

St. John's Episcopal Church
Vestry Meeting

Tuesday, June 13, 2017

Minutes

In attendance: Father Jim Wheeler, Aldrich Wright, Sharon Guinta, Terrence Green, Kathi Bacchi, Danielle Sullivan, Ann Mavor, Olive Grant, Chris Mehan

Opening Prayers

Formation

- Attendees shared an example of a time they saw God at work in their life

Information

Minutes of May 9th meeting

- Minutes approved

Update on Pam Stevens by Father Jim

- Pam responded positively to Father Jim's offer of a position that would combine the work of Colin and the communications position
 - Pam informed Father Jim of her work experience in the communications field
- waiting on her diocese in Northern California to "release" her, giving her the ability to work outside of her diocese
 - a meeting is to be had on Thursday June 15th where a decision will likely be made
- discussion was had re the content of the role she is supposed to do, management of responsibilities
- discussion was had re finances for this position
 - financial assistance would be provided for housing, which is required for someone who is expected to be a priest
 - discussion re whether her pay is equivalent to someone's with similar experiences
- position is at will; for an interim period of 2-3 years
- Father Jim confirmed that he advised her that she would not be working with Betania in this position

Restructuring Task Force Report by Terrence Green

- 2 handouts were provided: "Restructuring Committee Update" and "Triads"
- a powerpoint presentation was displayed providing an update on the restructuring group's meetings
- discussion re "why the change?"
 - rector's time is being spent on matters lay people can handle

- Father Jim provided a time log of hours he spends on tasks
 - some pathways are not receiving any attention
 - liaison positions will create efficiency in managing these pathways
 - Sharon has volunteered to be the Operations liaison
 - openings for Ministry and Community; possibly Pam for ministry; Olive volunteered for community
 - Ministry Triad
 - Danielle to head Lector/Intercessors
 - Pam for Lay Eucharistic Visitors
 - Community Triad
 - Danielle and Sheelagh for Thanksgiving boxes
- discussion was had re the need for a marketing/communications strategy
 - need for a goal/mission
 - Aldrich to convene a meeting with Pam and Madeline
- restructuring task force plans to present their plans and implementation at a coffee hour in the fall
- liaisons to be part of staff meetings; quarterly reports; ensure that the liaisons are doing OK in their positions

Operations Report by Sharon Guinta

- Sharon has been working with Sandie on a number of issues
 - leak in roof
 - hole in plumbing
 - gutter cleaning
- discussion re the role of the Property Committee, need for execution
- Sharon provided a list of issues at the Rectory that should be addressed
 - it was advised that the list be prioritized, focusing on what will maintain assets

Stewardship Committee by Sharon Guinta

- candidates for stewardship committee
 - Sharon called about 8-9 people, all but one said no
 - the one that said yes said he would help with writing
 - discussion re why so many people may have said no
- Father Jim to provide a new list of candidates

Communications Strategy-Website Update by Sharon Guinta and Aldrich Wright

- viewed website template, provided feedback re aesthetics and data
- discussion re monitoring progress
- request for more focus on community
- any particular advice for Sean to be submitted via email
- discussion re timeline: wait on decision re Pam

Confirmation Mentoring Program by Father Jim

- Father Jim working with Maddie in pairing 10 young people with mentors for Confirmation

- Father Jim asked for nominations from parish leaders; now they are asking individuals to be mentors for specific students
 - some students have requested specific mentors
- mentors/students will attend 12 sessions together, leading up to Confirmation in November

Treasurer's Report by Chris Mehan

- report to be emailed next week
- discussion re budget for hole in plumbing (\$6,800)
- Kathi discussed budget for the Thanksgiving dinner; reported that the dinner will now be held at First Congregational Church, and not St. John's

Discussion

Decision to End Discount for Parishioners for Rental of Parish Hall

- concerns re rentals from committee
 - lots of effort, burdensome on Sandie, clean up issues, following alcohol policy
 - suggestion to charge same amount as non-parishioners
- Vestry discussed how we should still have a discount but enforcement should be applied equally
- comment was made that the contract was not written properly
- Sharon to report to facilities rental committee the following:
 - continue discount at 25%
 - tighten up contract

Decision

Pre-approve Agreement and Hiring of Pam Stevens as Assistant to the Rector

- salary to be finalized by executive committee
- Motion for Father Jim to hire Pam, should she be released from her diocese
 - moved; seconded
 - discussion:
 - concern re investment in a full time position
 - discussion re budget vs. concern for parish future and continuity
 - potential for use of surplus allocation
 - at will employee
 - all in favor, no opposition

Other Parish Business & Concerns

- improvements to rectory

Closing Prayers