

Emmanuel Episcopal
Church

Vestry Meeting
Minutes

December 20, 2016

DRAFT FOR APPROVAL

Present: Rev. Ellen Ekevag, David Jackson, Penny Longo, Cindy Mottl, Andy Dolliff, Rob Ekroth, Mary Pat Anderson, Dorren Gertsen-Briand, Hendrik Noth, Jean Owen, Vicki Roe, (Larry Brongel - Treasurer)

Absent: Lisa Enright, Jenn Vince, Sue Jasiak - Clerk

1. . Formation

- a. Call to Order – 7:12pm
- b. Opening Prayer – Andy Dolliff
- c. It was decided to move the final “Becoming a Blessed Church” discussion to the January Meeting because of the busy holiday time of this meeting.

2. Information

- a. November Minutes – Motion by Mary Pat to approve November minutes as amended. Seconded by Jean Owen. Motion Carried
- b. It was acknowledged that Sue Jasiak did a great job as Vestry Clerk and the Vestry thanks her for her service as clerk this year.
- c. Treasurer’s Report – Larry Brongel
 - i. Balance of approx. \$17.5K in Operating Fund on the Nov. Statement.
 - ii. We should have money left over at end of the year.
 - iii. We paid the interest on the roof loan.
 - iv. We have \$168+ left over from the outreach program for the year.
 - v. Dorren made a motion to use the \$168 excess dollars that was collected for outreach to buy gift cards for local outreach. Jean seconded the motion. The motion passed. (In addition, the outreach committee had spent \$700 on gift baskets-\$200 of that was promised but not credited (may have gone into operating fund because not clearly marked in the offering basket)). We agreed we need a better system to track donations for this type of outreach. BEDS and Quinn Center have both requested gift cards in the amount of \$5 that can be used for meals.
 - vi. Mary Pat moved to accept the treasurer’s report. Cindy seconded. The report was unanimously accepted.
- d. Individual Reports
 - i. Senior Warden – Penny Longo
 1. We discussed not needing to replace Sue Jasiak as vestry clerk and have Judy attend the meetings and take the minutes for continuity purposes.
 2. Penny asked to have all Annual Report write ups submitted by Jan 14th.
 - ii. Junior Warden – Cindy Mottl
 1. The Advent Art Show was a big success this year in its streamlined

format.

2. Stewardship – We split up the names of the individuals who have yet to pledge among Vestry members who will call to ask them to participate at any level.

iii. Committee Liaison Report Highlights

1. Buildings and Grounds
 - a. Clarence is working out very well.
2. Outreach – Dorren Gertsen-Briand
 - a. Dorren showed the vestry samples of t-shirts and aprons. These were well received by the vestry. The plan is to have order forms for a limited number of options at the Annual Meeting. We will also order shirts for the staff.
 - b. BEDS has asked for volunteers to do laundry. We will solicit volunteers.
 - c. BEDS has asked for help doing an inventory of homeless people in February. Dorren will ask for volunteers.
 - d. Cookie Sunday was very successful and the recipients were very pleased with being recognized.
3. ECW/Antique Show – Vicki Roe
 - a. Chalk painting is scheduled for Jan 13th and 20th. All are encouraged to attend.

iv. Dave Jackson

1. Adult and Kid Formation programs to restart early in February.
2. Youth will be coordinating the breakfast at the Annual Meeting as a fund-raiser.

v. Rev. Ellen

1. Ellen reviewed the status of parishioners needing outreach.
2. Deacon Bill is scheduled to have surgery early January.
3. Vestry went into Executive session and out of executive session.
4. Vestry retreat will be on Feb 18th at Cindy's house.
5. Ellen read the "notice of Accord from Bishop Lee-Title 4 offence by Luis Andrade.
6. Ellen read the Finance committee Meeting Summary and recommendation.

3. Discussion

- a. The Vestry applauded Larry Brongel for all his work as treasurer at Emmanuel-a very challenging position especially these last few years.
- b. Ellen to talk to George to determine if the choir wants to establish a special music fund which would carry over \$\$ from year to year.
- c. On the draft budget, it was decided to put \$400 on the Special Musicians column. (Since we were paid by the Model Engineers.)
- d. We discussed the administrator's salary request.
- e. Dave and Ellen will share one Rector's Discretionary Fund.

4. Decision

- a. Motion – Mary Pat made a motion to accept the LOA for Dave Jackson to be the Assistant Rector effective January 1, 2017. Jean seconded the motion. Motion passed unanimously.

- b. Motion-Cindy moved that we accept the Housing Resolution for Dave Jackson. Mary Pat seconded. Motion passed unanimously.
 - c. Motion – Penny moved that we approve making Judy a full-time administrator position with 3 weeks’ vacation and a salary of \$18.50 per hour, effective January 1, 2017. Mary Pat seconded the motion which then passed unanimously.
 - d. Motion – Penny moved that we accept the budget as amended, including staff raises, effective January 1, 2017. Mary Pat seconded. The motion passed unanimously.
 - e. Motion – Cindy moved that Ellen is the rector of Emmanuel Episcopal Church and has authority to sign for the Discretionary fund. Hendrik Seconded. Motion passed unanimously. (A letter stating the above will be written to FNBOL).
 - f. Motion - Dorren made a motion to use the \$168 excess dollars that was collected for outreach to buy gift cards for local outreach. Jean seconded the motion. The motion passed.
- 5. Closing Prayer – Rev. Ellen
 - 6. Meeting Adjourned – 9:30pm

Actions

- 1. Find out who is the other signer on the Rector’s Discretionary Fund.
- 2. Vestry members to call about outstanding pledges.
- 3. Complete the “Becoming a Blessed Church” homework.
- 4. Let Ellen know if you want a hard-copy of the Vestry Book for 2017-“the Servant”.

Upcoming Meeting/Event Schedule:

Friday, January 20th – Chalk Painting
 Sunday, January 29th – Annual Meeting
 Friday, Feb 3rd – Vicor of Dibley Viewing Party - Swamp
 Thursday, Feb 9th 6pm – 1Q Committee Night
 Sunday, Feb 12th 3pm- ECW Winter Tea
 Tuesday, Feb 28th – Shrove Tuesday Pancake Supper
 Sunday, March 5th – Antique Show/Vintage Market Tear Down
 March 10th/11th – Antique Show/Vintage Market

Upcoming Coffee Hour Schedule:

January 22 – Penny
 January 29 – Annual Meeting
 Judy to send schedule for 2017

Minutes submitted by Penny Longo (for Sue Jasiak)