

Vestry Minutes – Church of Our Redeemer

Wednesday, January 19 – 7:30 p.m.

Choir Room, Church of Our Redeemer

Attendance: The Rev. Kate Ekrem (Priest-in-Charge), The Rev. Sabeth Fitzgibbons (Assistant Priest), Connie Parrish (Sr. Warden), George Murnaghan (Jr. Warden), Frank Kern (Treasurer), Paula Antonevich (Assigned Clerk), Bob Bettacchi, Mary Ann Burnside, Emily Charlton, Ian Fox, Jim Neumann (Finance Committee), Peter Lund, James Surprenant, and John Woodward (Strategic Planning Committee Consultant). Absent: Rose Bennett, Randy Bowlby, Alex Davis, Susan Emanuel, and Sandy Keshishian.

The meeting was called to order at 7:30 p.m. by Kate Ekrem and began with prayer offerings through the use of the hand labyrinth.

Strategic Planning Report (Peter):

Peter distributed the completed Strategic Planning Report 2010 that was generated by the members of the Strategic Planning Task Group (copy attached). In two major parts, the Report outlines the goal of the Task Group with historic, contextual and demographic data considerations, as well as the results and recommendations based on the Task Group's meetings, discussions, and discernment.

Peter asked each Vestry member to become familiar with the findings of the Task Group by reading Part Two of the Report (beginning on page 21), that identifies the Core Values and the four Strategic Goals and corresponding Objectives and general Action Steps. *Specific* action steps will be determined as each object is considered and adopted by the Vestry or appropriate, working committee.

The Core Values have been identified as worship, formation, and mission. The Strategic Goals include Worship, Christian Formation, Mission, with Sustainability as an overarching goal encompassing previous three. The Core Values are to be seen as interdependent, not singularly.

Discussion ensued about the consideration of Redeemer's physical space relational to the outlined goals. The Task Group determined that the consideration of building usage and space would be reviewed as the action steps were considered. The physical space of the building did not drive the discussion about the actions steps rather the action steps will drive the discussion about the use of space.

There was discussion about how the Redeemer community will be able to measure its success of the implementation of the Strategic Plan. Measurement or benchmarks will be established when decisions around the specific actions are made. There was further discussion about how the historic data regarding attendance and pledging units was used to determine the Strategic Goals. While there was significant discussion among the Task Group about the membership size and financial security of Redeemer, it was not the driving force when determining the Strategic Goals. The Strategic Planning process was not intended to identify a growth strategy *per se*, but rather to identify the values of the Redeemer community, to deepen the experiences of those who

attend with the expectation that will, ultimately, strengthen the size and financial stability of the parish.

Next Steps for the Strategic Planning Process: The findings of Strategic Planning Task Force will be shared with the Redeemer community at the Annual Meeting and subsequent Adult Forums. Copies of the Report and the Executive Summary will be available to church membership (electronic and hard copy). The Vestry will dedicate significant portion of the retreat in February to flushing out the objectives identified by the Strategic Plan, as well as formulating ideas of securing feedback and involvement from the Redeemer community. A vote to formally accept the Report by the Vestry was postponed until each member of Vestry has had the opportunity to read the full Report.

There was acknowledgement of the diligence, hard work, enthusiasm and collegiality of the Strategic Task Group by John Woodward (Consultant) and Kate Ekrem (P-I-C).

Budget 2011 (Jim Neumann, Finance Committee):

There was final review of the proposed 2011 budget. With the previously distributed supporting documents over e-mail, Jim outlined the Revenues by Source, Expenses by Program, and Fund Balances highlighting that there is expected to be a minimal deficit of \$500 this year.

Budget items to note: pledge income will be comparable to last year, \$285K; an arrangement with the Korean church has been met; 2010 utility expense amounts have been evaluated and adjustments for 2011 have been made consistent with the last two to three years of actual expenses; the new music director has opted out of health insurance; there is expected to be a higher yield in the Pring and the Davidson Funds that in recent years, as they are now invested in DIT; \$15K has been budgeted for Capital Projects (Property).

