

**St. Paul's Episcopal Church  
Minutes of the Regular Vestry Meeting  
September 15, 2008**

There was a regular meeting of the Vestry of St. Paul's Episcopal Church, Chestnut Hill, on Monday, September 15, 2008 at 7:00 p.m. in Dixon House.

Those present were: Rev. Cliff Cutler, presiding; also Rev. Nancy Dilliplane, Dean Ennis, Sarah Heckscher, Pam Gagne, Cathy Glazer, Matt Hyde, Alix Jones, Tom Keels, Barbie Kimberly, James Pope, Tim Sager and Ann Stevens.

Roberta Barsotti, Jake Roak, John Rollins and Van Williams were absent.

Guest: Pat Voigt

**I. CALL TO ORDER**

**A. Short Form of Evening Prayer**

Reverend Cliff Cutler 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. Approval June 2008 Minutes**

The June 2008 minutes were reviewed and approved.

**D. Review of New Members**

The Rector noted that we should be mindful of new visitors to the church during September, usually a busy time with Rummage, the start-up of church school, breakfast teams and three Sunday morning services.

**E. Right of the Floor**

The Rector introduced Pat Voigt and noted that she planned to speak to the Vestry about the Restoration Campaign later in the meeting

## II. COORDINATING COMMITTEE

### A. Rector's Report

Rummage Sale – The Rector reported the Rummage Sale was extremely successful again this year – around \$39,000 was raised.

Partnership for Sacred Places – The Rector reported that the organization is planning to hold a workshop at St. Paul's later this month. They are expecting 50 representatives from area churches to attend.

Vestry Retreat, October 24-25 – The Rector noted that the schedule will be the same as last year – we will have a fellowship event on Friday evening and work on Saturday from 9 -3 at the Institute for Human Potential. The topic will be Vestry size and organization.

### B. Accounting Warden's Report

Financial Report James Pope commented on the monthly report – the status of revenues and expenditures since the last Vestry meeting. He noted due to the volatility of the market, we are trying not to draw on our endowment assets. The status of economy will also pose concerns for many issues, e.g., heating, pledging, etc. He also answered questions from the Vestry regarding various budget items.

Website donations — James noted that this process is on the St. Paul's website and needs to be publicized so parishioners will use it. It is very user-friendly.

Budget Process — James reported that the Finance Committee will be sending requests to committees who need to be included in the budget process. The committees will need to provide information to the Finance Committee in October so they can try to develop St. Paul's budget for 2009. James reminded the group present that the Finance Committee meets every third Sunday during breakfast.

James also reported Ed Manwaring has changed his schedule somewhat and is available at St. Paul's on Monday mornings, although he is planning to go on vacation soon.

### III. DECISIONS NEEDED

#### A. Property Committee

Allocating Funds for Tree Work — Barbie Kimberly reported that several trees have branches hanging over the roof, several need to be trimmed and there is a dead tree which needs to be removed. One bid has been received; neighbors have been consulted and are agreeable to the planned work. The Vestry passed a unanimous motion to allocate up to \$3500 for the proposed work once all bids have been received and a vendor has been chosen.

### IV. DISCUSSION NEEDED

#### A. Spiritual Nourishment

##### 1. Restoration Campaign

Pat Voigt spoke to the Vestry members present regarding phase two of the Restoration campaign. She noted that the Restoration Committee, of which she is a member, is very enthusiastic to continue working on all the on-going projects that need to be done. The Committee, all experienced fundraisers, has already raised about \$1.8 million and need to raise another \$2 million in the coming year. Some of the projects include creating good worship space, the exterior envelope of St. Paul's, on-going roofing and masonry work, the windows, etc. many challenges, but if broken down into projects and prioritized, it all can be done. It was emphasized that it is a privilege for our generation of parishioners to take care of St. Paul's, truly a gateway foundation of the Chestnut Hill community and Philadelphia. The Rector commented that he hopes to have the entire parish involved in the planning process for phase two of the campaign. The Restoration Committee is working on several approaches to achieve this goal including issuing financial challenges, involving planned giving and working with the Partnership for Sacred Places in obtaining grants.

Three major points were developed from the discussion:

- 1) It is very important that the Vestry be 100% supportive and committed to making gifts;
- 2) The Restoration Committee wants to celebrate with the whole parish all the contributions made to date;
- 3) The Restoration Committee is eager to move to the next phase of fundraising – would like the blessing and support of the parish to accomplish these goals.

The culture of giving at St. Paul's and its influence and value in the community were noted. The group thanked Pat and Cathy Glazer for their time and work on the Restoration Committee.

2. Stewardship

John Rollins reported that the Stewardship Committee is planning to send letters to those parishioners who have not yet pledged. They are still looking for one more Vestry member as required by the By-laws.

3. Introduction of Zachary Hemenway, Music Director of St. Paul's

Zach Hemenway noted that he has hired a singer to bring the total of paid singers to the full complement of six to provide consistency, leadership and vocal education. He would like to develop a music guild of parishioners to advise him on music needs, direction, concerts and other projects to increase community value. He plans to create a children's choir, in order to help the parish grow and teach our children church traditions. He is hoping to start the children's choir about Nov. 1. The Vestry thanked him for coming to the meeting and offered their support for his plans.

**B. Service in Jesus' Name**

1. Property Committee

Update on Driveway – it is almost completed, drains have been repaired and the granite is being installed. Once completed, entry to the Dixon House, the narthex and the Chestnut Hill Avenue entrance will be handicapped accessible.

Church School Wing – has been completed and is truly wonderful. A great deal of thanks goes to Mark Duckett who donated his expertise and time to the project. A celebration of the completed construction and its planner are being developed.

Other property issues were reported – the asbestos problems have been fully resolved and a major heating pipe has been repaired. The Rector once again emphasized our responsibility to care for the church and campus. Barbie Kimberly thanked the parishioners who have taken on the gardening work around the campus.

**V. Other Committee Reports and Business**

Sustainability – The Rector noted that Larry Arrigale has replaced Linda Eastman as Chairman of Sustainability. Larry brings new energy and leadership

to this important committee. Sustainability will work on the Teddy Bear's Picnic, scheduled for October 5.

St. Paul's Summer Olympics – is scheduled for 4:00 p.m. Sunday, September 20.

Future use of Church Apartment - James Pope and the Rector reported that Rick Alexander has moved out of his apartment. A short discussion followed concerning future use of the space.

Samaritan Counseling – their new Director has reported that they intend to pay their back rent.

## **VI. HOW DID WE DO?**

Rummage Sale -- Ann Stevens wanted to thank everyone involved in the Rummage Sale.

Tim Sager noted that his daughter went to Guatemala on the Diocesan trip, which was a transforming event for her. His son is also involved in the Diocesan Youth programs and is on the planning committee for an outward bound program. The Rector commented that it was a remarkable summer for several of our young people.

## **VII. CLOSING PRAYER AND DISMISSAL**

Reverend Cutler led a closing prayer and dismissed the Vestry. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Cyndi Anderson  
Secretary

**The next regularly scheduled meeting of the Vestry will be held, Monday, October 20, 2008, at 7:00 p.m. in Dixon House**