There was a regular meeting of the vestry of Saint Paul’s Episcopal Church, Chestnut Hill, on the above date at 7 p.m. in Dixon House.

There were present The Rev. Clifford Cutler rector, presiding; also Tim Albert, Anibal Aponte-Boyd, Charlotte Biddle, Lisa Budd, Cheyenne DeMulder, Ruth Desiderio, Clark Groome, John Kimberly, Chesley Lightsey, Chuck Lower, Tabatha Oman, Steve Pearson, and Joseph Wolyniak

Kristen Poole, Amanda Scates-Preisinger, and Stephen Stone were absent.

The meeting was called to order at 7:08 p.m.

I. The meeting began with a short form of evening prayer.

II. Cliff Cutler spoke about what he feels he has accomplished during his time at Saint Paul’s. “I really feel the church has a sense of confidence that it didn’t have when I came. One of the illustrations of that is the capital campaign, that we hit our goal without bringing in our heaviest giver. That should be a confidence builder.”

III. The minutes of the February 25, 2019 vestry meeting were approved unanimously.

IV. Cliff Cutler noted that we need to be sensitive to new faces and be sure to “invite, welcome, and connect,” with those who are visiting or shopping for a spiritual home. This is particularly important as we approach and enter an interim period. Cliff also noted that the lead-up to and celebration of Easter is a great time for visitors.

V. The rector covered two areas in his report:

• Attendance numbers for 2018 are down a bit from 2017. In 2017 the average Sunday attendance was 241. It 2018 that number was 220. Cliff said that it’s not unexpected for there to be a slight falling off when there is a time of change like the one Saint Paul’s is experiencing.
He also emphasized that, “It’s really important for the church to begin to separate and differentiate itself from me and what you’re going to be looking for. Next time around is not another Cliff.

“If you don’t do the grieving and separating now it’s going to leak forward and the guy or gal who comes after me is going to be dealing with that stuff. Pay attention to who I am and who’ll come next time and they’ll be two different people.”

Ruth Desiderio said that we have to be proactive about how we use the time. “We’ll need to pull together and figure it out,” she said.

Cliff also said, “It’s been awesome for me to be here with you. I’m going to miss you all terribly.”

VI. The secretary reported that the Rev. James B. Robertson, Saint Paul’s deacon for many years in the early 2000s, will be ordained to the priesthood on June 15 at the cathedral in Harrisburg. The parish will send him a congratulatory note.

VII. It was suggested that the Right of the Floor part of vestry meetings be publicized. Cliff said that anybody is welcome at vestry meetings and publicizing that would be another way for us to be open and receptive to others’ ideas, concerns, questions, etc. There are times when the vestry may have to go into executive session and that guests would need to be excused but those instances are very rare.

VIII. Charlotte Biddle said that the outreach committee is concerned about the Rummage Sale. Some of the concerns raised were what will happen to Rummage when the Parish Hall is being renovated and who will supply the staff support and leadership the event needs. It has become apparent that volunteers are not able or willing to take on complete management of the event and during the last few years there have been different staff members charged with helping to run it. This is a major concern since many people have dedicated their service to Saint Paul’s to the Rummage and it has been the principal source of the money that outreach gives to outside groups.

This is an issue that needs further discussion as we approach this year’s Sale.
IX. Ruth talked at length about the interim experience that lies ahead.

• She said that she has been given the names and information of four candidates to be our interim rector. We have to see if they meet the priorities we have for our needs during the interim period.

• She thanked Cheyenne DeMulder for the good work she did on the profile for the interim rector’s time with us. It will help the interim candidates get a good snapshot of who we are and what we need.

• We have to identify what our priorities are so that when we’re looking at the material on the candidates we’ll be able to identify what matches and what does not. She asked that the vestry meet this coming **Sunday, March 24 at noon in the education wing’s conference room.**

• She said we needed to form two committees: one to vet the interim rector candidates (a task that will take a relative short if intense period of time) and another group to be very mindful and intentional about communicating regularly with the parish. She passed a sign-up sheet for the vestry members to sign up to be part of one or both of those groups.

