

Emmanuel Episcopal  
Church

Vestry Meeting  
Minutes

October 17th, 2017

Present: Rev. Ellen Ekevag, Rev. David Jackson, Cindy Mottl, Suzanne Jasiak, Mary Pat Anderson, Dorren Gertsen-Briand, Hendrik Noth, Jean Owen, Vicki Roe, (Larry Brongel - Treasurer) Lisa Enright, Kathleen Valenta, Mike Bolton, Judy Staiano (clerk)

Absent: Bill Hoekwater

Also present Kathy Lampert, Marc O'Brien

1. . Formation
  - a. Call to Order – 7.06 pm
  - b. Opening Prayer by Dorren Gertsen-Briand

2. Information

- a. September Minutes – Motion by Sue Jasiak to approve September minutes as is. Seconded by Mary Pat Anderson. Motion carried unanimously.
- b. Treasurer's Report – Larry Brongel  
September not a good month for contributions, down by \$8,000 coming into October. We have had a refund from AT&T for the old phone number which was transferred to the new telephone system.
  - i. Cindy Mottl moved to accept the treasurer's report. Lisa Enright seconded. The report was unanimously accepted.

Individual Reports

Owing to Finance Committee discussion, most reports are not being discussed, just paper reports, in Vestry members packets, but available to any interested party.

- ii. Junior Warden – Sue Jasiak  
Sue just added and thanked the Vestry and Clergy, Rev. Ellen for the Vestry retreat, saying how much she appreciated the retreat and company.

Andy Dolliff reported that a recent Confirmation Class Mission Trip outing was a huge success, and well received.

## Discussion on Finance Committee

- The finance committee is a sub-committee of the Vestry, The vestry should be half of the finance committee. The Wardens, Snr & Jnr should be in the meetings.
- The Endowment has very specific rules, with 5/6 people as co-trustees, and the Vestry has the power to mutate or disband the endowment
- Finance Committee will next meet in December (2017) owing to the stewardship campaign results, not yet available.
- Financial advisors, from Fidelity, or the Diocese should meet with the committee, purely for knowledge and information
- Proposed by-laws (no pre-existing by-laws exist) of the finance committee were circulated, and discussed, but the roles and responsibilities of the members should be specific with internal controls. Meetings should have an agenda, with minutes
  - The Chairman should call 4 meetings a year
  - The Endowment committee does not report to the Vestry unless asked, the endowment is its own entity. 2 people from the Vestry should be on the finance committee.
  - Meetings should take place in church.
- We should have an audit – Larry had quote for \$5,000 which was reportedly low. Last one was 10 years ago.
- We need to build succession in (any) committee for more continuity, and knowledge succession
  - it means less stress for incoming chair/ new members

Marc O'Brien, spoke about the Swetnam fund. He had investigated further.

The Swetnam is not a 'fund', nor 'trust' – it was gifted GE stock given in 1953 for funding scholarships for any Parishioner or 'member' of Emmanuel for clerical/seminary training. It was and still is a restricted gift with no trustee name, and is under the control of the vestry. It was linked to the Seabury Western Seminary School, which no longer exists. It is now an on-line school. Rev. Dave Jackson recently used some funds for his seminary education.

There are no restrictions that we have to maintain the fund, there is no need for perpetuity.

Both of the original donors are deceased, with no family members known or found.

Suggested action, and best action to take legally would be to gift the stock to Seabury. A discussion at the Annual meeting will determine its fate, for transparency.

### iii. Rev. Ellen

Discussed boundaries of conduct discussed, with some recent events that became unhealthy for the congregation. It is agreed that we should not auto-divert emails, as often views/comments can be misconstrued. Going forward new boundaries agreed by Sue Jasiak and Mary Pat Anderson.

3. Decision

Motion – Sue Jasiak made a motion for Hendrik Noth to serve as vestry liaison to the finance committee, and to act as chair of the finance committee. Jean Owen seconded the motion. Motion passed unanimously.

4. Closing Prayer – Rev. Ellen

5. Meeting Adjourned – 9.30 pm

**Upcoming Meeting/Event Schedule:**

**Upcoming Coffee Hour Schedule:**

Minutes submitted by Judy Staiano