

Minutes from Meeting of the Vestry
Church of the Redeemer, Bryn Mawr, PA

Tuesday, January 9, 2018
7:00 – 9:30 pm

Attending: Jay Brown, Jan Clarke, Anna Gerrity, Phil Jodz, Elizabeth McLean, Bob Nalls, David Senior, Scott Stephan, Carter Williams, Kathleen McClave, Andrea Cayley, Jay Einspanier, the Rev. Peter Vanderveen, the Rev. David Romanik, and the Rev. Jo Ann Jones

Recorder: Jay Einspanier

The meeting of the Vestry was called to order, and Peter Vanderveen opened with prayer.

Minutes: The minutes of the November and December vestry meetings were read and approved.

Rector's Warden Report: David Senior opened by addressing a number of items on the horizon, making mention that 2018 will be a very important year.

Accounting Warden Report: Phil Jodz reviewed the end of year numbers for the parish, reporting a slight surplus of approximately \$10,500. He proposed, and it was approved, that \$10,000 of the surplus be placed in the parish's Building Maintenance Fund. He then reviewed the 2018 budget after passing out the detail on the budget. The proposed 2018 budget shows a projected surplus of \$9,955. A motion was received that the budget be accepted followed by a second. The proposed 2018 Budget was unanimously approved.

Parish Administrator: Jay mentioned that he remained focused on a number of end of year projects that were underway, including new protective window coverings at the church and other small year-end wrap up items. He was also busy with year-end numbers and the preparation of the 2018 budget. A question was raised concerning the various metrics reflecting performance measures for the Parish in 2017. Jay promised to have an updated set of metrics available at the vestry retreat in February.

Associate Rector: David Romanik noted that the upcoming Confirmation of youth and adults is being eagerly anticipated. He called it a true celebration. He made mention that of those adults who will participate, most had not been in the parish 18 months ago. He gave special praise to the Pastoral Care Committee. He said that the Advent caroling event was very successful. Since Lent is soon to begin, he asked everyone to be attuned to the upcoming communications regarding Adult Formation.

Associate Rector: Jo Ann Jones noted that she was very excited to present her 1st Confirmation class. She noted that the youth group (RYG) continues on track in organizing for the upcoming work trip to Florida, and along with Carter Williams, she asked for support for the upcoming RYG dinner. A discussion followed regarding the increase in participation on the trip and the resulting increase in associated cost.

Seeing that this increase in participation might double the projected costs of the trip, the vestry requested an ongoing review of the budget and trip details. The vestry strongly supported the trip.

Rector's Report Peter noted that Bishop Gutierrez would be coming this Sunday to officiate at the Confirmation service. He said that the vestry is invited to join the Bishop for a light lunch following the service. He is still in conversation with Lower Merion Township regarding adopting appropriate security measures (following the church shooting in Texas). He stated that Advent overall appeared to go well, pointing toward the Pageant in particular. Many who attend this service are not members of the parish. This is in contrast to the late service where, increasingly, those who attend are members. Some in the vestry asked for a more robust and festive service for Christmas morning.

Legacy Into Promise: The Q&A or FAQs process is now live on the Legacy into Promise web page. Ken monitors this page daily and will keep current with all questions. The Operating Committee is now meeting twice monthly on Fridays in the Parish House. The Construction Committee met earlier in the month and selected W. S. Cumby to handle the pre-construction phase. A question was raised whether Cumby could handle their current workload and our project as well. The answer was yes, given the early notification. Regarding Communications, Peter passed out a draft of the agenda for the Annual Meeting. He also distributed a copy of the letter that is going to be sent to those who have already pledged/given and asked for feedback by the next Monday. He provided a "mock up" of the mailer to be used to kick off the public phase of the campaign. He offered that the vestry is free to contribute to the content. The piece will be mailed out shortly after the Annual Meeting. Carter Williams stressed the need for personal contact whenever possible as part of this phase. Peter asked for vestry approval to spend up to \$5000 on the mailing piece. This was passed unanimously. Peter then presented the key guiding principles for the project. Additionally, Peter mentioned that we are in discussion regarding the development of 2 contracts: Architect and Construction Manager. Bob Nalls requested that permission be given to sign a contract with Milner Architects representing a total payment for the project through construction of \$780,000. One quarter of the amount would be paid through the actual construction phase. As with all contracts being developed, this contract can be cancelled at key points without penalty. The proposal on the Milner Contract was approved. Finally, Peter mentioned that we are in preliminary discussions with a number of firms to assume the role as Owner's Representative.

Rector's Warden: David Senior finished his term as Rector's Warden by offering a brief review of the year.

Closing: A motion was made to close the meeting, seconded and approved. David Romanik closed the meeting with prayer.