There was a meeting of the Vestry of Saint Paul’s Episcopal Church, Chestnut Hill, on the above date at 7 p.m. in the education wing’s conference room.

There were present Clark Groome, Secretary, presiding; also Interim Rector Albert J. Ogle, Assistant Rector Daniel J. Kline, and Tim Albert, Chip Butler, Steve Camp-Landis, Cheyenne DeMulder, Mark Duckett, John Kimberly, George McNeely, Kristen Poole, Louise Thompson, and Hugh Williamson. Music Guild co-chairperson Wendy Munyon was the Vestry’s guest.

Lisa Budd, Ruth Desiderio, Tabitha Oman, and Steve Pearson were absent.

The meeting was called to order at 7:06 p.m.

I. Interim Rector Albert Ogle opened the meeting with a prayer.

II. The Listening Hearts Guidelines were read.

III. The minutes of the January 27, 2020 Vestry meeting were approved with Kristen Poole abstaining.

IV. The minutes of the February 2, 2020 special Vestry meeting were approved with Mark Duckett abstaining.

V. Accounting Warden Steve Camp-Landis reported on the 2019 fiscal year. Among the points made were:

• He is working on a report detailing revenue trends over several years.

• Pledge numbers are remaining consistent.

• Non-pledge income was down in 2019.

• One-time expenses (Andy Kotylo’s move, farewell events for Cliff Cutler and Joseph Wolyniak, etc.) increased the deficit.

• At its January 27 meeting the Vestry approved taking $200,000 from the endowment to cover the 2019 deficit. This money does not need to be repaid.
• Interim Rector Albert Ogle reviewed the last three giving years:
  2018: $565,000 pledged; 157 pledges
  2019: $588,000 pledged; 162 pledges
  2020 to date: Approaching $600,000 pledged; 155 pledges so far.

• Monthly financial reports for the Vestry are necessary. The January report was sent to the Vestry a few days before the meeting.

• The parish’s Annual Meeting in May is one appropriate time to bring the parish up to date on financial matters. It would also be good to communicate (in the service sheets and/or Happenings) about how things are going. Between now and the Annual Meeting on May 17 it would be good to have a town hall about finances.

• There will be opportunities to discuss these issues at the congregational conversations that will take place after the parish survey is concluded.

• With the anxiety about the budget felt by many it would be vital to also report the good news: the endowment is in good shape; Glenmede’s interest on the endowment, capital campaign, and the organ restoration fund is at approximately 12% per annum, a good return; many have increased their pledges over previous years. As Hugh Williamson said, “We need to communicate that we are not going broke. We have rich ministries we should be talking about rather than creating anxiety about what might be cut or eliminated.”

• Albert recommended that the Music Guild and Mike Latini’s space usage group report to the Vestry.

VI. The Vestry then turned its attention to the proposed 2020 budget, going into executive session at 8:07 p.m. to discuss confidential personnel and other budget matters.

After a lengthy discussion about the Finance Committee’s proposals, it was decided to continue the conversation at the March meeting.

We returned to regular session at 8:39 p.m.

VII. Property Chairman Mark Duckett gave an update on the state of the projects funded by the recent capital campaign. He noted the following:

• ”We’re just where we need to be in terms of the capital campaign.”

• We have $1,751,271.40 cash in hand out of $2,113,709.15 pledged. Some pledges are still being paid off. He also noted that we need to be vigilant about potential delinquencies.
• Reminders need to be sent to those whose pledges are still being paid off and to those who may be behind in their originally-scheduled payment plan.

• There is currently $990,894.64 available for projects out of $1,353,332.44 pledged. $254,502.46 has been spent on fund raising, legal, architectural, engineering, and construction management out of a budgeted $760,376.71.

• The plan is to begin work on the parish hall/kitchen renovations in May or June and be finished in September. That’s the same time that the lighting work (about $200,000) and sewer work ($150,000) will take place.

• During the first week of March there will be a crane and crew on site to inspect the fleche.

VIII. Stewardship Chairman George McNeely noted the following:

• We need to get more people to give.

