

Vestry Meeting Minutes May 26, 2009

Present: Mary Lynne Smith, Peggy Zimmerman, Linelle Lane, Gene Mendez, Patrick Lancaster, Fr. Jamie Knutsen, Ron Rausch, Chris Landin, Magnus Asbo, Marion Zipperle, Glen Kennedy, Mark Landon

Absent: Fr. Matthew Lawrence, Liza Brickey, Doug LeBrecht

Opening Prayer: Fr. Jamie

Vestry Announcements & Meeting Attendance

Patrick Lancaster gave a reminder on vestry announcements – that assigned Vestry Member needs to remember to make the announcements or find a replacement if they are not attending.

Patrick pointed out that the by-laws state that a Vestry member missing more than 3 meetings is grounds for removal of that member. It was noted that one member has exceeded this threshold. Mark Landon agreed to compose a letter to this member reminding of the requirement and asking whether there is an intention/commitment to continue on the Vestry.

Meeting Minutes

Chris motioned to approve (with a couple of clerical corrections). The motion was seconded – all approved.

Consent Agenda

Gene Mendez motioned for approval - Magnus Asbo seconded – all approved

Outreach Committee

Magnus is the Vestry liaison to this committee and provided feedback to the Vestry from their latest committee meeting:

- Emergency Preparedness – Outreach has also been working on this area. Specifically, Diane Cox mentioned she is working on it but knows there is another group focusing on same. Gene volunteered to communicate between the two groups to ensure there is no duplication of effort.
 - Mary Lynne Smith - mentioned Pastoral Care Committee should be conferred with on the topic as well
 - Patrick – mentioned some communication should be made with Pamela Moore (leader of the Emergency Preparedness effort) before any changes are contemplated. Magnus indicated Diane has been in contact with Pamela.
 - There was some confusion as to whether whether Emergency Prep was the Outreach Committee's responsibility. The observation was made that our focus had to be internal to Incarnation before we can invite the community in for "safe harbor."
 - Magnus summarized that Outreach has Diane Cox as a willing resource and wants to work the project.
 - Gene pointed out that whether or not we're prepared, if something happens the community will look to us for at least minimal support/action, so it is Outreach in that sense.
 - Mary Lynne - pointed out Mike Hickey was involved with this topic a couple of years ago. Apparently, he is/was on the emergency prep team for Bennett Valley, suggesting he might be an interested resource. She also mentioned Jennifer Foster has some experience as well that might be utilized.

- Peace & Justice – The group is looking at engaging the Bishop on a church position around the U.S.' involvement in torture. Magnus was just making the Vestry aware the topic might come up in the future.

- St. Andrews – Magnus presented a letter of appreciation from the Mission to Incarnation for the recent grant of \$1500.
- Balance Sheet – This committee has a certain level of budgeted funds. They request the Vestry engage them when deciding to spend money from their “bucket”.
 - Example: \$2,500 was recently expended (to The Living Room) that came as a “surprise” to the committee. Fr. Jamie indicated he thinks perhaps the committee had authorized this disbursement in past, and it was just now paid, indicating there may be a recordkeeping issue on the committee’s part. Magnus is to discuss with them. He further qualified their feedback as just a concern expressed, so they don’t accidentally overdraw their account..
 - Habitat for Humanity- Several yrs ago the Outreach Committee made a commitment to HfH and recently received a reminder from HfH that the annual commitment of \$1,000. is due. The committee is questioning on “how do we do this” Patrick suggested they need to make a motion to the Vestry. Ron suggested it be a year-to-year decision by Vestry. Magnus will go back to them and ask what they want to do. He will report back to Vestry after the Committee’s July meeting

Welcoming Committee

Chris Landin reported out that there is agreement to essentially go with the process outline presented last meeting. The Welcoming Committee will work with the associated groups (small groups) to coordinate efforts. 2nd week in June they will put announcement in Friday email and Vestry announcements inviting members to join.

MaryLynne Smith mentioned she accessed the Parish database, and found the contact information that is accessible but not an invasion of privacy. John Nykamp and Mary Lynne will have a meeting regarding the topic as it could touch Pastoral Care, Welcoming Committee, Stewardship, etc. groups – goal is not to duplicate efforts. Mary Lynne has experience in database work, so she is volunteering to improve the database to assist with Stewardship, Pastoral Care, Welcoming Committee, etc. Security of data is the issue she will work with others to assure soundness. She requested to be on the July agenda to report back on activities, actions.

Stewardship Committee

Patrick reported – the Stewardship Committee met on May 19th. Activities calendar developed. Testimonials in Aug/Sept – 2 Sundays each month. They will reach out to Bob Dickerson for help in recruiting volunteers. All Parish Event will be the fourth Saturday in September – It will be a potluck modeled after Greeters/Ushers potluck. The stewardship special guest speaker will be there. Sermon on Stewardship the next Sunday. Pledge Sunday = 1st Sunday in October

Patrick mentioned the Stewardship invite recently placed in the bulletin 2 Sundays and in announcements resulted in only one person stepping up. Ron suggested a specific task and ask specific persons to participate.

Vestry budget process starts in December after November results known.

Strategic Planning Discussion

Core Values, Vision Stmt and Mission Stmt – presented by Patrick as the first Draft for consideration

Ron reported he has been work with various folks to develop a specific Strategic Plan that will grow out of the Values/Vision/Mission statements for the Vestry to review and eventually get to a finalized version.

Gene expressed concern the Vestry may not have been “conversing” with the Congregation well since Fr. Matt left. Ron/Patrick reminded all that the step after the draft development is to engage the larger audience.

Ron/Gene made recommendation that Vestry review the drafts presented and agree on it as the "First Draft" and then start reviewing with the Congregation.

Mary Lynne suggested the material be presented during Church, not coffee hour to get a larger audience.

Chris/Gene pointed out the growth issue needs to be addressed with the Congregation specifically, so that when Fr. Matt returns, we have a direction. "Is there a commitment to doing it?" is the question needing answered.

Magnus noted the establishment of the statements needs to happen by the Vestry after input from as many parishioners as possible, but the Vestry needs to make the decision

Ron suggested more specifics/tangibility needs to be incorporated.

Magnus – Vestry needs to establish a process to speed up the work. Gene recommended a special meeting to deal with it. Mary Lynne suggested groups of 3 work on pieces and come to the group.

Meeting time established: Tuesday, June 2nd @ 6:30pm

Bishop's Visit

Date: June 13th - reception @ 5:00 and then to dinner afterward. Jamie reminded us that the confirmands' time with the Bishop is the point. We are the host.

Need volunteers to help with reception:

Need confirmed attendees and what to bring. Emails requested to Patrick – he'll coordinate.

Gene is coordinating dinner.

Building & Grounds

Glen mentioned they are repairing a couple of leaks and a post. Looking for volunteers. No members attending the meetings other than Glen. Next meeting is June 9th.

Reported that Lynn Cassil asked we purchase forks – running low.... Also received requests for an outdoor garden off courtyard for use as a reading area.

Ron suggested a donation box for use at back of church. Good for events attendees

Adjournment: @ 8:12pm

Ron Moved Mary Lynne Seconded All Approved