

August 21, 2007
Meeting of the Vestry of Saint Gregory of Nyssa Episcopal Church
7:30 PM in the Chapel
Next meeting: September 18, 2007

Attachments:

Proposed Definition of SGN "Community Outreach" Programs

Vestry members present:

Jessica Anderson, Brad Erickson, Paul Fromberg, Anna Marie Hoos, Felipe Paris, Alissa Worthing

Guests:

Hillie and Joe Cousart
Sara Miles
Leesy Taggart
Erin Worthing

I. APPROVAL OF JULY 17, 2007 MINUTES

July 17, 2007 minutes approved.

II. FALL CHAPTER

Hillie and Joe Cousart reported that there are 65 people enrolled for Fall Chapter. There are 8-9 people seeking scholarships of approximately one third of the price. Jessica asked about funding for scholarships. This brought about a discussion about it being Fall Chapter and thus mandatory for members versus Fall Retreat. Since "Fall Chapter" is open to everyone, it is no longer a "Chapter," per se, but instead a "Retreat." The difference being whether or not decisions are made. Thus, this year it is "Fall Retreat."

Leesy clarified that in the past, the policy was that retreats (Chapter, Artists and Writers, Quest) must be self-sustaining. In the past, people have contributed toward the Fall Chapter scholarship fund. Paul stated that since we have said to people that there is scholarship money available for the Fall Retreat, we have to honor that. Jessica asked Hillie and Joe to come up with a dollar figure for the scholarship funds necessary to honor any commitments made to partially fund the Fall Retreat fee. Also, since it was decided that it was a "Fall Retreat;" rather than an actual Chapter, we have to schedule a Fall Chapter at Saint Gregory's.

A question was asked about vestry participation in the Fall Retreat. Joe clarified that the focus would not be on "transition" but rather on what is happening right now. Vestry is expected to participate in the open forum.

AnnaMarie asked whether the five new members who have joined in 2007 have been contacted about participating in the Fall Retreat. Hillie stated that she had contacted some.

III. MINISTRIES OVERVIEW

Sara Miles presented her 25+ page ministries overview. She summarized that our strength is in so many people pouring their hearts out in service. The weakness is currently a lack of transparency about who is in charge of what and how things actually work. When that is not clear, a few people get burned out and bitter and new people get excluded. Sara strongly advocated for each vestry member to assume responsibility for one of six ministries that is in need of immediate attention. Many of our ministries are running very smoothly: liturgy, deacons, music, 8:30 a.m. coffee hour. Sara designated the following six areas as needing immediate leadership and attention:

1. Chapter
2. 10:30 a.m. Coffee Hour: food and clean-up
3. Evangelism (encompasses greeters, flyers to neighborhood, follow up with visitors, sponsors)
4. New Member Sponsors
5. Stewardship
6. Greeting & Welcoming

Rick Storrs volunteered to be responsible for organizing 10:30 a.m. coffee hour provision of food and clean up.

IV. "OUTREACH" PROJECTS OVERVIEW

Rick Storrs created a report and recommendation on Saint Gregory's "outreach" projects. The support that Saint Gregory's provides to these ministries includes: fundraising assistance, logistical/facilities assistance, and direct financial support. There was a discussion about the use of the Saint Gregory's mailing list. Leesy clarified that the policy is that Saint Gregory's does not provide its mailing list to anyone. It was acknowledged that Saint Gregory's mailing lists may have been provided to certain outreach ministries in the past.

A decision on Rick's Outreach Projects recommendations was tabled. It was moved and agreed that "Community Outreach" would now be referred to as "Community and Service."

V. FACILITIES CARE

Erin Worthing was introduced as the new person in charge of facilities care. Rick Storrs reported that there was a FixIt list that Erin should find and review. It was clarified that there is \$500 per month budgeted for maintenance and repairs. Any spending above that would require vestry approval.

Erin was instructed to: (1) talk to Leesy about budgeting and logistics; (2) talk to Sara about regular kitchen maintenance; (3) talk to Paul about the current status of the facilities.

VI. COMMITTEE REPORTS

- A. Communications

Paul reported that the first Open House was well attended by the neighborhood. Most people who came were personally invited. Paul plans one Open House per month.

It was reported that Hillie Cousart and Scott King were agitating to get more involved in a Christian Ministry Group at UCSF. Ideas are being developed on having science/evolution talks either at Saint Gregory's or at UCSF.

There were questions about press kits and the process for updating the website but no clear answers.

Anna Marie and Felipe provided a brief report on the recent 8:30 a.m. congregation brunch. There appears to be energy for the 8:30 a.m. congregation to perhaps meet bi-monthly. It was recommended that future gatherings be reported to Addie for including in the scheduling and announcements.

There was a short discussion about the Millennium Development Goals to end poverty by 2015. Our holiday giving will be coordinated through Episcopal Relief and Development toward the Millennium Development Goals.

VII. FINANCE REPORT

As of the close of business on Friday, the Operating Fund was \$13,000 in deficit. While there are zero outstanding payables, it still puts us at a year end budget deficit of \$20,000.

