

MINUTES FROM THE MEETING OF THE VESTRY
Church of the Redeemer, Bryn Mawr, PA
Sunday, June 24, 2018

11:15-12:30

Attending: Jay Brown, Jan Clarke, Mackie MacLean, Andrew Masterman, Caroline Morris, Scott Stephan, Carter Williams, the Rev. Peter Vanderveen, the Rev. David Romanik

Absent: Susan Adeniyi-Jones, Andrea Cayley, Phil Jodz, Caroline Manogue, Elizabeth McLean, the Rev. Jo Ann Jones, Jay Einspanier

The meeting of the vestry was called to order and Fr. Vanderveen opened with prayer.

The minutes of the May reading were approved as recorded.

Rector's Warden Report:

Andrew provided an overview of the state of operations and the Legacy into Promise campaign. He mentioned in particular the continuing work of preparing and providing for the vestry a clear and comprehensive financial report for both the capital campaign progress and the expected cash flow for the renovation project.

Accounting Warden Report:

Mackie reported that the May financials were, on the whole, fairly in line with budget expectations, with the notable exception on the revenue side of a drop in pledge receipts for the month. Other variances were largely attributed to timing issues. Expenses have been running under budget.

Mackie provided a thorough update on the Legacy into Promise financial status. In order to keep the capital campaign accounting as clean as possible, Jay recommended that the vestry set for the record an official start date for the campaign of 1/1/15. This would automatically then include \$140,609 of pledge payments actually received for the campaign in the 2015 calendar year.

A motion was made to record the beginning of the campaign as of 1/1/15 and this was approved. In light of this shift in campaign timing, Mackie informed the vestry of three gifts received between 2015 and 2016 in the settlement of bequests. In the Fall of 2016, the vestry had voted to direct all received unrestricted gifts that were greater than \$10,000 to the Legacy into Promise campaign. Mackie requested that the vestry amend this directive to include these three unrestricted gifts, with a total value of \$146,967.

This was moved and approved.

Mackie distributed and described the Spending Authorization policy for all Legacy into Promise expenditures. It outlines the persons and committees that must approve expenditures according to the cost of submitted bills or contracts.

The Spending Authorization policy was moved and approved.

Mackie then presented the 2017 Parochial Report for review and approval. Peter noted that the financial section of the report was clear and accurate, but the register of services and membership included categories that had been traditionally misrepresented or asked for numbers that were

impossible to accurately acquire. This elicited much conversation about the report and how the church should continue to fill in the data requested.
The 2017 Parochial report was moved and accepted.

Liaison Reports

Very little was reported since few committees had met since the previous vestry meeting.

Associate Rector's Report

David gave a quick update on end of the academic year activities. Vestry members praised his work with the NEW committee.

Rector's Report

Peter noted that, as the vice president of the board of ECS, he had been very busy in June working to complete a Covenant statement that would outline the work of ECS with the parishes of the diocese. The Covenant was now waiting on approval by the bishop.

Peter also noted that Ken and he were resuming work with Hollister Creative on improving the various communications coming from The Redeemer.

Peter informed the vestry that he had recently spent a full day at the St. James School in West Philadelphia, with the goal of determining how The Redeemer might be able to get involved with the program and operations there.

With regard to Legacy into Promise, Peter marked the importance of the Zoning Hearing Board meeting scheduled for July 12. Representatives of the church would be seeking a number of special exceptions from the township for the renovation. He also stated that the Design Development committee's goal was to be able to submit finished design plans to W.S. Cumby by the end of July. Cumby would be able to provide more accurate building cost estimates with this information. The Design Development plan estimates were scheduled to arrive in late August.

David Romanik closed with prayer.

Meeting was adjourned.