There was discussion about whether to allocate a further amount to fund Capital projects, which would result in a higher budgeted deficit, potentially putting a further strain on the Non-operating Reserve fund. It was noted by Bob Bettacchi that it is desirable to have two months of operating expenses in reserve, and for Redeemer that figure would be \$50K, currently we anticipate that \$42K would remain in this fund at year end 2010. As a result the discussion concluded that the proposed \$15K allowance for capital projects from the operating budget was appropriate.

A MOTION was made and seconded to accept the 2011 Budget. The motion was approved unanimously. Approved budget attached.

J2A request for Shrove Tuesday Pancake Supper Fundraiser (Sabeth):

Sabeth put forward a request from J2A to hold the Shrove Tuesday Pancake Supper fundraiser on March 8. The proceeds from the pancake supper will support J2A programs, Mission efforts, and outfitting a gathering space. Note: the J2A pilgrimage, originally scheduled for summer 2011, for which the pancake supper was to be a fundraiser for, will be scaled back to a weekend retreat. The adjustment to the pilgrimage is due to scheduling conflicts and other demands on personal time. J2A will share the noted change of plans with the parish community.

A MOTION was made and seconded to accept the J2A Shrove Tuesday Pancake Supper Fundraiser. The motion was approved unanimously.

Minutes (for approval):

A MOTION was made and seconded to approve the minutes previously distributed for review over email from the Vestry meeting of December 15, 2010. The motion was approved unanimously.

Treasurer's Report (Frank):

Frank provided an overview for December and year-end financials. Revenues were \$16.8K behind on budget due to shortfall in unrestricted offerings. There was a \$5.5K surplus in rental income that was offset by shortfalls in designated offerings, transmittal income, and investment income. Expenses were \$24.4K less than budget expectations. Redeemer spent less on property, utilities, programs, and church office.

Overall, Redeemer can expect to record a modest surplus of about \$2K - \$3K for 2010. This surplus will translate into a small increase in our reserves. The capital account will decrease from \$80K to \$65K.

A MOTION was made and seconded to approve the Treasurer's Report previously distributed for review over email from the month of December 2010. The motion was approved unanimously.

Vestry Liaison Reports

Finance Liaison (Frank): The Finance Committee will close out 2010 on Sunday, January 23. The committee reviewed the finance portion of the Strategic Planning Report and reviewed the proposed 2011 budget. The committee discussed financing alternatives for the Green Grant initiative, a new lease for the office copier, initiating a review of the church finance policy in 2011 (last reviewed in 2007), and requested a report from the Investment Committee for the annual meeting presentation.

Mission Liaison (Connie): The Mitten Tree was filled twice. Approximately \$3K was collected at the Christmas services and the amount will cover gifts purchased for Sandra's Lodge and the party for the Grow Clinic. The remaining amount will be donated to the Grow Clinic to support their ongoing outreach and programs.

Priest-In-Charge Report (Kate):

In addition to focusing on Christmas services and programs, Kate has been focusing on Worship with the Worship Committee and on Pastoral Care. The Worship Committee evaluated the family service and has determined that they will not continue coordinating a specific family service. It was determined that the elements that make the family service special – intergenerational, musical variety, higher involvement of lay people – are the elements that are already incorporated into the 9:30 service and offering a separate family service undermines the consistency of worship.

There is greater need for Pastoral Care in the winter and around the holidays. Kate will be looking at our current pastoral care practices and find ways to provide them consistently with fewer people. Kate will look into the use of electronic community bulletin boards (i.e. meal calendars) when requested for the infirm. Also, the supply of prayer shawls is out. Kate will send a request for knitters to the parish email list.

Important Dates:

Annual Meeting: January 30. Vestry will be providing food and beverages for this. Paula will send email with food request.

Vestry Retreat: February 6, 12:30 – 5, St. Peter’s (Weston). Please bring your own sandwich; lunch accoutrements and dessert will be provided.

Next Vestry Meeting: February 16

Executive Meeting: February 7.

Acknowledgements:

Outgoing Vestry members – Rose Bennett, Alex Davis, and Randy Bowlby – will be acknowledge with a gift made in their name to their charity of choice.

Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Paula Antonevich, Clerk-for-the-Night