

**St. Brendan the Navigator
Minutes of the Vestry/Renewal Team Meeting
September 13, 2017**

Present: Lis Ingoldsby, Pete Dane, Miriam Antich, Barbara Kourajian, and Father Edward Dufresne. Peter Tarlton called in.

Senior Warden Lis Ingoldsby called the meeting to order at 10:03 a.m. Fr. Dufresne offered an opening prayer.

Minutes

Pete Dane moved and Peter Tarlton seconded the motion to approve the Minutes of the September 6th Vestry/Renewal Team meeting. The motion passed with great appreciation expressed to the Clerk.

Discussion of Outcomes from the Sept. 10 Parish Meeting re: Mission & Values

Lis stated that Fr. Dufresne did a great job of leading the conversation. She noted that we arrived at consensus and a unanimous vote. We debriefed the meeting and the discussion led to various topics we want to revisit in the future: how to encourage active listening (consistent with our Renewal Goals and Values Statement), short essays written by Vestry members and others for the newsletter, and a standing column in the newsletter titled "Giving Thanks" to acknowledge many of the things our members do (assisting in the liturgy, coffee hour, etc.)

Pete will put a historical list of our mission statements in the Vestry Manual. We noted it is worth knowing where we come from. Also, it was suggested to include some narratives Tony Stoneburner wrote about St. Brendan's.

Revised Ministry Description & Continuing Resolution

We considered the latest revision of the Ministry Description prepared by Fr. Dufresne and Lis. It was Lis's hope we live this, use it, and it doesn't end up in a binder on the shelf. Pete Dane moved to adopt this Model Ministry Description. Miriam seconded the motion. The motion passed. The approved Model Ministry Description (Continuing Resolution #1) is attached below.

We looked at what a Ministry Description might look like using the Finance & Stewardship Ministry as an example. Fr. Dufresne explained the process going forward:

- A ministry workshop takes place. We encourage all parishioners interested in being involved in one of St. Brendan's ministries to attend;
- The three-page Ministry Description will be explained, so everyone understands what they will be doing in ministry;
- Job descriptions for the various ministries will be handed out. We break-out in our ministry groups to consider the ministry descriptions;

- The Ministry will bring the final draft to the Vestry for adoption as a Continuing Resolution.

There was some discussion on how we connect with church members unable to attend this workshop. Email, phone calls, and Face-time were all mentioned as ways to be in contact to get their input on the Ministry Description.

The ministry workshop or **MINISTRY LAUNCH will be held on Saturday, October 7th, 9-11 a.m.** The newsletter will be publicizing this event in various ways in the weeks ahead.

Discussion of best utilization of talent and resources for Parish Ministries

We continued our discussion on people resources and brainstormed possible chairs for our ministries. The Ministry Advocates (Vestry members) will be reporting back after they talk with some of our parishioners about assuming leadership positions for the various ministries. Advocates are to send the Ministry Chair/Co-Chairs the Ministry Description.

A Communications Task Force was mentioned. We thought it best to have a communications afternoon to go through what we are doing and what could be improved on.

The next Vestry/Renewal team meeting will be Tuesday, September 19th at 3 p.m. We encourage parishioners that have questions, comments, or concerns to speak to a Vestry/Renewal Team member.

We closed the meeting by reading the Prayer of St. Brendan together. The meeting was adjourned at 12:20 p.m.

Barbara Kourajian
Clerk

St. Brendan the Navigator Episcopal Church

"Our Mission: To Love, Praise, Welcome and Serve"

Continuing Resolution: #1 Adopted by the Vestry Sept. 13, 2017

Ministry Description of the _____ Ministry

The mission of the _____ Ministry is to further the mission of St. Brendan's by:

- Providing leadership in achieving Goal(s) # _____ of the Parish Renewal Plan through September, 2018.

I. Responsibilities of the _____ Ministry include:

- _____
- _____
- _____
- _____
- _____

II. In carrying out the _____ Ministry of the congregation in partnership with the Priest in Charge and the Vestry, ministry members and the Chair (or Co-Chairs) will:

- Seek consensus, work collaboratively and communicate effectively in carrying out the Ministry;
- Set priorities for the Ministry and review performance on past priorities annually;
- Make program and policy recommendations concerning this Ministry to the Vestry;
- Conduct the Ministry in a manner consistent with Episcopal Church Canons and the Mission and Values of St. Brendan's.

Ministry Members and Chair Responsibilities

Ministry members will:

- Be welcomed to serve in the Ministry by the Chair (or Co-Chairs); the Ministry membership will include, in addition to the Chair, (or Co-Chairs) at least two additional members, the Vestry Advocate for the Ministry and the Priest in Charge, *ex officio*;
- Serve a one-year term that may be renewed;
- Assist the Chair (or Co-Chair) in encouraging others to participate in the Ministry;
- Pray regularly for the work as they carry out the _____ Ministry.

The Ministry Chair (or Co-Chairs) will:

- Be appointed, by the Vestry in partnership with the Priest in Charge in consultation with the members of the Ministry;
- Serve for a term of two years, renewable once for a maximum of four consecutive years;
- When Co-Chairs are serving, they will determine how their responsibilities will be divided and carried out;
- Preside at Ministry meetings;

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- Support the members in establishing and evaluating priorities as they carry out the Ministry;
 - Assign members, as needed, to serve as heads of particular areas of the Ministry;
 - With the members, review, and, as necessary, revise the Ministry Description annually;
 - Report frequently to the Vestry and the Congregation on the work of the Ministry;

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- In consultation with Ministry members, expend funds for the work of this Ministry within the limits of the approved annual budget;
 - In consultation with Ministry members and the Finance and Stewardship Ministry, recommend Ministry-related expenditures for the annual operating budget.

APPENDIX

Guiding documents for the Ministry:

Canon 3.1.1: “. . . all baptized persons are called to minister in Christ’s name, to identify their gifts with the help of the Church and to serve Christ’s mission at all times and in all places.” (From the Constitution and Canons of the Episcopal Church: Title III Ministry, Canon 1: Of the Ministry of all Baptized Persons Sec. 1)

[Other Canons]

The **Mission** of St. Brendan the Navigator Episcopal Church is to **love, praise, welcome, and serve:**

- to **love** one another as Christ loves us,
- to **praise** God in all things,
- to **welcome** and affirm all persons,
- to **serve** the needs of one another and of those on the island, the peninsula, and throughout the world.

These are our **values** at St. Brendan the Navigator Episcopal Church. We will:

- **Welcome** others with **respect** and **compassion**;
- **Listen** to others with **trust** and **appreciation**;
- **Seek God's goodness** in each person;
- Strive for **consensus** and **work collaboratively**;
- Join in acts of **loving kindness**;
- **Share our faith** joyfully across the generations;
- **Engage** as many of our **parishioners** as possible, **year-round**, in our common life and ministries;
- **Learn from our past** and look to the future with **hope**.

(Mission and Values Statements adopted unanimously by the congregation on September 10, 2017)