

ST. MARTIN'S EPISCOPAL CHURCH
VESTRY MEETING
October 4, 2010

PRESENT: The Rev. Jon Hall, Rich Luebcke (Sr. Warden), Sherrie Algren (Jr. Warden), Steve Gillies (Treasurer), Debbie Marx (Clerk), Jeanne King, Steve Young, Carrie Morrison, Heidi Gioia, Larry Cornelius, Bob Buehler, Mary Drastal

ABSENT: Doug Edmonson

Opening Prayer:

6:00pm

The Vestry Meeting was opened with prayer, led by Rev. Jon Hall.

Approval of August 23, 2010 Vestry Meeting Minutes:

Bob B. moved to accept the August minutes as written. Jeanne K. seconded. The meeting minutes, were approved by all.

Ministry Reports:

Stewardship

Stewardship speaker: Barbara Robinson (Diocesan Coordinator) discussed her background, and her role in the diocese regarding stewardship.

Her definition of Stewardship is "how we carry out God's work" It is not a charity, philanthropy, capital funds drive, etc.

You need to have year round stewardship education.

Start every meeting with a prayer

Don't define as a stewardship campaign-separate from stewardship (Nov & Dec pledge campaign.

Hope all are tithers-magical commitment

Willing to share stewardship stories for motivation

Wait until after pledge campaign to work on the final budget

Use all resources; use Barbara's expertise & her materials.

Outreach

Jeanne K. presented a report on the Outreach Committee. They are planning an Advent giving program. "St. Nicholas project" Looking to fundraise for the committee, nothing planned at this date. Rich L. inquired if they are working on their budget request. Discussion entailed.

Christian Formation

Heidi G. reported on the Christian Formation committee. The report is attached and is considered part of these minutes.

Larry C. reported on the guest speakers for the Adult Education hour.

Rev. Jon reported that there are 5 in the Inquirer's Class.

Rev. Naylor's Mission Trip:

Her trip has been postponed until the May 2011 trip.

Sr. Warden Report:

Rich L. shared his experience in attending the cathedral in San Francisco.

Rich L. advised that it is time to make preparations for the 2011 Budget. The Vestry liaisons for all of the committees should advise their committee heads that they need to get their budget requests in to the Steve G. (treasurer). All requests must be in by Oct. 15.

Budget billing for the electric (Ameren) has been established, and gas bills (Laclede) will be established soon.

Rich advised the Vestry that we need to be very visible on Pledge Sunday, Nov. 7. The Vestry Papers is now available online. Rich L. will advise the name of the website.

Jr. Warden Report:

Sherrie A. presented her report. The report is part of these minutes by attachment.

Rector Report:

Rev. Jon gave several pastoral updates.

We are having a lot of visitors to church. Keep your eyes open and welcome visitors.

Care & Counseling space agreement was distributed. Please give Bob B. any feedback on the document.

Believe Out Loud: Distributed first page of the Believe Out Loud website. Oasis, President Todd Eller will speak to the Vestry at the October 25 meeting. The purpose is to begin a dialogue that we may or may not have with the congregation.

Tom Warrington has requested to go to part time in the sexton position. He would like to job share with someone. Rev. Jon has a couple of names that may be good candidates to fill the position.

Rev. Jon informed that his usual days off will be every Tuesday, and Friday.

We discussed the paid holiday schedule for the full time employees. There was some confusion as to which bank holidays were given off. Rev. Jon distributed the policy from the manual. It was agreed to allow the employees to have the remaining bank holidays off, but beginning in 2011 the holiday schedule would follow those days outlined in the manual.

Executive Committee Meetings will now be held the Monday evening one week prior to the Vestry Meeting.

St. Francis Day was enjoyed by all.

The choir has a lot of members out of town.

Rev. Jon would like to add a votive/devotions area to the left of the back chapel.

Treasurer Report:

Steve G. presented the August, 2010 Financial Reports. Debbie M. moved to approve the monthly report. Mary D. seconded. Approved by all.

The Finance Committee met and recommended to publish in the bulletin the bullet points indicated on the Treasurer's monthly report, after it has been approved by the Vestry. Will continue to report the weekly information. Suggestions were discussed on various reporting information.

The Financial Review was completed and distributed for approval. Rich L. moved to approve as written. Steve Y. seconded. All approved with one abstention. Steve distributed the budget request forms to all. Steve advised that we have a \$6000 shortfall for October's bill. There was discussion. Steve will discuss with the Finance committee as to their recommendations.

Old Business:

Community Garden: They would like to do it again at St. Martin's. Beth Buehler discussed with them some of the issues we had. They include: excessive weeds, and food that was left to rot.

There is still some issue regarding the water usage, and how to estimate the charges.

