

St. Stephen's Vestry Minutes

December 12, 2017

Attendees: Mo. Susan Anslow Williams, Sr. Warden Alice Moss, Jr. Warden Rob Redmer, Katy Allen, Scott Armstrong, Alan Giles, Richard Kenefic, Paula Somerville, Roy Waters, Justin Wojas

Opening: Senior Warden Alice Moss called the meeting to order at 7:03pm.

Prayer and Bible Study: Justin led us in a prayer of repentance. Vestry members spoke of things they were thankful for.

Rector's Report: Pastoral Care: two recent visits and several phone calls, working in conjunction with revitalized Care Committee. Two families interested in joining the parish. Successful Family Advent craft night with about 20 attendees. Organist search continues and Sue Gore will play in the interim. Vestry is encouraged to visit the office to meet staff and reminded to please give them notice if you have a task that you'd like them to do. Church is due to have individuals update AED certification, should make sure ushers, staff (including child care) are included as they are always here. Will consider overall safety training.

Managing transitions: Conference Mo. Susan attended in Arizona. Takeaways are idea of change as a constant, transition is how people handle it. Practical implications for our Planning Process: iceberg diagram as a reminder of what we need to look deeper. Reminder to encourage positivity: during APM in January have congregation look at a timeline: Who are we? Who is our neighbor? Who is God calling us to be?

St. Stephen's Core Values as contributed from Vestry Members:

Cross: crossroads, Jesus at the centre

Music: Sing out

Kids: future

Piano/choir: expression of spirituality

Hand: Outreach

Building: our home/shelter

Person: loving them those here and not

Many coming together as one: inclusiveness and love

Cross: Christian organization at our core

Consent Calendar: Scott moved acceptance of November minutes, Roy seconded. Approved without dissent.

Alice moved to accept Rector's proposed annual housing allowance adjustment, Alan seconded. Approved without dissent.

Finance Committee: Audit committee report: fixed assets are not recorded anywhere, even for insurance purposes. Depreciation was not recognized because assets are not capitalized. Grant approval process is not well recorded in minutes of Endowment committee nor sent to Vestry for final approval. This is essential for tracking purposes, no suggestion of impropriety. Vestry refers the recommendations to the Finance Committee for implementation.

YTD situation: current year income is on target to fulfill budget expectations.

Vestry spent time discussing line items in proposed 2018 budget numbers, expect to vote on final budget at January meeting. Additional questions and comments are invited to the Treasurer. Vestry is very appreciative of Jim Trask's efforts.

2018 Pledges \$231 000 so far. Expect about 2/3 of contributions come from pledges.

Endowment committee: Two Grant requests: reimbursement for handbell refurbishment \$1920. Pew refurbishment request \$4000. Alan moved to disburse requests, Rob seconded. Approved without dissent. Richard moved to approve Don Ingersoll as committee member, seconded by Alice. Approved without dissent. Vestry confirms that Jan Hopper was added to the committee previously this year.

Buildings and Grounds: HVAC systems are being analyzed and adjusted for maximum efficiency. Roy moved to approve \$2735 to replace windows with broken seals, Alice seconded. Approved without dissent.

Strategic/Mission Focus: still working on nominees for next year's Vestry. Will send out requests for reports from committees to compile Annual Report.

Coming Events:

Pageant-Sat, December 16th

Greening of the Church-After Service Sun, December 17th

Twelfth Night- Sat, January 6th

Vestry Retreat Options-Sat, February 17th in Detroit, or 24th in Lansing

Closing prayer: Led by Mo. Susan

Adjourned: 9:19p.m.