• We need to get our pledgers to increase their giving.

• We need to get those who give regularly but don’t pledge to start pledging.

• The data-scrubbing process has begun with the object to create one mailing list usable by all.

• He recommended that we try to update everybody’s contact information. This might be, he said, a good Lenten project. To accomplish this we need, in his words, “all hands on deck.”

• Since there was no negative feedback to the fund raising policies document distributed at the January 27 meeting, George and Albert will work on implementing them.

• The individual giving records attached to George’s recent memo are to be treated as confidential. He’ll send out a notice to that effect to the entire Vestry as soon as possible after this meeting.

IX. Albert’s report included the following:

• The music department and the Music Guild should report to the Vestry at the March 16 meeting, focusing on their plans for the next five years.
• Mike Latini’s Space and Planning Committee should report to the Vestry at the April 20 meeting.

• The church needs to establish a planned giving program.

• Albert updated some personnel matters.

• A report on the attendance for January and February 2019 and 2020 was part of his report. It is attached.

• We’re preparing for Lent. We will be beginning a confirmation class during this liturgical season.

• The move to the Rectory has been completed “and both the Music Academy and our staff appear to be content in the new facilities.”

• Of the 10 newcomers Albert reported about, six are already pledging.

X. Secretary Clark Groome delivered Rector’s Warden Ruth Desiderio’s report.

• Ruth is in the process of appointing a nominating committee that will nominate someone for a three-year term as delegate to Diocesan Convention; propose the approval of Stephen Camp-Landis to fulfill Anibal Aponte-Boyd’s term, which ends in 2024; and propose the approval of George McNeely to fulfill Chuck Lower’s term and, as required by the bylaws, serve an additional three-year term, also ending in 2024.

• The parish-wide survey ends February 29. To analyze the results and, after open conversations with the congregation, write the profile, Ruth shared some names she is considering to serve on the committee. Likely there will be some overlap between the profile committee and the yet-to-be-determined search committee. Ruth asked that any suggestions about membership on the profile committee be sent to her.

• Ruth asked that all committees write minutes of their meetings and that those minutes be available to the Vestry. The process for doing this will be established and communicated.

• She reiterated her desire to have the Vestry meetings open to all except when they need to go into executive session. “I believe as leaders,” she said, “we should be modeling transparency and accountability for the parish. We are a strong Vestry with honest intentions to work on behalf of the whole parish. We will make mistakes and we may change our minds. But we have nothing to hide.”

XI. Louise Thompson reported that according to the Stookey Fund letter of agreement the Vestry needs to approve the membership of the Music Guild. She proposed that Jim Bondelid, Cindy
Clowery, Janice Fiore, Joyce Hyde, Lorraine Knudson, Dale Lower, Wendy Munyon, Holly Pierce, Arabella Pope, Karen Richter, and Vestry representatives Steve Pearson and Hugh Williamson serve for the remainder of 2020. Moved and seconded, Louise’s proposal was passed unanimously.

XII. Clark told the Vestry that there were some proposed amendments to the recently passed parish bylaws. The Vestry agreed that the best way to get this information to them was by an e-mail including both the amendments and the current bylaws. Those documents will be e-mailed tomorrow. Action will be taken at the March meeting.

XIII. Reflecting the views of several people, Clark also suggested that the Vestry consider modifying the Sunday morning schedule so that the possibility of more music at the 9 a.m. service and the ability of church school teachers to attend church are facilitated.

The suggestion for the new Sunday morning schedule is:

- The 8 a.m. and 9 a.m. services stay where they are.
- From 9:45 a.m. to 10:45 a.m.: Church School, the Adult Forum, and choir rehearsal.
- The current 10:30 a.m. service is moved to 11 a.m.

These potential changes should be discussed at the next Vestry meeting and, if approved, begun in September.

XIV. The next regular meeting of the Vestry will be on Monday, March 16, 2020.

XV. Following Dan Kline’s closing prayer, the meeting adjourned at 9:26 p.m.

Respectfully submitted,

Clark Groome
Secretary
### January and February 2019/2021 Attendance at St. Paul’s Church

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