

**St Paul's Episcopal Church
Amended Vestry Meeting Minutes
March 14, 2011**

In Attendance: The Rev Maxine Maddox Dornemann, Paul Getman, Alan Lindsay, Gail Yard, Leslie Kubera, Susan Mislick, Amy Kormann, Paul Hydrean, Dave Banet, Jim Freed (via skype) and Miranda Hodgkins.

The meeting began at 7:12pm by sharing the Eucharist with each other.

Gail Yard proposed a motion that the Minutes of the February 14, 2011 Vestry Meeting, be accepted. Leslie Kubera seconded the motion, with all in favor.

Accounting Warden's Report: Paul Getman

Paul circulated and discussed the February Accounting Warden's Report.

Operating Finances:

- Unique Indoor Comfort has been paid one third of their bill as has Stahl Electrical. We expect Unique to be finished by the end of the month.
- Paul reiterated the need to keep thanking the parishioners for their contributions to the Capital Campaign.
- To date we have received 60 annual stewardship pledges for a total of approximately \$132,000 this year.
- Paul has added a list of Vendor Information to his monthly report which includes the contact names and numbers for providers of services the Church uses. This will be updated as necessary.
- Snow removal costs were about \$2,500-\$3,000 this year and only the top part of the lower parking lot was ploughed. Dave Banet suggested the entire parking lot be ploughed in the future to prevent any problems arising from additional snowfall after ploughing.
- The Montessori School have requested permission to hold some summer school sessions - probably two sessions of two weeks duration each. Following agreement by the Vestry to rent the space during the summer months, Paul Getman will liaise with the School and check up on their liability insurance.

Capital Campaign Finances:

- When the Pest Control company was in the building Pastor Maxine discussed the problem of stink bugs with them. They advised installing an HVU light in the rafters in the entrance to the Lockwood Reilly Building.
- Whilst attending Ash Wednesday services Mr Coer was able to admire the piano he donated in memory of his wife and he advised Pastor Maxine that he will be donating an additional \$1,000 towards the renovation costs of the piano.
- Pastor Maxine presented a Physical Plant Needs Plan which outlined the Church's most urgent needs:
 - windows
 - smoke alarm
 - sound system
 - paving the upper parking lot
 - repairing/renovating the walkway between the Parish Hall and the Lockwood Reilly Building
- Pastor Maxine proposed forming a committee (consisting of Bill Pollock, Paul Getman, Jim Freed, Mike Dillon and Alan Lindsay) to advise the Vestry on how best to invest the remaining Capital Campaign funds so as to be available for capital needs as they arise; to outline a plan for beginning an Endowment program that would guarantee the preservation of the buildings in the future; to create a procedure to deal with Memorial gifts; and to study our fiscal policies and make pertinent recommendations as necessary.
- Discussion followed about prioritising saving for a "rainy day fund", being good stewards of the properties we have, especially our most important building the Church itself and how the new Committee would be able to maximise the potential for our savings and give rules for using those savings.
- Dave Banet expressed his opinion that we need to prioritise saving 27% of the Capital Campaign contributions - at least \$100,000 should be kept aside in "a locked box" and not spent. The money should be saved apace with that spent. The items should be declared worthwhile but not funded until such time as we have the funds available and the proportionate savings accrued. Dave is concerned that we make provision for saving.
- Alan Lindsay queried the circumstances under which those savings in "a locked box" could be accessed.
- Susan Mislick proposed a motion to fund all the projects as presented by the Physical Plant Needs Plan as above from the Capital Campaign funds.
- Following further discussion Leslie Kubera proposed an amendment to Susan's motion, that everything except the windows be funded by the Capital Campaign funds and also including a replacement condenser for the Lockwood Reilly Building. Susan

accepted the amendment. Paul Getman seconded the motion as proposed by Leslie with all in favor, except Paul Hydrean who was opposed.

Committee Reports:

Building and Grounds: Dave Banet

- The condenser in the Lockwood Reilly Building has failed and needs replacing at a cost of \$2,500.
- We are anticipating Unique Indoor Comfort will complete their work by the end of March.

Concert Committee: Susan Mislick

Susan passed around a Budget Forecast for the 2011 Concerts and also the Concert Committee Report.

- The Brandywine Baroque concert on April 6 will be subsidised by Peter Barbieri.
- Unfortunately the Hankin Group grant bid was unsuccessful. However the Committee will be applying for different grants.
- Possible fundraising initiatives are being considered to offset the expenses currently incurred whilst hosting these concerts until such time as the concerts pay for themselves. These include a Silpada Jewelry sale, a children's benefit concert by Makin Music with a free will offering, and a possible raffle for a week at a Tuscany Villa.
- Eastern University invited Susan Mislick and Pastor Maxine to a Social Media Conference.
- Discussion followed about increasing ticket prices for those groups that are more expensive to put on, eg McPeake.

Garden Committee: Leslie Kubera

Leslie circulated the 2011 Budget Forecast for the Community Garden and Wellness Center.

- Total costs without enhancements are expected to be \$4,740.
- The partnership with Church Farm School is progressing well and they are building a garden shed for us.
- Fence posts are needed.

- The Wellness Seminar presented by Leslie received a lot of interest from both inside and outside the Church.

Rector's Report: Rev Maxine Maddox Dornemann

- The Parochial Report is being finalized. The final draft will be emailed to the Vestry by Paul Getman and when consent is received he will forward it to the Diocese. Just one example cited - last year we had two baptisms and this year we had twelve.
- The Annual Meeting will take place on Sunday, May 15th. There will be a combined service before. Elections will be held for new Vestry members. Miranda Hodgkins has agreed to remain on Vestry and also as Rector's Warden. Leslie Kubera and Joel Goodman's second terms of service will end. Kim Zwiebel's first term is ending. Ted Harrison's service to the Vestry is also ending.
- Pastor Maxine is sending out an Easter letter to all the parish.
- The Pancake Supper was extremely successful and very well attended.

Old Business:

- Sarah Freed, as Chair of the Communications Committee, advised that we stop advertising in all the Yellow Pages books.

New Business:

- Gail Yard proposed a motion that one third of Pastor Maxine's salary should go towards a housing allowance. The motion was seconded by Leslie Kubera with all in favor.

The meeting adjourned at 9:40pm.

The next meeting will be Monday, April 11 at 7pm.

Respectfully submitted by:
Miranda Hodgkins
April 14, 2011