

# St. Stephen's Episcopal Church

## Vestry Minutes

September 19, 2017

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

### I Opening

- A. Scott led us in prayer and reflection.
- B. Reading
- C. Rector's Report.

1. Thirty-five parishioners attended church at St. John's Episcopal Church in Detroit along with members of St. Phillips. We enjoyed a 1928 style service and were treated to a hot dog lunch. Forty-five parishioners then attended a Tigers' baseball game arranged by Jim Carnagie.
2. The work schedule for Jackie Mudrich, our new secretary, is Tuesday through Friday, 9:30 to 3:30. Ken Fuhr will be in the office on Mondays.
3. On September 10 we began our program year with Sunday school and other regular activities that took a summer vacation. Attendance was good. Service was followed by a generous brunch hosted by the Hospitality Committee.
4. On the evening of September 10, St Stephen's hosted a wonderful party for The Rev. Jim Maxwell and Mardi Maxwell. 96 people attended to pay tribute to Jim and Mardi for all their contributions including the inception of the South Oakland Shelter through St. Luke's.
5. Staff position descriptions are being reviewed and may be changed to fit the strengths and talents of staff members. Mother Susan will meet with the counters to discuss changes and consistencies in their reporting.
6. The Covenant Evaluation Committee Review Form has been reviewed by Mother Susan. On October 15 the CEC will meet to discuss the final form. Justin told the group that a job description was not included as it is part of the Canonical Rules and also part of Mother Susan's contract.

### II. Regular business

- A. Consent Calendar. June and August minutes can be approved on-line after revisions are made.
- B. Financial Update has been posted.

1. Diocesan Pledge recommendation from Jim Trask is to follow the 10% Diocesan guidelines . Diocese is assuming that will be \$35,000.

Discussion followed. Richard moved that Terri Pilarski's fee be deducted from the \$35,000. Motion did not pass. Justin moved to pledge 10%. Motion passed. Scott moved that Terri's bill be paid from the operating fund. Vote was 8 yea, 1 nay, 1 abstention.

Scott reported that SOS has its own fund account. Monies donated to SOS stay with St. Stephen's and will go only to SOS activities.

- C. Building and Grounds. Justin reported that sidewalks need repair and the committee is researching contractors.
- D Closing calendar is complete for this calendar year. *Witness* articles and Vestry opening prayer responsibilities are covered through January 9.

### III.Strategic/Mission Focus

- A. Strategic Planning Committee members are Katy, Don Ingersoll, Pat Wojas, Helen Giles. and Anna Dorsey. They will meet after SOS week.
- B. Reconcile and Reconnect Counseling will meet in the Emrich Room on September 19 at 6:30.
- C. Evaluation. See Rector's Report above

### IV. Coming events

#### A.SOS at St. Stephen's

Dates are Sunday September 24 through Sunday October 1.

Corinne Fragnoli will be coordinating drivers.

- B. Stewardship. Alan reported the committee is working on the theme "What do you love about St Stephens?" and "moving forward together"

### V. Comments.

#### A. Christmas eve service times

Mother Susan asked the group about services and times for Sunday December 24. There discussion on cancelling the Saturday afternoon service and combining the Sunday morning services. Scott suggested sending the questions to the Worship Committee and the group agreed.

- B. Alan reported that Rich Lentz has thanked St. Stephen's for the support given to his family after the passing of his son.

#### C. End of year checks.

Questions about reimbursement at year-end should go to Pam. The books will be open for a period after the December 31.

#### D. 2018 Vestry members.

Roy asked us to begin thinking about four new vestry members to replace Alice, Jackie, Paula, and Roy.

- E. Katy reported that the new Church directory has been submitted for printing and should arrive soon.
  - F. Norma explained the emergency contact cards that will be handed out at services this week. These, of course, are voluntary. We are asked to encourage everyone to complete them so the church can contact relatives or friends in an emergency.
- VI. Closing. Mother Susan gave the closing prayer. Meeting was adjourned at 8:30 PM.

Karol Sprague, Clerk