There were questions about the \$2,200 surplus from last year's Fall Retreat and whether that could be used for scholarships or transferred into the Operating Fund. A decision was tabled.

Leesy reported that there has been no deterioration in pledges and zero lost members due to the transition. Leesy is starting to meet with the year end big givers.

Jessica reported that Richard Anderson successfully sold Donald's Volvo for \$3,750.

VIII. CLERGY REPORT

Paul is ramping up the "Sundays at Saint Gregory's" program to bring in the neighborhood. Margaret is doing a fantastic job with Sunday School, particularly in recruiting teachers.

There will soon start an "All About Saint Gregory's" class to take place over three weeks. Evening liturgy meetings will start up again in September.

Leesy asked whether Paul or Sara was interested in a "Clergy Advocate." Both declined but were grateful to have been asked.

Reminder for the September 16, 2007 vestry retreat to take place off-site.

Next meeting September 18, 2007

**** meeting adjourned ****

Proposed Definition of SGN “Community Outreach” Programs:

There are several levels of support SGN offers to Community Outreach Programs. As detailed below, support can fall into three categories: Logistical, Facilities, and Financial. I put forward for consideration the following proposals:

- 1) Elimination of future pledges of financial support. Heretofore pledges have been made to organizations who initiate the request; we have not offered financial support generally. The Vestry has generally asked that these pledges be fulfilled by the requesting organizations through direct donations, with no impact on the operating fund. What’s the point of this? The Vestry should not guarantee the success of the organizations’ fundraising. Further, the current ad hoc situation creates an inequity between groups who dare ask and those willing to raise their own funds. Unless we are willing to generally offer pledges of support, I propose eliminating this category.
- 2) Demonstration of continued support from our Membership for continued use of our name and resources. This support will be demonstrated by (a) the direct involvement of five Members in the work of the organization OR (b) raising at least \$600 from at least five individuals in our congregation. Meeting these two criteria of ongoing active support from our Membership will justify our sponsorship and continued alliance.
- 3) Renaming “Community Outreach” “Community and Service” to distinguish these good works of service from the good work of Evangelism (acknowledging that good work is inherently evangelical).

The following is an outline describing the various relationships between SGN and currently recognized service groups, with some recommendations:

All recognized groups are allowed space on the Outreach Table and mention on the SGN website. They are also allowed to use the Sunday Announcements for publicity for specific events, at the discretion of the office. **Recommendation:** Establishment of a Rota, for equal representation. Support of these groups fall into the following general categories:

- 1) Logistical Support for fundraising
 - a. Use of Members List for direct solicitation. **Recommendation:** no more than twice a year, the timing coordinated through the L&S Commissioner to avoid inundation of multiple solicitations
 - b. Independent 501.c.3 status, with letter on file with SGN
 - i. Makrina Foundation may be incubator for new groups with pending 501.c.3 status
 - c. Currently these groups are
 - i. GAIA
 - ii. Jhai
 - iii. Food Pantry
 - iv. Martin’s
 - v. Night Ministry
 - vi. El Salvador Mission
 - vii. Simple Gifts?

- 2) Facilities Support
 - a. Use of the Sanctuary
 - b. Currently these are
 - i. Food Pantry
 - ii. Blood Drive
 - iii. Faith in Action
 - iv. GAIA fair
 - v. E-Waste recycling
 - vi. Sacred Dying
 - vii. Sojourners (Will Hocker/SF General)
- 3) Pledge of Financial Support -- **Recommendation:** Eliminate
 - a. Independent 501.c.3 status, with letter on file with SGN
 - i. Makrina Foundation may be incubator for new groups with pending 501.c.3 status
 - b. Current and past pledges to
 - i. Christosal
 - ii. Night Ministry – expired?
 - iii. GAIA -- Expired
 - b. Expectation if the Vestry binds SGN to a financial commitment:
 - i. The commitment is of limited duration (i.e. one year)
 - ii. The Member liaison is responsible for finding donors to fulfill this commitment
 - iii. The Member liaison will provide a short list of possible donors

How to become an official SGN Community and Service organization:

- 2) Member Involvement.
 - a. Identify Specific Liaison who is a Member
 - b. Demonstrate Member involvement within 12 months
 - i. Five Members actively participating OR
 - ii. At least \$600 raised from at least five Members
 - c. Plan for inviting participation of congregation, beyond just writing checks
- 3) Congruence with SGN bi-laws, including
 - a. no political campaigning
 - b. no money raised for individuals
 - i. Written proposal defining expectations, including type of support within the framework defined above
- 4) Approval by L&S Commissioner
 - a. Vestry approval for Financial support (category 3) –
Recommendation: eliminate

Expectation of SGN for sponsored organization:

- 1) Compliance with annual review by L&S Commissioner delineating
 - a. Member involvement metrics
 - i. # of members and friends participating
 - ii. # of members and friends providing financial support
 - iii. estimate of revenues generated by relationship for annual Diocesan report
 - b. Qualitative assessment of benefits of alliance

- i. Evangelical benefit / visibility
 - ii. Vitality: growth of support, as detailed above
- 2) Written reviews will be presented to the Vestry for inclusion in the public record