

**St. Brendan the Navigator  
Minutes of the Vestry/Renewal Team Meeting  
January 16, 2019**

Present: Lis Ingoldsby, Josephine Jacob, Pete Dane, and Barbara Kourajian. Miriam Antich Meg Graham, and Tom van Buren called in.

Senior Warden Lis Ingoldsby called the meeting to order at 2:04 p.m. Barbara read a poem by Mary Oliver for the opening prayer.

**Review and Acceptance of the Minutes from the December 11<sup>th</sup> and 20<sup>th</sup> Meetings**

Pete moved to accept the revised Minutes of the December 11<sup>th</sup> meeting. The minutes were approved.

The Minutes of the December 20<sup>th</sup> meeting were amended to include our topics of discussion. Pete moved to accept the Minutes of the December 20<sup>th</sup> meeting; Miriam seconded the motion. The minutes were approved.

**Treasurer's Report**

Pete sent the Vestry the year-end Balance Sheet and the P & L through December. We have a \$5,311.16 surplus. As we decided, the unspent Outreach budget of \$1,625.56 will carry over to 2019. The remaining balance of \$3,685.60 will be split equally between Building Capital Reserve and Clergy Salary Reserve. Our expenses were pretty much what we anticipated.

Pete is hoping the Building Committee will meet and look carefully at the budget for 2019 to see if it is realistic. Meg commented the bids she has received are twice the amount she expected. She said if this continues to be as expensive as it is, the current figures are not realistic. Pete suggested the contingency line may be too low.

There was a brief discussion on how we communicate our financial reports to our parishioners – monthly? Quarterly? We decided this should be a decision for the Finance Committee.

Parochial Report -- Pete has completed the non-financial part of the report; Carolyn Mor will finish the financial section. The Parochial Report is due March 1. We will approve it in its final form at the February meeting.

**Ministry Updates**

Lis stated we hope to receive quarterly reports from our ministries. None were submitted for this meeting. This item will be placed on next month's agenda.

Barbara reported we have supply priests lined up through the end of May with possibly one Sunday open.

Tom reported the Outreach Ministry had a good meeting on January 3<sup>rd</sup> and will meet again on February 7<sup>th</sup>. Allocating funds from the Outreach budget to support increased building use was discussed. The hope that we could get back to budgeting 10% of the church's budget for Outreach was also expressed. Priorities for Outreach include mentoring and issues related to poverty. The Vestry again stated their desire to use this building as an Outreach tool and to raise awareness of what is going on with other organizations and causes so that our members can support them with their time and money (we could be a clearinghouse for these causes). There is a desire to find initiatives that build community. Meg felt addressing the issues of loneliness, aging, and helping young mothers would help us do that.

### **Parish Administrator position**

We reviewed the revised job description Meg and Judy Miller prepared. In addition to managing the church office and our electronic communications, we are looking for someone who could be a face to the community and a coordinator, someone who could invite and engage people to use the building. Meg asked us to review the job description to see what is missing. We will revisit this at our February meeting.

### **Search Committee Update**

We continued our discussion on the Search Committee and we hope to set up a meeting with Michael Ambler soon.

### **Other Business**

- There continues to be interest from outside groups to use St. Brendan's for meetings and classes. Lis mentioned the possibility of an Herbs for Health series on Friday evenings in February through early May.

Our next Vestry meeting will be Tuesday, February 12<sup>th</sup> at 2 p.m. Our March meeting is scheduled for Tuesday, March 12<sup>th</sup> at 2 p.m.

We closed the meeting by reading the Prayer of St. Brendan together. The meeting adjourned at 3:54 p.m.

Barbara Kourajian,  
Clerk