

**St. Paul's Episcopal Church
Minutes of the Regular Vestry Meeting
February 25, 2008**

There was a regular meeting of the Vestry of St. Paul's Episcopal Church, Chestnut Hill, on Monday, February 25, 2008 at 7:00 p.m. in Dixon House.

Those present were: The Rev. Cliff Cutler, presiding; also Wilson Brown, The Rev. Nancy Dilliplane, Dean Ennis, Pam Gagne, Cathy Glazer, Matt Hyde, Tom Keels, James Pope, Tim Sager, Nancy Shepard, Ann Stevens and Kay Wisniewski.

Roberta Barsotti, Barbie Kimberly. John Rollins and Van Williams were absent.

Guests: Libba Affel, Jo Busser and Mary Lou Parry of the Outreach Committee.

I. CALL TO ORDER

A. Short Form of Evening Prayer

The rector called the meeting to order and led the Vestry in a short form of evening prayer.

B. Listening Hearts Guidelines

Members of the vestry shared instances of being drawn closer to Christ and the Listening Hearts Guidelines were reviewed.

The Rector distributed the agenda and Vestry Goals.

C. Review/Approval of January 2008 Minutes

The January 21, 2008 minutes were reviewed, corrected and approved.

D. Right of the Floor

Members of the Outreach Committee, Libba Affel, Jo Busser and Mary Lou Parry were introduced. The Rector suggested that discussion regarding Outreach/Budget issues be held until James Pope, Vestry and Finance Committee member, who was en route from a meeting in New York, arrived.

E. Review of New Members

The Rector reminded everyone present to introduce themselves to visitors or anyone standing alone after church and at fellowship time.

II. COORDINATING COMMITTEE

A. Rector's Report

Stewardship – The Rector reported that stewardship is an area on which we need to focus. The Co-chairs have been selected; John Rollins and Stewart Graham, and Cliff will be meeting with them this week.

Mutual Ministry Review. - Copies of the Mutual Ministry Review were collected from those who had not already handed in reviews. Dean Ennis and Nancy Shepard will summarize all reviews submitted by March 1 and meet with The Rector.

Search for New Director of Music – The Rector reported that the Committee has received 30 applications so far, including 2-3 strong candidates. The plan is to bring selected candidates in to rehearse with choir; come to services and be available to talk to parishioners sometime in late April and/or May. Matt Hyde reported that the parish survey will be available on line. The need to keep the parish well-informed about the search was emphasized.

The Rector noted that he will be leaving on a trip to Israel and Palestine on March 24. Our IHN guests will be arriving on March 30 for six weeks.

B. Rector's Warden's Report

Dean reported that the Nominating Committee met on Sunday, they will try to meet weekly in order to finish the nominating slate by April 15, in order to send out notices before the May Annual meeting. The members of the Nominating Committee are Thos. Leonards, Chair, Cathy Davis, Steve Pearson, Vice-Chair, Kay Wisniewski and Nancy Shepard. The Committee is looking to fill 1 Convention delegate and 3 Vestry slots.

C. Accounting Warden's Report

Closing Report, 2007 James Pope reported the Finance Committee met yesterday. They do not yet have a draft of the audited financial statements to review. The budget audit has been delayed to some allocation issues of cash receipts between unrestricted and temporarily restricted accounts arising from the personnel and accounting process transition to Ed Manwaring from St. Paul's staff and the transfer technicalities are expected to be resolved quickly.

D. Restoration Campaign/Planned Giving/Stewardship

The Rector reported that his plan for transitioning pledging to a calendar year basis has met with some resistance.

Approximately 80 pavers (\$16,000) have been sold and we are anticipating additional sales. The Rector commented on the good feeling, positivity and energy surrounding this project.

III. SERVICE IN JESUS' NAME

A. Outreach Committee

Outreach Committee members, Mary Lou Parry, Libba Affel and Jo Busser were present to respond to Vestry's and Finance Committee's recommendation to defund allocations to ECS, NIM, NWPHN, PTI and Cooking (totaling \$10,300) through the budget and having them supported by Outreach through the Rummage Sale, raising issues of communication, Vestry and Outreach dialogue and budget development.

Mary Lou, Jo and Libba expressed their concerns that the budget allocations were changed without appropriate communication with Outreach and Rummage and questioned the commitment of the Vestry and Finance Committee's support of these activities. They provided Outreach history; all are long-standing members of Outreach, the importance, both monetary and parish-wide that Outreach has had in the past; strong passion for service and support of the charities which Outreach has helped through the money made from the Rummage Sale to begin the dialogue with the Vestry members present.

James explained the budget allocations were considered in October, November and December of 2007, and the background behind the current situation, i.e., the reduction in office staff and the desire to balance the budget when we feared a deficit. The Finance Committee looked at the line items of allocations to the above mentioned groups that were hardwired into the budget and felt that Diocesan giving had been reduced in other areas and were very concerned about having sufficient funds to fund people and buildings. James and the Finance Committee raised concerns about communications and whether adequate attention was being paid by the Vestry and other committees to their recommendations and timeliness. He emphasized that transparency of process and accountability are taken very seriously by the Finance Committee members. They were not trying to force things on Outreach.