Rev. Jon thanked everyone for a great Installation Service.

Transfiguration Trivia Night. There were 24 in attendance from St. Martin's.

Blood Drive: we had 24 people donate blood.

Thanks to the Vestry for the Grand Coffee Hour on Oct 3

New Business:

Stewardship Committee agenda was distributed.

Garage Sale: We received a report from Judi Batch. Steve Y. requested a monthly update on progress on the event. At the next vestry meeting we will need to decide where the proceeds will be applied.

What is the proposed date, etc? What about children's clothing, toys, and parameters regarding the building use.

Bob B. plans to have the policy out by the October 25 meeting.

Deacon's continuing education line item in the budget is needed. Larry C. moved to add a line item for the Deacon's Continuing Education for \$200 for 2010. \$100 will be transferred from the Priest Continuing Education line item to cover the recent clergy retreat. Sherri A. seconded. Approved by all.

New Year's Eve Party: Will have the hospitality committee look into the possibility.

Hospitality committee is also looking into a trivia night for St. Martin's in February. Heidi suggested that the youth will need to fundraise for the mission trip. This would be a great opportunity for them.

Calendar:

Next Vestry Meeting Oct 25

Fall Festival Oct 30

St. Martin's Sunday-Nov 14

Diocese Convention Nov 19-20

Thanksgiving Day Service- 10am Rev. Sally Weaver to celebrate

1 Advent-Nov 28, The Rev. Stephen Bergmann to celebrate

Bishop's Annual Visit- Dec 12

Rev. Jon closed the meeting in prayer.

Respectfully submitted:

Debbie Marx

Vestry Clerk

Children's/Youth Christian Formation Report

October 4, 2010

Submitted by Heidi Gioia

Christian Formation programming is back in full swing. Below are highlights:

Sunday School: Currently there are 30 students registered. Average Sunday attendance is 13, down from prior years. The students are collecting monies for art supplies & instruction in Lui. Earl Naylor began teaching a monthly music class.

Confirmation Class: There are 5 adults and 1 teen enrolled in the fall class. There will be a spring class pending interest. Confirmation will be at the Cathedral in May.

Children's Worship: We are fully staffed with a new group of volunteers who are using the same programming as in past years.

Nursery: The Nursery Guild cleaned and organized the space last month. We still have a need for additional caregivers. The recent issue with funding child care for the new ECW book club has brought up a larger question of where the money comes from to fund child care requests from the various ministries. There is need for a policy & budgeting protocol.

Youth Group: Sean Parker is organizing monthly social events for the youth, while Mike Kellogg and Ashley Gibson run monthly meetings. Events are planned through the end of the year including service projects. Janis and Heidi are attending a diocesan youth ministry conference next weekend. Heidi is researching the diocese's plans for a 2011 mission trip.

College Outreach: Stephanie Wiles is sending out care packages to college students later this month. The youth group will help bake goodies.

Special Events: A group is working with Janis to host a Fall Festival on Saturday, October 30th. The intergenerational event will include a chili cook-off, square dancing, a Halloween costume parade and games. They are recruiting other committees to assist in the execution.

2011 Budget: A preliminary CF budget is ready for Vestry review.

Upcoming Events:

Youth Group Meeting, October 17th

Youth Group to Chesterfield Sports Fusion, October 23rd

Fall Festival, October 30th

Youth Fall Coat Drive, October 31st to November 14th

Jr. Warden's RePort-October 4, 2010

Prayer Garden

Michael Wiles has completed the pergola and prayer garden with the assistance of his troop. Carole Gerretsen continues to improve grounds' would like to consider a dedication of the area when possible'

Columbarium

Circle across from columbarium is a weed nightmare. Have cleared shrubs and weeds. Will plant on Service Day and cover area with weed barrier and mulch. Continue to weed columbarium area. Have planted flower boxes with very hearty perennials, which seem to be doing well'

HVAC (\$13,000 has been donated thus far)

Grant from diocese has been approved for \$7,500. We will receive the check when our financial review has been completed and submitted, we still owe Packwood -\$27,500. would like to repay ASAP as more equipment is in need of repair/replacement.

Plan to repay: will remind congregation of progress on a monthly basis

[when no other large projects are being collected)'

AC compressor on Park Hall is not functioning and not repairable. This leaves 3-working units, which seem to be able to keep up. Will put in budget for next year [-\$2,000).

Unit that cools nursery area was repaired in Aug. Leak was sealed and recharged. Seems to be working well. AC unit that cools Fr' f on's office was repaired at the same time.

Parking Lot (WaYne PetersJ

parking lot sealing project is done. We achieved a much thicker coat than spray method. Explt to last 5-B years fas opposed to a year or 2). Labor abnatea by parishioners. Much of the supplies were also donated.

