

Palmer Memorial Episcopal Church Vestry Meeting Minutes November 15, 2022

Vestry present:

The Rev. Neil Willard
David Robinson, Senior Warden
Danna Kurtin, Junior Warden
David Candler
Margie Dieter
Abigail Follmar
Pam Harvey
Rand Key
Jim Rosenbach
Posey Saenz
Libby Spoede
Marie Wehrung
Andy Williams
Lam Yu

Vestry absent:

Bet Hunter
Melanie Fahey

Assisting Clergy present:

The Rev. Ryan Hawthorne

Assisting Clergy absent:

The Rev. Jack Karn

The hybrid in person and virtual meeting started at 5:31 pm and ended at 6:57 pm.

1. **Opening Prayer.** Neil opened the meeting in prayer.
2. **Community Sharing.** Neil encouraged community sharing.
3. **Dwelling in the Word.** Psalm 46 was used for the exercise led by Ryan.
4. **Approval of Minutes.** The minutes from October 18, 2022 were approved with one correction changing Star of Hope to New Hope Housing. Motion by Andy, second by David C, and the vestry voted to approve the minutes.
5. **Vestry Councils.**
 - a. **Good News.** Lam had no additions to the submitted report.
 - b. **Worship.** Andy said that Rite I will start with the Advent season and Neil added that we will stay in Rite I through the Christmas season. Margie is attempting to get a hold of the St. Thomas alumnae bag pipe band for the Kirking of the Tartans. Neil said that the one 10am service will continue depending on the number of people attending the service and the need to split back into two services to accommodate the volume of parishioners. For Christmas Eve, there will be a 5pm service outdoors with a 7pm and 10pm indoor service. There will be a youth led service in December.
 - c. **Outreach.** The next meeting is scheduled for early December.
 - d. **Communications.** Danna said that Melanie circulated her report and she has been working with Stewardship and Dustin on stewardship, Advent, and formation communications. Thank you notes are going out to people that pledges.
 - e. **Building/Grounds.** David C said that the repairs for GISH are underway and they have agreed to cover 2/3 of the cost, estimated at \$10,000. The permit for the locks are being worked through with the company that installed the electronic locks on the gates.

GISH cleaned the playground equipment in addition to the Fall Festival of Work events around the campus.

f. **Finance.**

- i. Posey said the October financials are looking up with pledge revenue increasing from the summer while expenses are being kept down. The committee is working to present a balanced budget with some items worked in, such as staff raises and small capital projects. The budget will remain in draft form until the close of the Stewardship campaign.
 - ii. There is a discussion to have either a capital campaign or an event to raise funds toward a restricted fund for building maintenance and repairs being sensitive to timing with the Stewardship campaign. Posey said the finance committee will be looking for someone to lead the fundraising efforts which would likely be an event, such as an auction. David R cautioned not undermining the strategic planning efforts with Tucker. Abigail volunteered to lead a subcommittee and the following members were proposed: Kirk Waldron, David C, Ryan, Danna, David R, and Posey. The proposed name is the Palmer Building and Grounds Build It Up Committee.
- g. **Stewardship.** Margie said as of today, we are at 181 pledges (with 22 new pledges) with an average pledge of a little over \$7000 for a total of \$1,287,300. There is a goal of 250 pledges. There will be a letter going out to the approximately 40 people that pledged this year and have not yet turned in a pledge card for next year.

6. **Warden Reports**

- a. **Senior Warden.** The nominating committee will meet after Thanksgiving on November 29th.
- b. **Junior Warden.** Danna thanked the vestry for participating in the Strategic Planning Retreat in October. Tucker will be returning November 29 and 30 to meet with the staff to do a visioning exercise and there will be a task force meeting. The membership of the task force has not been finalized, but the goal is to have a diverse group of vestry, staff, new members, old members, etc. There will be an email going to the parish to sign up for the first 3 focus groups with Tucker and Neil added that there will be more focus groups in the future. Posey asked that the future focus groups have a variety of days and times to ensure wide parish participation. Danna sent a link to the vestry with the information from the vestry retreat documents from Tucker.

7. **Clergy Reports**

- a. **The Rev. Neil Willard.** Neil is going to ask Brady to consider moving the requiem to the 4pm service as a community event. The great grandson of Daphne Palmer attended the Endowment reception for those that have included Palmer in their estate planning. Neil suggested the Endowment reception next year be scheduled for after the 4pm Requiem service.
- b. **The Rev. Ryan Hawthorne.** December 4th will be a youth luncheon for them to interview elder members of Palmer. They will use these stories for the youth led service on December 11th. Every Sunday in Advent will have 2-3 pastoral care groups speak and remind people about the available support for parishioners. Dustin will create a resource with all of these groups and contact information. The Order of St. Luke will return in January.

8. **Old Business.** None.

9. **New Business.** None.

10. **Closing Prayer.** Ryan closed the meeting in prayer.