of living through the new community garden;
- Increase staff to ensure greater support of ministries;
- Provide space for youth to gather, worship, study and minister to one another on campus of CCE; a sustainable budget for the Youth Ministry at CCE.
- Memorial Garden on CCE property – a place of tranquility, peace and rest.

Nathan Dungan's Visit –

Nathan Dungan will be at CCE this weekend. Other parishes have been invited. Jeremy has encouraged Youth to attend. The visit was also publicized to CCE Preschool parents, in weekly diocesan email and in the Times Dispatch.

CCE Preschool –

The preschool year has started. Cheri Eck, Director of the CCE Preschool, is a wonderful leader for the school. There are forty new families, one-third of which are CCE members. The students have Chapel each week and are joined by some parents. Vestry is appreciative of the warm and loving ministry that the preschool provides to many children and their families.

Children's Ministry -

Rebecca Guzman is doing a wonderful job with the Children's Ministry. There are seventy people currently helping with Sunday School.

Warden's Report – Marc Halbritter and Joe Gallagher

- Building Steering Committee (BSC) Update –
 - There was an issue with the septic tanks. The tanks have been removed as required by structural and geotechnical engineers. BSC and Century Construction are working through costs, which will be funded through 'contingency' in budget.
 - Upsizing of sprinkler piping has occurred in conjunction with relocation of underground fire lines. Upsizing the piping allowed us to avoid purchasing a new fire pump.
 - Foundations were poured for new milling area. One of the footings did not come up to required strength. The contractor and BSC worked together to come up with acceptable repair, which was completed at contractor's expense.
 - Century's revised construction schedule has the expanded sanctuary ready for use by Christmas Eve services and project completion between the end of December and January 31.

- The project remains on budget. Remaining contingency is considered adequate.
- Upcoming milestones:
 - Framing of the new walls will begin next week.
 - Large roof trusses are due to be delivered in early October.
 - Music Wing foundations are beginning and CMU foundations will be installed.
 - We will finalize the agreement with Barbizon for the lighting controls system.
- Youth Building –
 - The Youth Building Team received three proposals for the new building from Leemac, Century and THS Construction.
 - Leemac Construction pulled their proposal from consideration, days before their interview. Century’s proposal was much higher than the budgeted amount and removed from consideration.
 - THS Construction’s proposal was complete and comprehensive. Their proposal was over the budgeted amount, but they acknowledged that getting to the budget is attainable with a team approach and some hard decisions by CCE.
 - The Team is visiting the recently completed Richmond Community Church and attempting to meet with the Pastor to get his feel about THS, their approach and the quality of work, prior to making recommendations to Vestry.
 - Vestry discussed the proposals and options. This is still planned as a 5,000 to 7,000 square foot facility. The current bid is \$636,000 for 6,400 square feet. This includes a 4,000 square foot steel metal building with a ‘bump-out’. The building includes offices, conference rooms, bathrooms, showers, HVAC, lights. The current bid does not include furniture & fixtures, sport court or contingencies. A high priority at the October Vestry Meeting will be for us to take appropriate steps towards clarity on this issue. Additional information will be available at that time. The goal is to have two or three options, including contingencies.
- Church Picnic Recap – Celebration of Paul’s Ministry at CCE -
A unanimous resolution was passed prior to this month’s meeting. The resolution was in thanks for the 16 years of service of Paul Johnson to Christ Church Episcopal. (Attach Resolution).

Youth Minister Search – Elizabeth Franklin

The Youth Minister Search is moving forward. The team has spoken repeatedly with three candidates, who are now in the process of speaking to staff. Two or three candidates will be invited for a visit to CCE campus in October or November. Candidates will come into town on Friday, stay with a family, tour Richmond, attend a cookout Saturday night, attend worship services and Sunday Youth Group.

Caritas – John Daylor

The next Caritas will be the third week in February and is currently in the planning stages. Vestry voiced appreciation to Jenny Pandak, Sandra Garrett and many volunteers for great work on the most recent Caritas. Jenny and Sandra have agreed to chair again in February. Some ideas and options for the next Caritas were discussed.

The meeting was closed in prayer and adjourned at 9:30.

Respectfully Submitted,
Shelley Putney
Registrar