When we have completed sealing-will arrange to stripe. May consider not striping the back part of the lot. Wayne and Sean Parker are discussing paying for striping vs. doing ourselves.

Drainage

Drainage from gutters stopped up in back of church. ?Rocks from roofing? Recurrent problem with roof drain above back hallway. Passive drainage back up system was roofed over. Looking into redo which would take excessive water off roof faster. Also, suspect area around drain is leaking. Will have a flat-roof company examine and advise this week (hopefullyJ.

Exterior Lighting/Electrical

A new line will need to be run to light front of church. Hope to accomplish this fall. This will be the 3'd time for a new line to the area due to possible

original faulty construction. Patch will be done with hope to last several years.

Steve Lyle has arranged for motion detector lighting to be mounted on back of the church to protect our new HVAC equipment. The cost will be <\$100.

Plan to mount on service day.

Narthex sub committee formed

Carolann Sternberg has formed committee.

On committee: Mary K Heyde, Mary Drastal, Judi Batch.

Proposal to be submitted to building committee this week. Will put agreed improvements in next year's budget proposal.

Service Day

Multigenerational service to church and community.

October 10th. Will work approximately 1-2 hours after each service.

Projects for service day included:

Mulch flower beds, plant circle across from columbarium.

Trim bushes, weed areas that are overgrown

Clean and treat pews with Liquid Gold

Make cards for card ministry

Building maintenance check list (Lincoln Drake) will be gone over for fall.

Made blankets for Project Lynus.

Pictures and article will likely be in Seek this fall.

Move kneelers to more comfortable position.

Paint Handicapped bathroom

Mount security lights on back of church.

Repair to overhang on South-west corner

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Will repair with more substantial material this fall'

Altar reconfiguration [Steve Young, Tom Baranowski, Rich Luebcke, fean Dupont)

New altar configuration was well received by congregation. Thanks to our expert craftsmen. Rail will be added for safety on lectern.

Packwood Library

Have cleaned up the bookcases and weeded out some of the old books (with the help of our iesident librarians), Music has been moved to Earl's office [by Tom and Sam). Stephens ministers have a more accessible area for their supplies. Hope to get rid of old bookcase on service day'

Broken window in Sunday School area

Replaced with double pane, thicker glass [safety/ thermal considerations)'

Recommendations for Narthex

Nametags would be reduced in size from the current 3 yr x 4 Y+ to 2 % x 3 % without reducing type size

Free standing nametag rack would be retired and donated. Rack for nametags would be built on the wall where the Day by Day booklets and Flower Chart are currently housed .

Pews in Narthex would be placed back in the choir loft replacing folding chairs

Upholstered crying bench and matching end chairs with area rug would be located between the two pillars .

Stained glass would be centered between the walls instead of off center in front of windows

A stained glass window would be commissioned for the tall, narrow window in between the glass doors

e Large wood desk would be custom made for the wall area under the stained glass, semicircular in shape with enough desktop space to display and store all information from various ministries --- all other tables and desks in Narthex would be removed

r Digital TV display would be moved to wall by doors into Park Hall

Small convex mirror would be placed in corner for Janet to view visitors

r Cross would be commissioned by area artist to be constructed from wood, metal and other possible materials to be hung on wall as focal piece of Narthex above desk

. Red carpet would be removed and replaced with ceramic tile

r Narthex would be painted in warm taupe color to unify wood, cross, floor and walls

l Bulletin boards would be reorganized to fit display wall and Vestry bulletin board would be moved to join other boards on opposite wall

. Information floor stands would be moved into Park Hall

. St. Martin's informational placket would be placed on wall near entry and electrical box

. No one would be allowed to hang any item in the Narthex without permission from the facilities committee

STEWARDSHIP COMMITTEE

September B, 2010

ATTEI-IDEES: Janis Greenbaum, Fr. Jon Hall, Jeff Klieve, Jane Klieve, The Rev. Munell Cunningham

Long term goals of the Stewardship Committee were discussed but most of the discussion centered on conducting this year's fall stewardship campaign. The following timeline was developed:

Sunday, October 10: Murrell to announce campaign at both services

Early in week of October 11: Send out letter from Jeff and Jane

Sunday, October 17: Fr. Jon sermon on stewardship

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Sunday, October 24: Susan sermon on stewardship, Jeff and Jane cover mechanics during announcements at both services, Janis hosts adult class on stewardship

Early in week of October 25; Send out pledge cards, other material TBD

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Sunday, November 21: Second in-gathering during services {\v"4_\ L" ,,[UX\ ,

Monday, November 29: Start follow-up calls

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2.) How to cover parishioners who become members after fall campaign? Welcome packet?

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