

St. Stephens Episcopal Church  
Vestry Minutes  
MAY 9, 2017

Attendees: In attendance: Mother Susan, Katy Allen, Scott Armstrong, Alan Giles, Jackie Ingersoll, Richard Kenefic, Alice Moss, Norma Ross, Paula Somerville, Karol Sprague, Roy Waters, and Justin Wojas. Absent: Rob Redmer

The monthly Vestry meeting of St Stephens Episcopal Church, held on May 9, 2017, was called to order by the Senior Warden, Alice Moss at 7:10PM. Alan Giles offered the opening prayer. Mo. Susan read a scripture from Numbers and the group reflected and offered thoughts.. Mother Susan gave the Rector's monthly report.

Connie Jose and Sue Gorehave completed their interim leadership of the choir. The vestry thanks them for sharing their talents. Cathy Hoffman, Parish Administrator and accountant, will retire this month. The vestry thanks her for her years of service and dedication. May 21 Mo Susan is offering open baptism. SOS sign-up is this month supporting SOS the week of October 1. Photo book photos have been taken. Contact Katy with questions. The youth auction raised over \$5500.00 on Saturday the 6<sup>th</sup>. Caleb Sinclair will start as our new organist on June 11. Richard raised concerns about Caleb's long term commitment to the position. Minutes of the January 2016 and April 2017 meetings were read on the Consent Calendar and approved.

Treasurer, Jim Trask, gave the monthly report. Report on Consent Calendar. The audit has been completed, the finance committee approved the report and the vestry accepted it. Alice will thank the auditors.

A physical asset inventory was conducted several years ago using photographs. The flash drive holding these is with the treasurer. Scott moved to have someone look into updating this report. Motion was adopted.

Jim reported that spending was down this month giving us a surplus for April for the first time in many years.

Justin reporting for the Covenant and Evaluation Committee moved the slightly amended covenant be approved. Changes and approval will be through the Consent Calendar.

Katy has talked with members of Crafting Kindness and Outreach to encourage dialog between the groups. The concern of both groups is that money allocation process through St St. unclear and not open. Funding avenues were discussed. Alice reminded the vestry to review the Vestry Calendar on-line and complete blanks when needed. Please volunteer for church closings and witness articles. Also remember to submit vestry reports.

Alice moved and Katy seconded that we form a new committee called Strategic Planning and Vision Committee. Discussion followed. Phil Pierce and Jim Gettel will help facilitate. Paula, Rob, Scott and Karol will be vestry members. Four congregates will be asked to join. Motion was passed.

Mo Susan requested a personnel committee be formed to interview, select and evaluate staff. Alice moved and discussion followed. There will be parishioners represented on the committee. Katy and Roy will be members. Motion Passed. The treasurer recommended that in seeking a replacement for Cathy Hoffman the administration and accounting responsibilities be divided into two jobs. Much discussion followed. The pay levels and required hours would differ, with the accounting position paid hourly and fewer hours. Administration would be 20 hours at a lower rate. Because the church year requires extra time near year-end and holidays it puts pressure on one person to get extra tasks done. Ken Fuhr's duties will be focused on Children and Youth Formation, with a reduction in the hours spent on Communication. This will allow for more salary in accounting. Jim said there will not be an overall salary increase. Motion was amended to allow the church to shift hours on three positions and hire two positions as requested. Motion passed.

Alice moved that we contact the Rev. Terri Pilarski to facilitate reconciling and reconnecting counseling within our parish. Much discussion followed. The suggestion to contact Terri was made to us by Jim Gettel. The process will not directly affect the revised performance evaluation of the rector. More discussion followed on who is financially responsible for the cost, between two and three thousand dollars. There was debate on whether parishioners would be allowed to participate. Compensation for the process will be decided later. Alice called for the vote, Jackie seconded. Motion passed. There were seven yeas and five nays being, Richard, Justin, Roy, and Norma. Rob voted by proxy through Richard. Letter of agreement was signed by seven members, including Katy, Scott, Alan, Jackie, Alice, Paula, and Karol

Coming events include Rite 13 Flock in from 6:00 to 11:45 on May 13 and the annual parish pic-nic on June 4 after the 10:00 AM service.

Mo Susan closed with a prayer.

Meeting was adjourned at 9:30 PM

Karol Sprague, Clerk