

**June 23, 2009**  
**Meeting of the Vestry of Saint Gregory of Nyssa Episcopal Church**  
**7:00 PM in the Chapel**  
**Next meeting: July 28, 2009**  
**(DRAFT – JUNE 25, 2009)**

**Vestry members present:**

Jessica Anderson, Brad Erickson, AnnaMarie Hoos, David Kincaid, Susan Abernethy, Paul Fromberg, Rick Storrs.

**Absent:** Elizabeth Boileau

**Also Attending:** Leesy Taggart, Treasurer

**Attachments:**

Year to Date 5/09 Financials (Elizabeth, Leesy sent the revised financials to you)

**I. APPROVAL OF MAY 28, 2009 MINUTES**

April 2009 minutes approved as revised.

**II. FINANCIAL REPORT**

May year-to-date financials were presented. Leesy continues to monitor our cash flow closely as we enter the dryer summer months. We have not yet drawn on the reserves to fund the summer cash drought, but Leesy reports we have easy access to cash in the reserve with a couple of days notice.

Leesy also shared that we are in our annual audit and she feels confident we will again receive a clean audit.

Overall, we are tracking at about the same expense rate year-over-year. However, there is an increase year-over-year through May with our janitorial expenses. We continue to be pleased with that decision as the church is now clean and cared for, but it does cost more.

Leesy is working out how to pay for the garbage bill, which is currently shared by the Food Pantry and the church. The Food Pantry saw a big spike up in need for recyclable garbage capacity when the bottom fell out of the second-hand cardboard market. Leesy is exploring actually having two garbage bills, one for each of us. Currently, the Food Pantry is reimbursing the church for the extra cost.

Year to date, we continue to run slightly behind last year's regular giving levels (pledge and plate). Though staff is rigorously watching expenses, there is no easy 'fat' to be cut from last year's spending levels. We will need to keep a tight rein on expenses and reach our targeted fundraising goals to stay on budget for the year.

David stated that we would be moving to Quicken for our bookkeeping software within the next month or so. This will make the Treasurer's job easier in terms of input. Leesy added we would then review whether to upgrade to QuickBooks. Also, David stated that we would be working to get a more seasonal budget with fluctuations built in to help us monitor our performance more accurately.

### **III. FUNDRAISING PLANNING**

As has been our practice for the past two years (and for most years of the congregation's history), we are planning a fall fundraising effort to meet our operating budget and replenish the building fund. The operating budget includes \$20,000 in revenues from fundraising, and we estimate an equal need to cover planned capital needs, resumed debt reduction, and a modest cushion for unexpected building costs. So the vestry has set an overall \$40,000 fundraising goal for this fall.

Paul said that he had started to work on a capital projects list to support the building fund ask. We are planning to have a good estimate and description. Paul will provide vestry with a list of projected building fund expenditures at our next meeting.

Paul also did an analysis of the entire membership and his estimate of potential gifting beyond pledging from each of our members. This year we will make direct asks to each of our members with a target gift from a high of \$1000 to a low of \$10. Paul will be making the higher dollar asks and the vestry will be called in to make the lower dollar asks so that we cover the entire congregation. We expect this to start this effort after Labor Day. Paul will draft a letter for vestry review at our next meeting that will alert our membership to the fundraising effort being underway. The letter will clearly state to expect a call from Paul or a vestry member.

Susan and Leesy noted that in the current economic climate we need to be sensitive and respectful to all of our members and to recognize that some may not be able to be as generous as they have been in the past.

Leesy also mentioned that we are a little behind in getting pledge packets out this year. She will be checking in with Alissa to offer the Vestry's help in catching up on our pledge mailings. She noted that the mailings are an ideal trigger for people to think about the size of their pledge and perhaps increase it.

### **IV. ASSIGNMENT OF VESTRY DUTIES IN THE NEW STRUCTURE**

Vestry continued its discussion of assignment of duties. We extensively discussed alternatives in handling Service under the new vestry structure. Paul suggested that Service was actually a primary mission of the church and should be handled in four different portfolios in vestry.

- 1) Communication through the website, the Nyssen News, the Sunday insert and the table in the rotunda would be handled with a team coordinated by the Strategic Presence Vestry Commissioner. This person would be responsible for finding, publishing and advertising the current service activities of our members and the opportunities for members to get involved.
- 2) Life Long Learning would coordinate face-to-face opportunities on Sundays or other evenings for members to hear directly from individuals about their particular passion. Many around the table noted that this was an important way for people to get to know about service opportunities.
- 3) Tracking fundraising efforts for our service partners on the calendar would fall into Finance. We would want to insure that other entities' fundraising efforts were not calendared close to a St. Gregory's ask. Susan noted that she was not clear on how some of our service partners were getting and using St. Gregory's' names. We need to be clear with those service partners that they need to be sensitive in removing people from their lists when requested to do so. Although the member agreement does state that we should be supportive of each other's efforts in service, individual members are also going to make personal choices on what they want to support in their individual giving plans. Leesy noted also that the lack of prominence in talking about various charities was reflected in the much reduced giving to those charities over recent history. She encouraged us that we need to increase their profile and that historically giving to other charitable service efforts had not reduced people's giving to the church.
- 4) Paul suggested that he would like to lead the effort to reflect theologically on our members' passions as service opportunities. He suggested that we use a format created for the "Education for Ministry" training with each of our small group efforts. There was some discussion on how to create enough time to do this and who might actually be doing the facilitation and discussion.

The group continued to have a lively discussion and whether there would also be a need for someone to handle all of service in one of our portfolios. We agreed to continue to refine our ideas at our next vestry meeting.

## **V. COMMITTEE REPORTS**

### **CLERGY REPORT**

Paul shared that he had met with Anna Eng, a community organizer working with the diocese to discuss area ministry efforts. He mentioned that St. John the Evangelist is developing plans for a large capital campaign to build a new building.

### **MEMBERSHIP**

Susan reported that four new members were welcomed into the Saint Gregory's community: Laure deVulpillieres (sponsor: Lynn Park); Vanessa Dillen (sponsor: Judith Tucker); Nicholas Dolce (sponsor: Sara Miles) and Nina Milosevich (sponsor: Sara Miles). Susan also reported that there is one potential new member that may join next month.

### **LIFELONG LEARNING**

Nothing additional to report.

### **STRATEGIC PRESENCE**

The Nyssen News is changing from a pdf to an email platform and there are a few technical hiccups that are being surmounted. Deb Styer is currently working on the July edition.

### **BUILDING UPDATE**

Jessica mentioned that she is working on getting a plumber to install toilets using our water conservation grant. It is especially important as the water in men's room toilet in the admin building is pretty constantly running. She is also working on the building insurance with Church Insurance.

### **CLOSING PRAYER**

With a recognition of jobs well done the

**\*\* meeting adjourned \*\***