

St. Alban's Episcopal Church
Vestry Meeting Minutes
March 21, 2009, 1:00 - 4:00 p.m.

Present: Rev. Margaret Waters, Rev. Ann Brotherton, Charlotte Peck, Yvonne Cyphers, Judy Evans, Tony Garcia, John Gemar, Mary Helen Inman, Margie Messinger, John Rouse

Absent: Allen Evans

Charlotte called the meeting to order at 1:27 p.m. and declared a quorum.

Margaret opened with prayer, and Charlotte led a Bible study from 1 Cor. 12:1-13.

Rector's Report: Rev. Margaret Waters

- Retreat was wonderful—six days of silence and peace, met with spiritual leader.
 - This past week was very busy, several people needing to talk.
 - Need to finish “shopping the walls”—discussed the top ten
 - Continue growth, attention to new and existing members—modify visitation policy, send out cards and/or make phone calls to visitors, and call current members monthly to ask how they are doing and do they have any concerns that we need to be praying about or have any needs from the church
 - Continue growth of outreach
 - Celebrate building and surroundings—concern about where to put playground but there are snakes and other safety issues, maybe an alternate would be an indoor playscape; check acoustics in nave
 - Celebrate youth programs and EYC—Wanda getting up to speed with youth programs, started Christian formation on Sunday morning and Thursday evening, twice per month
 - Celebrate existing music director and programs—need more variety in music, suggested another song book
 - Margaret and Ann are good leaders and provide good leadership, some have trouble with female clergy
 - Celebrate format of worship—no addition of another Sunday service or evening service, people do not attend these; although ‘barefoot mass’ has been well attended on Saturday
 - Celebrate our food—coffee hour, etc., eating healthy—personal choices
 - Need pew cushions—Yvonne will get bids
 - Christian formation, diverse ministry
- Will compare this list with list of dreams from congregation.
- Vestry members were assigned as liaisons to these committees: Finance - Allen Evans; Worship and Liturgy - John Gemar; Buildings and Grounds - Tony Garcia; Outreach - John Rouse; Pastoral Care - Mary Helen Inman; Christian Formation - Margie Messinger; Evangelism - Judy Evans. Week before Vestry meeting, contact head of ministry and report to Vestry, keeping ears open for red flags.
 - Vergers are trying to decide on meeting time.
 - Discussed Vestry election procedures. Three people have indicated they want to be on the Vestry. Need more open elections, have elections in the Fall. Should revisit our election

procedures—Margie had procedures on Vestry elections from Bob Schorr, Episcopal Diocese of Texas. Posed question: Should changes in procedures be voted by members of congregation?

- Bishop Coadjutor Andy Doyle will be at a Town Hall Meeting at St. David's on April 15 at 7 p.m.
- Ann was asked to talk about our Seder dinner on Sunday, April 5, at 5 p.m. and various Jewish holidays and the 'sukkah.'
- Margaret's old office will be a "green room" containing bins for donations to the Seamen's program, Capital Area Food Bank, clothing, recycling, and other donations.

Senior Warden's Report: Charlotte Peck

- Asked for reports from those who attended the Wardens & Vestry Conference:
 - Margie talked about the business records retention, electronic deposits, ability to check how much is in the budget, need procedures for purchasing items for various ministries—liaison to distribute info to members.
 - Allen and Lisa will put together procedures for purchasing items.
 - John Gemar attended workshops for Freshman Track—got more info from "Roles and Responsibilities" workshop, will create a Vestry resource binder, also attended Financial Oversight and Leadership workshops
 - Yvonne attended "Roles and Responsibilities" and Best Practices "Stewardship" workshops (St. Christopher Church, League City, all year long stewardship and stewardship education)
 - Charlotte attended Senior Warden workshop which discussed the canons
- Parlor chairs and small tables were purchased.
- Charlotte, Ann, Rufus Woody, Mike and Judy Evans attended 160th Diocesan Council in Houston. Judy reported it was a worthwhile experience.
- John Rouse will conduct bible study at next meeting.
- Vestry person for the week is to carry the church banner in the beginning procession at the 10:30 service on Sunday.

Junior Warden's Report: Yvonne Cyphers

- Elevator inspection required every month, quarterly maintenance agreements are too high, will get quotes for services fees and maintenance agreements from vendors used at other churches
- Glass inserts for doors on PLC 2nd floor are here.
- MP3 recorder is now being used. Entire service is being recorded—will check about transferring recorded service onto web.
- Evacuation plan is getting closer to completion; got church floor plans but need to get in a form that can be worked on to show emergency exits.
- No signs will be placed above the fire extinguishers.
- Margaret will provide the names for the room doors on the 2nd floor of the PLC.

New Business:

- Request to approve Donna Gage as Lay Eucharistic Minister. Approved unanimously.
- Status of Ann's salary: received \$3,185 and a pledge of \$10,000—need \$3,000 more to fund salary through December 2009.

- Margaret requested approval of social security reimbursement as part of housing allowance and salary. Tony motioned to approve. Judy seconded. Motion passed unopposed.
- Ann made the same request as Margaret. John Gemar motioned to approve. Tony seconded. Motion passed unopposed.
- Mike Evans volunteered to be assistant to Yvonne.
- Bishop Dena Harrison will be here on Confirmation Sunday, April 19, from 4-6 p.m. Since there is no one being confirmed, Margaret asked Vestry members to reaffirm on that date.

Treasurer's Report: No verbal report. Copies of February balance sheets and budget statements were distributed. Allen Evans was absent.

Approval of February 9, 2009 Minutes: With two name corrections, John Gemar motioned to approve the minutes. Mary Helen Inman seconded. Motion passed unopposed.

Rev. Ann Brotherton closed the meeting with prayer.

Meeting was adjourned at 3:35 p.m. After meeting, individual Vestry member pictures were taken by Carl Hayes.

Minutes of March 21, 2009 submitted by Judy Evans