

St. Helena's Episcopal Church

Vestry Meeting Minutes

October 23, 2018

Vestry Present: Anne Rea, Linda Lee Gatell, Cindy Erickson, Jasen Hart, Mark Littlestar, Julie Vickery, Paul Johnson & John Howe

Vestry Absent: Tommy Mathews, Erin Barton, Karen Medina & Brian Topper

Clergy: The Rev. David G. Read

Staff/Treasurer: Ann Shorter/Ron Tribo

Visitors: None

Call to Order: 6:32 p.m.

Opening Prayer: Fr. David Read

Minutes: Approved by Vestry consensus.

Rector's Time

- **Stewardship:** Pledge cards mailed out Wednesday the 17th. The sermon topic Pledging, Tommy has spoken at all services. Follow-up Vestry Stewardship meeting November 13, at 6:30 p.m.
- **Staff:** Hosted a planning meeting October 23. Planned church activities through August 2019, including the Bishop's visit (May 19, 2019). Talked about church programs, new and old. Discussed resurrecting Dinner For Eight to start January 2019, will provide the small group experience St. Helena's needs.
- **One Year Anniversary for Fr. David:** Time to evaluate where the church is, both good and bad. Spring 2019 develop a Strategic Plan based on the mission of the church pertaining to staff, programs and facilities for the next 5-7 years. SHEEP is also working on developing a separate plan.
 - **Strategic Planning Committee:** Made up of 12 members
- **Attendance:** Average is 310; 9 & 11 o'clock services are maxed out.

Senior Warden

- **Vestry Nomination Process:** In Tommy's absence, Fr. David Read explained the process for nominating vestry members. Four new members will be installed this year. Vestry member nominees should: be faithful, attend regular worship, prayerful, pledge, be active, possess leadership skills, work in a group environment, represent the whole church. In nominating we should consider age, gender and service times. Slate should be completed by mid-December and nominee biographies published by January 2019. Nominations should be sent to Tommy Mathews.

Subcommittee Meetings/Reports

- **Mission (Anne Rea)**
 - Each month Anne will send to the Vestry an update on our mission committees. The Senior Fellowship is going on a tour of Toyota on November 7. Angels for Elders signed up a couple of new drivers.
- **Administration (John Howe, Julie Vickery, Ron Tribo & Ann Shorter)**
 - John continues a draft of the Finance Policy for the Admin Committee to review, and then it will be presented to the Vestry for approval. The Finance Policy and Procedure will then be reviewed annually.
 - Our budget is in good standing. Once the Wendler Hall debt is retired, we will have money freed to focus on other efforts within SHEC.

<ul style="list-style-type: none"> ○ Committee is currently working on an Endowment Organizational Plan. ○ 2016-2017 Audit completed, copies were handed out to vestry members by Ron Tribo. They are to be voted on at November Vestry Meeting. ○ Adopted Finance Reports: Motion: John Howe 2nd: Linda Lee Gatell Adopted: Unanimous ➤ Buildings and Grounds (Jasen Hart) <ul style="list-style-type: none"> ○ Currently prioritizing action items in order to be proactive and anticipate expenditures. <ul style="list-style-type: none"> ▪ Potholes in parking lot ▪ Parish Hall Soffits ▪ Parish Hall A/C replaced ○ Stairs to Wendler Hall to be replaced, in search of something more user-friendly, less steep. ○ John Howe recommended a list with amounts to be approved so action items can be completed immediately.
<p>SHEEP Update (Karen Medina)</p> <ul style="list-style-type: none"> ➤ No update in Karen's absence
<p>Action Item/Voting Review was performed</p> <p>Approved September Minutes</p> <p>Adopted Finance Report</p>
<p>Around the Table: (Info/Questions)</p> <ul style="list-style-type: none"> ➤ Mark Littlestar recommended recording the sermon and having it available to listen to online, Father David will look into it.
<p>Announcements: Next meeting is November 20, 2018</p>
<p>Closing Prayer: Fr. David Read</p>
<p>Adjourn: 7:43 p.m.</p>