



St. John's Anglican Church
Vestry Meeting
April 14, 2008
Submitted: Jody Smith, Secretary

Location & Time

The Vestry met in St. John's Conference Room on April 14, following the 7:10 pm.

Present

Jeri Lambourne (*Sr. Warden*), Scott Hill (*Treasurer*), Theresa Mason, Jill Ainsworth, Steve Bock, Bruce Kirchenheiter

Absent: Gretchen Cunningham, Jim Swartz, Jim Wirkus

Others: Jody Smith, Neal Robinson

Opening Prayer

Sharing

Minutes for March Meetings & Annual Meeting

March 10, 2008 – postponed until majority of Vestry members attending meeting approve

March 16, 2008 – postponed until majority of Vestry members attending meeting approve

Annual Meeting – reviewed and ready for the website

Welcome Packet – Jeri Lambourne

Jeri handed out materials and Vestry binders to newly elected Vestry members with a cover letter regarding the Search process.

Binder Contents including:

Welcome letter from the Senior Warden, 2008 Approved By-Laws, Members in Good Standing List, AMIA Solemn Declaration of Principles, Contemporary Version of the 39 Articles of Religion, Articles of Incorporation, IRS EIN & 501-c-3 status and DBA for St. John's Anglican Church, State of UT Sales Tax Exemption Number

Job Descriptions – Jeri Lambourne

Senior Warden, Junior Warden, Treasurer and Ministry Liaisons were handed out and members were instructed to read, consider and pray about the positions and the responsibilities required for each position

It was explained that the Ark was listed under Youth and Children Ministries instead of Outreach program because both the Ark and Outreach Ministries are very labor intensive and we did not want to overwhelm either the chair people or liaisons.

Treasurer's Report / the Ark – Scott Hill

The Treasurer's Report for March and Re-cap for the Ark's Grand Opening were handed out. Various advertising methods were discussed and the general consensus was that advertising through the Park Record was ineffective. The Vestry approved advertising in the Summer Camp section this year.

The Ark - For the benefit of new members and Neal, Scott recapped the history and purpose of the Ark, its budget. The break-even point was defined as the point where the Ark was able to meet its expenses including the full payroll including taxes. At this time the Ark is not bringing in sufficient dollars to break even and was not on track to break even in the near future.

The question "What happens if the Ark does not generate the projected income as budgeted in the Parish Operating Budget, Building Budget, and Ark's Budget?" was asked. At this time we have a few months to get it on track. If it does not start increasing income other options will need to be looked at.

Follow-up “what is the impact on potential clergy?” if it does not succeed. Scott explained the long-term and short-term financial impact. It was suggested that this information be shared with the candidates with hopes that they will have suggestions and in order to meet full disclosure requirements.

Building Finances were discussed: the money for 2008 is invested for this year; there are insufficient funds to cover our lease during 2-4th years. There is \$200,000 in escrow which can be used during the fifth year.

If the Ark makes a profit as defined by Summit County based on square footage use we may have to pay taxes on the amount above and beyond the square footage. At this time Charles projects that it's about 3/7ths of the area.

In order to reduce some of the expenses and provide adequate coverage during high ratio times, Jill, Gretchen and Jeri have all agreed to the background check and are willing to be assistants.

Zoning – St. John's received a written notice of non-compliance with Summit County sign ordinances. It was proposed that we should consider putting a cross on the North side of the building and researching other signage regulations.

Search Process

Neal and Beverly are willing to allow a new priest to reside in their condominium until December in order to help alleviate some of the strain on the budget. They expect to return sometime mid-December.

Theresa Mason was thanked by the Vestry for her contributions and assistance in getting everything set up and food organized for the clergy visits. THANK YOU THERESA.

Interviews – We have interviewed one candidate, the Reverend Jim Obermeyer. It was suggested that the host/hostesses encourage members to limit the time they spend with the candidates which will enable everybody fair time to interact with the candidate and have questions answered. Vestry members need to watch and make sure the candidates are not “pigeon-hold” or backed into the wall. We might be able to accomplish this by moving chairs around so they are more centrally located.

Schedule - April 19th – 20th the Lambourne's and Scott Hill are the hosts
April 26th – 27th we do not have hosts (Theresa may be out of town so we will also need additional volunteers to help with food.

The Vestry decided not to have a special 5th meeting to vote on candidates on May 5th. This will enable members of the congregation time to view the DVD's and MP3's of the sermon and provide input to Vestry members. A notice will be put in the bulletin following the last visit inviting members to provide their thoughts to Vestry members.

The Vestry meeting on May 12, 2008 will be closed during the discussion and election for the Rector.

Voting Process – will be closed to all but members of the Vestry.

Three options were discussed:

- a) assign a number of 1 to 3 for each candidate and tally vote
- b) write down only the first choice candidate
- c) vote for a candidate and continue to vote until a unanimous decision is reached

The approved process will be:

- a) to have an open discussion until all questions are answered
- b) Pray for insight and discernment
- c) Vote by ballot

If a consensus is not reached the Vestry will not call a candidate. All opinions are valid.

Jill will send the PowerPoint Presentation as a zip file for all candidates to all Vestry members for them to review prior to the Vestry meeting.

Final Call: the question “who will negotiate with the final candidate?” was asked. Preference was that the Senior Warden and one other member of the Vestry pursue any negotiations after the candidate has been called. The complete budget including the final package was sent to all candidates. Scott reminded members of the Vestry the bottom line was sold within limits. Any points of negotiation would be off-set by other areas within the full package.

New Business – Jeri Lambourne

May Soup Suppers – Each Wednesday night during May we would like to have a soup supper followed by discussion and kids activities. Possible presenters are Tim, Doc, Scott and others. We will advertise in the bulletin and ask for members to sign up for kids activities, soup and bread. If no one volunteers to help with the kids we will not be able to have these.

Family Camp – several members have suggested that we have another parish camping activity (“somewhere warm this time”). This is an excellent opportunity for someone, other than a Vestry member, to volunteer to coordinate the weekend, food, and activities for both children and adults. This will need to be a committee effort to succeed. A notice will be put in the bulletin asking for volunteers.

Ark Oversight Committee – a committee of dedicated volunteers is needed to provide oversight management to the Ark. Jill, Charles, Cathy have been active in the past but we need two people to step up to Chair the committee. The initial time commitment will be pretty heavy but once the policy and procedures are established it should not require more than 1 1/2 to 2 hours twice a month. This committee will be responsible for making budget decisions, evaluating rates, advertising, staff options. It would be best if the chair-person(s) are familiar with childcare regulations. Scott and Jeri have volunteered to **temporarily** chair the committee. Scott will stand up during services asking for additional members.

A motion was made and properly seconded to create a directive from St. John's Vestry to Scott Hill to establish “The Ark Oversight Board” The Board will be responsible to present to the Vestry on June 9, 2008 the areas of responsibility for which they will be responsible in overseeing the Ark.

Meeting Adjourned at 9:00 pm

Next Meeting May 12, 2008 at 7:00 pm in the conference room at St. John's