Communications between the Vestry and various committees were emphasized. The Rector also emphasized transparency of process and concern

with communications and is dedicated to improving those issues within all aspects of St. Paul's. He asked the Secretary to make sure Vestry minutes were distributed and published so that parishioners had access. Libba noted that some of the recipients of the Outreach grants are present at the Advent Bazaar held in early December and there is need to better promote this event.

Tim Sager noted that newer parish members are not aware of the long history and service of the Outreach committee, especially those who attend the 9:00 service. He suggested that Outreach make an effort to educate parishioners, especially children, about mission and perhaps come to the 9:00 service to provide information. Wilson Brown noted that St. Paul's was known for its collective outreach, which used to include more opportunities than just the Rummage sale, e.g., Habitat for Humanity and community service. It was emphasized that a 3-way conversation between the Vestry, St Paul's members and Outreach needs to be on-going to define our commitment and priorities and be aware of peoples' feelings concerning service. Outreach is essential to St. Paul's.

As follow-up to the dialogue started at this meeting, it was determined that Mary Lou Parry, Meredith Sonderskov and other Outreach members will develop an Outreach mission statement. The Outreach Committee will work with the Vestry and Finance Committee to resolve the \$10,300 budget issue. The Vestry and Outreach will work together and with the Communications Committee to develop communications to energize outreach at St. Paul's.

The Rector thanked the Outreach Committee members and the Vestry for the excellent ideas and dialogue.

B. Samaritan Counseling Center

It was noted that we are receiving a monthly sum from the Center for heat and expenses. Samaritan Counseling Center is assisting with the Beta Course

C. Property Committee

Restoration of Stained Glass windows – the Rector reported that two Stained Glass windows are being restored through funding from the families who are sponsors of the windows. There was a discussion concerning the possibility of touring a stained glass studio in connection with this project. Cathy Glazer will organize this activity

The Rector and Barbie Kimberly met and toured the physical plant with a masonry expert and expect to receive an estimate soon.

The Rector reported that a civil engineer has been hired for the sewer project.

D. Sustainability

Dean reported that Larry Arrigale has been very involved in distributing information and committee activity. Larry and Dean are developing a web page for sustainability. Larry has also been working with Karen Richter and Sonam to clean out closets and other areas of campus grounds.

It was noted that the Chestnut Hill Historical Society presented a program last spring on housing and cataloguing records. St. Paul's presently does not use any preservation materials. Clark Groome is working on the Archive records here and sorting photographs with the help of Carolyn Hale as well. Tom Keels reported that the Historical Society has undergone personnel changes. Tom will contact Liz Jarvis of the Society about using preservation materials for our records.

D. Greeters and Evangelization

The Rector reported that he is getting quotes for the development of an informational folder/packet containing church photographs and worship/activity opportunities to have available for visitors and newcomers.

IV. SERVICE IN JESUS' NAME

A. Spiritual Formation Committee Report.

The Rector reported that the Jean Mather course has generated good reviews.

B. Worship and Music

The Rector noted June 1, 2008 will be the date for the church celebration of Rick Alexander's tenure as Music Director. A vestry group consisting of Dean Ennis, Kay Wisniewski, Nancy Shepard, Cathy Glazer and Barbie Kimberly will work on organizing the celebration and creating a book of Parish stories, thanksgivings and appreciations in Rick's honor.

C. Committee for Sacred Space

Nothing to report.

D. Communications Committee

Matt Hyde reported the Committee is in the process of organizing publicity pitches and press releases to the Chestnut Hill Local, Philadelphia Inquirer and

other media. Anne Standish will speak to her media contacts concerning publicity for St. Paul's as well. There were several topics highlighted for publicity including the stained glass window project and church history.

Dean reported that the parish communication piece, Tidings, is emailed in a timely fashion to parishioners but if it is sent by regular mail, it often arrives after activities have taken place. Fine-tuning of the publication and distribution deadlines is on-going to resolve this issue.

E. Hospitality Committee

Ann Stevens reported on Hospitality activities for March and the scheduled arrival of our IHN guests for six weeks beginning March 30. There will be 4 families and a total of 8 children arriving. The extended stay at St. Paul's is due to a fire at the Germantown Jewish Center. St. Paul's is responsible for the first week of meals and hosting coverage and the rest of stay will be supported by OMC, St. Martins, Chestnut Hill Friends, Summit Presbyterian, Germantown Methodist and the Germantown Jewish Center. Ann noted the need for food and companionship and the golden opportunity to participate in outreach activities during this time.

V. OTHER COMMITTEE REPORTS AND BUSINESS

Nothing to report.

VII AND VIII. CLOSING PRAYER AND DISMISSAL

The rector led a closing prayer and dismissed the Vestry and guests. The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Cyndi Anderson
Secretary

**The next regularly scheduled meeting of the Vestry will be held, Monday,
March 17, 2008, at 7:00 p.m. in Dixon House**