

St. Matthew's Episcopal Church Vestry March 20, 2018 Meeting Minutes

Vestry Members Present: Brad Kimbrough, George Wheeler, Rick Lotz, Susanne Kramer, Judy Fischer, Kevin Wardell, Greg Petrites, Elizabeth Walden, Matrid Ndife, Becky Donovan, Justin Klassen, and Amanda Harrity.

Absent: David Brooks, Sara Bailey, Kate Ledvina, Marti Plager.

Clergy/Staff: The Rev. Kelly Kirby, Rector; The Rev. Benjamin Hart, Director of Congregational Life

Opening Prayer

The Rev. Kirby convened the meeting at 6:15 with an opening prayer.

Reading/reflection: Greg gave reflection on giving.

Approval of February Minutes

The minutes of the February meeting, 2/20/18 were accepted as presented.

Rector's Report & Follow up from the Retreat

Rev. Kirby led a discussion on the retreat. Vestry retreat had four primary purposes – getting to know each other, making space to think about the parish and God's call for St. Matthews, set goals and define roles, and grow spiritually. Vestry shared thoughts about how the meeting went; what went well and what opportunities exist for next year. Rev. Kirby reviewed all follow up items including topics like connect foyers to service, engaging members for commitment and Clingman Forum. Rev. Kirby also shared that she plans to open up the idea of a healing and discernment application to the parish; 14 parishes will be accepted. Rev. Kirby reviewed recent deaths and funeral plans/arrangements.

Staff Visit:

Rev. Hart, Dir. of Congregational Life, spent time talking about pastoral care and how we welcome/incorporate newcomers. Pastoral Care: He provided descriptions of what is included in pastoral care including care teams, Eucharistic visitors, flower delivery, etc. He also shared that in 2017, we had 1078 total pastoral care visits; but noted that this doesn't necessarily reflect all of the care provided if it wasn't reported to St. Matt's staff or clergy. On average, pastoral care teams contacted/visited at least one parishioner in their home or assisted living center once a week throughout the year. Rev. Hart tracks all pastoral care provided and has this information available. Newcomers: Rev. Hart shared his newcomer incorporation diagram which describes the purposeful, thoughtful steps we take to welcome and incorporate newcomers to St. Matthews.

Financial Report

Rev. Kirby shared the financials with the vestry including the general fund budget statement and the balance sheet. There was a motion to accepting the financial report

pending audit by Judy Fischer and was seconded by Justin Klassen. All vestry accepted this motion.

Tool Library Funding Request

This ministry is beginning development with three parishioners leading the charge. Some donations have been made and software has been identified for its management. Ministry leaders have requested funding to purchase tools, shelving, software and create signage for a total of \$2,000. Brad Kimbrough made a motion to approve this expenditure and George Wheeler seconded it. All vestry members accepted this motion.

Sign up for committees

Rev. Kirby led the discussion on committee sign ups.

<u>Dimensions of Faith</u>	Matrid Ndife, Justin Klassen, Judy Fischer, Marti Plager
<u>Building and Grounds</u>	Rick Lotz, Greg Petrites, Kevin Wardell
<u>Finance</u>	Sara Bailey, Rick Lotz, David Brooks
<u>Outreach</u>	Becky Donovan, Matrid Ndife, Elizabeth Walden, Amanda Harrity
<u>Planned Giving</u>	Becky Donovan, George Wheeler
<u>Stewardship</u>	Brad Kimbrough, Susanne Kramer, George Wheeler, Rick Lotz
<u>Bylaws</u>	Elizabeth Walden, Greg Petrites, Judy Fischer, Kevin Wardell

Vestry Liaison Reports

Stewardship – no report given

Dimensions of Faith

Recent Dimension of Faith speaker with Rev. Martin Smith was very successful and included a reception afterwards.

Buildings and Grounds

No report presented at this time

Outreach

No report presented at this time

Planned Giving

No report presented at this time

Bylaws Committee

No report presented at this time.

Nominating Committee.

This committee won't meet until the end of 2018

Warden Report

Junior Warden – Rick Lotz

Reported on his meeting with the music committee. The committee felt that while there has been some turnover in the choir, this is normal considering the change in leadership. They talked about a children's choir and what would be necessary to do this including upfront costs considered. Rick asked vestry members to encourage parishioners with good singing voices to join the choir if interested. Progress continues with building maintenance and HVAC upkeep, memorial garden licensure and neighborhood involvement, and sidewalk addition planned for the south side of Massie between St. Matthews and Ridgeway. Construction on the sidewalk is scheduled to begin in April. Vestry members are going to reach out to music committee members to ask questions and as a vestry, we will discuss this next time. Also, Callie Hausman will be invited to vestry next month.

Theological Reflection

After a reflection on where and when the vestry found the Holy Spirit in the meeting, the meeting adjourned at 8:20 PM and all moved to the chapel for compline.

Respectfully submitted,

Elizabeth Walden

A handwritten signature in black ink, appearing to read 'Elizabeth Walden', with a horizontal line extending to the right.