

Minutes: St. Alban's Vestry - October 20, 2020

Meeting with Diocesan Transition Minister, the Rev. Kellaura Johnson

In attendance: Rev. Anne, Jennifer, Liz, Jill, Roxanne, Nelson, Eric, Don

Goals for our meeting

- Review features of and resources on Basecamp (Doc. A)
- Review sequence in a Rector to Rector process in the Diocese of Texas
- Reflect on St. Alban's hopes for this transition
- Identify next steps

Sequence in a Rector to Rector Transition (Doc. C):

1. Vestry and Congregation express with sufficient clarity and agreement (Doc. D)
 - a. The identity and vocation/direction of the parish
 - b. The qualities of leadership needed in the next rector to lead us toward God's direction

We were strongly encouraged to use HolyCow. Don had a HolyCow report (from another church) and he asked some very good questions. Seems there are several packages available and Don has a good grasp of what we may need.

2. Vestry authorizes profile in which the above items are compellingly articulated. (Doc. E)

We need some folks on this committee that are really good writers, editor and graphic designers. The Diocese can also do our Profile if we so choose. There are samples for us to look at. This is where we really sell Saint Alban's and we were advised to NOT start with our "history." Pictures are very important for potential candidates to get a feel for who we are..... The Vestry has to approve the Profile before it goes forward. Usually three or four people make up the group to draft the Profile and of course as with any draft, it is revised many times to reach the final product.

Members of the Profile committee are not on the Search committee.

3. Vestry considers and sets out a minimum compensation package. (Worksheet)

This is critical for us to be sure we can afford the candidate who is lead to join us. Worst thing we can do is get a candidate we are all hoping to join us only to lose them because we can't afford them.

4. Vestry selects and parish commissions a Search Committee. (Doc. F.1)

Jennifer will lead the Search Committee and usually there are two or three members of the Vestry on the Committee. The members of the committee may NOT share anything with anyone NOT on the committee. The search committee is usually divided up into groups of 3 or 4 and after an interview they share, in great detail, with the other members of the committee. The good thing about Zoom is the interview may be recorded and then shared with the rest of the committee. If a candidate moves to the second round, a different team on the committee does the interview. Once the search committee has 2 or 3 good candidates they want to recommend, it comes to the Vestry. If the Vestry does not want to go with the recommendations, then it goes back to the search committee and they continue their work. The third round is always done in person and at this point the Vestry is committed if the candidate accepts our offer. At this stage, only the Candidate has the option to say no. We want to be sure we are prepared for the candidate to say yes before we move to the third round of the interview process.

Here is where we must be very careful as some Priests are leading a Parish and the members of the Parish are not aware their priest is being called by the Lord to start a new journey. Everything is kept confidential until it is the proper time to release information about our search.

If a parishioner recommends a priest to us, there is a process where we turn it over to the search committee and then do nothing else. If a member of the Vestry reaches out to a potential priest, that priest is disqualified.

5. Diocesan Transition Minister seeks candidates appropriate to 2 and 3 above. (Doc. F.2)
6. Diocesan Transition Minister or designee trains Search Committee for Active Search. (Doc. H)
7. Bishop Diocesan approves candidate list(s) submitted to him by the Diocesan Transition Minister.
8. Diocesan Transition Minister submits approved names and materials to the Search Committee.
9. Search Committee, in teams, reviews materials, visits, and interviews approved candidates as it chooses, and as coached by DTM.
10. Search Committee narrows the list of candidates, with items 7, 8, and 9 above as necessary, until list is narrowed to one candidate the Search Committee believes is called to Trinity.
11. Search Committee presents its case for the one candidate to the Vestry.
12. Vestry accepts or rejects Search Committee's recommendation.
13. Vestry votes to extend call.
14. Senior Warden and Chair of the Search Committee extend call to candidate.
15. Candidate accepts in principle.
16. Senior Warden, aided by treasurer or another member of the Vestry, negotiates the conditions of the call.
17. Rector arrives and Vestry and Rector work together to begin incorporation into the parish.

Questions for Reflection:

- What do we value most about St. Alban's?
- What did we accomplish under the Rev. Hensley's leadership?
- What factors influenced our relationship with the rector?
- What did we learn about ourselves and our style of relating to our rector?
- What did we learn about our core values?

One of the things we want emphasized to potential candidates is we want a Rector who is fully supportive of diversity. Saint Alban's has embraced same sex marriage and we certainly do not want a priest that does not full embrace this.

Next Steps:

1. Conduct a parish assessment such as HolyCow!
(<https://holycowconsulting.com/congregations/congregation-assessment-tool-cat/>)
2. Create a Parish Profile

Members of the Profile committee are not on the Search committee.

3. Submit a proposed minimum compensation package to the Rev. Kellaura Johnson.
4. Vestry selects a search committee of about 12:
 - a. No staff, staff family members, clergy, clergy family, Vestry family members.
 - b. 2 to 3 Vestry members; (Senior Warden ex officio, attends trainings and meetings, but no visits to candidates.)
5. Set date for training of Search Committee with Rev. Kellaura Johnson.