

Palmer Memorial Episcopal Church Vestry Meeting Minutes December 20, 2022

Vestry present:

The Rev. Neil Willard
David Robinson, Senior Warden
Margie Dieter
Melanie Fahey
Abigail Follmar
Pam Harvey
Bet Hunter
Jim Rosenbach
Libby Spoede
Marie Wehrung
Lam Yu

Vestry absent:

Posey Saenz
Danna Kurtin, Junior Warden
David Candler
Rand Key
Andy Williams

Assisting Clergy present:

The Rev. Ryan Hawthorne

Assisting Clergy absent:

The Rev. Jack Karn

The hybrid in person and virtual meeting started at 5:32 pm and ended at 7:02 pm.

1. **Opening Prayer.** Neil opened the meeting in prayer.
2. **Community Sharing.** Neil encouraged community sharing.
3. **Dwelling in the Word.** Titus 3:4-7 was used for the exercise led by Ryan.
4. **Approval of Minutes.** The minutes from November 15, 2022 were approved without any corrections. Motion by David R, second by Abigail, and the vestry voted to approve the minutes.
5. **Vestry Councils.**
 - a. **Good News.** Lam said that the council did not meet this past month. Bet asked Lam what the vestry can do to support the council. Lam said more/new members would be helpful and Bet volunteered to help. David R added that the next vestry can keep this in mind when vestry assignments are made for the new vestry. Neil encouraged Lam and Bet to meet with Roger.
 - b. **Worship.** Jim announced that the 5pm outdoor Christmas Eve service will be moved indoors. There will also be Christmas Eve services at 7pm and 10pm. On Christmas Day and New Year's Day there will be one 10am service. Starting in Lent, the service times will change to 7:30am, 9am and 11:15am. This will allow more turnaround time between services for activities such as the youth program, guest speakers, etc.
 - c. **Outreach.** Marie reported that all of the updates are on the minutes from the council meeting earlier in December. Jack scheduled the next quarterly meeting in March and has transitioned outreach items to Marie. With Marie rotating off vestry, she will hold these items until the next vestry assignments have been made to provide a handoff. The next Serve Sunday date is tentatively February 19th.
 - d. **Communications.** Melanie said the team is finishing up Stewardship and continues to disseminate information about Christmas services.
 - e. **Building/Grounds.** Abigail reported that Gerry has been working through the permitting issues that appear to be nearly finalized. There has been a generous

donation to the restricted fund for building repairs. There will be a celebration on April 29th to fundraise for the restricted fund with a long term goal for this to be an annual event between Easter and summer. In January will be a call for volunteers and save the date. David R. reinforced this is not Stewardship or a capital campaign.

- f. **Finance.** Pam announced that we are currently at a \$24,000 deficit which is much improved. Neil and Ryan will also check in with the office staff on the process from check collection to deposit as there seems to be a longer lag time than desired.
 - g. **Stewardship.** Margie reported that there are 194 pledges for \$1,470,275 as of the end of last week. There are approximately 53 people that pledged last year and have yet to pledge this year who will receive phone calls to check that they are receiving mail and are well. There will be forthcoming metrics in the annual report on the mean and median pledge amounts. Lam suggested a box and whisker plot of the pledge distribution.
6. **Warden Reports.**
- a. **Senior Warden.** David reported that the Nominating Committee are working to fill the slate of candidates for vestry and lay delegate and continue to call potential candidates. Neil asked the vestry about resuming the Annual Meeting in person as stated in the bylaws which was supported.
 - b. **Junior Warden.** Neil reported for Danna on the Strategic Planning Process. There have been interviews by Tucker with most of the church staff. The Task Force members have also been set: Neil Willard, Ryan Hawthorne, David Robinson, Danna Kurtin, Bet Hunter, Gail Adams, Bridget Begle, Monica Gri, Jim Key and David Palma. Tucker will be at Palmer the weekend of the Annual Meeting for 3 more in person focus groups and will also meet with the Task Force. There will also be an opportunity for Zoom focus groups. To date, Tucker has met with 70 Palmers.
7. **Clergy Reports.**
- a. **The Rev. Neil Willard.** Neil gave congratulations and thanks for The Rev. Jack Karn as he and Emma move to Denver. Jack will be back to lead the Jerusalem Peacebuilders programs in the summer. Neil has reached out to the diocese to find a new deacon.
 - b. **The Rev. Ryan Hawthorne.** Ryan said that the pastoral care announcements in Advent have been going well and they will start meeting quarterly. The calendar will roll out January 8th for year through June.
8. **Old Business.** The Vestry Person of the Day schedule has been set. Bet asked if there is a central calendar. Ryan volunteered to speak with Sue about posting the calendar on the Palmer website or via a Google calendar.
9. **New Business.** None.
10. **Closing Prayer.** Ryan closed the meeting in prayer.