• She is investigating potential consultants to help us moving forward.

• Forming profile and search committees will be done after we’ve said good-bye to Cliff and the interim rector is in place.

• We need to build a good relationship with the bishop and the diocese. She said that the bishop’s visit with the vestry on **Thursday, April 11 at 6:30 p.m. in Dixon House** will be a good step in this process.

X. On Cliff’s last Sunday, May 5, there will be one service at 10 a.m. followed by a luncheon.* Bishop Barbara Harris will preach. Steve Pearson is chairing the event and will act as the emcee for it. There will be many guests, some of whom may be a surprise to Cliff, at the service and the lunch. Visiting bishops will be asked to vest and take part in the procession.

XI. The nominating committee is hard at work identifying candidates for four vestry slots and a delegate to diocesan convention. Any suggestions should be given to one of the members of the nominating committee: Chairman Valerie Stevens, Alix Jones, vestry rep Charlotte Biddle, Pam Bracey, or Cindy Clowery.
XII. Cliff announced that the Kimberly family gift to the capital campaign is restricted to the sewer project. On motion duly seconded the vestry unanimously agreed to the Kimberlys’ restriction and thanked them for their generosity.

XIII. Property Committee Chairman Tim Albert reported that his committee is actively seeking an owner’s representative to manage the construction projects to be undertaken as a result of the capital campaign. He will apprise the vestry of the property committee’s recommendation. Cliff noted that it would be wise for the vestry to approve the expenditure for the selected person or firm, and for any significant expenditures related to the various projects.

Tim reported that while some small property issues are being addressed, most of the committee’s time is spent on the capital campaign’s programs.

XIV. Accounting Warden Anibal Aponte-Boyd reported that over $1 million of capital campaign funds had been transferred to Glenmede so that it can earn interest.

Cliff said that about $300,000 has been spent and that another $300,000 to $400,000 in pledges is still outstanding. Parish Administrator Virginia Emlen and Accountant Kristin Deissler are handling the follow-up on these pledges.

Anibal reviewed the current financial reports and said that all looks good.

The budgeting for the interim period was raised and several ideas were presented on how best to pay the interim period and rector search’s costs. It was decided that this issue needs further discussion by the finance committee and vestry.

Anibal is overseeing the changing of the signatories for all Saint Paul’s accounts. The signatories will be Rector’s Warden Ruth Desiderio, Parishioners’ Warden Stephen Pearson, Accounting Warden Anibal Aponte-Boyd, and Secretary Clark Groome.

XV. Joseph Wolyniak reported that the church’s apartment would, on the open market, rent for about $12,000 per year ($800 for monthly rent plus utilities equaling $1,000 per month).
Anthony Carella will be moving out April 30. After that Joseph recommended that we appoint an interim resident for security and outreach support. This person could have two separate responsibilities:

- **Security**: doing rounds; making sure the building was locked up at night and that the lights were out and the heat turned down; dealing with homeless guests; handling facilities emergencies or the need for someone to get into the building after hours. To do this work he would live rent free in the apartment.

- **The other possible component of his job would be to serve as manager/coordinator of the Rummage Sale (see VIII above) and, perhaps, help when Saint Paul’s hosts the Interfaith Hospitality Network guests each year. He would be paid for this work.**

There was considerable discussion about what a fair remuneration would be for the paid part of his responsibilities. Joseph said that there is a candidate under consideration.

The Coordinating Committee will discuss this further and come back to the vestry with recommendations at the April meeting.

**XVI.** The next regularly scheduled meeting of the vestry, Cliff’s last, will be **Monday, April 15 at 7 p.m.** in the Dixon House library.

There being no further business, the meeting adjourned after a closing prayer at 9:04 p.m.

Respectfully submitted,

Clark Groome
Secretary

*After this meeting it was decided that the events following the May 5 service will be a festive reception under a tent outside Dixon House followed by a celebration of Cliff Cutler’s ministry in the Parish Hall.*