

**The Church of the Epiphany  
Vestry Meeting Minutes  
Meeting Date: August 12, 2008**

The meeting opened at 7 PM with prayer time, followed by the vestry prayer.

**Vestry Members Attendance: Present (P), Excused (E)**

Black, Murray	P	Mentzer, Steve	P
Cummings, Ross	P	Morris, Ralph	P
Edmunds, Gin	P	Pantzer, Larry	P
Ellis, Lisa	E	Reed, David	E
Fetzer, Bill	E	Ticer, John	E
Holmes, Kevin	P	Welch, Jan	P

Also present: Father Robin, Father Luke, and Scott Reiter.

**Approval of Minutes:** Minutes of the vestry meeting of July 8, 2008, as amended, were approved by unanimous voice vote on a motion by Gin, seconded by Jan.

***Treasurer and Finance Committee Report – Scott***

See handout. We spent a total of \$107K in July, the first month of our fiscal year. Legal expenses are described on the front sheet. We will have expended all of our legal fund reserve and be at least \$6K in arrears by the end of August, in part to pay a \$10K retainer, due now. Scott suggested making special envelopes available for members to contribute to this fund. Week to week giving is ahead of this time last year. Net Current Assets are down this month, largely a reflection of restating current assets and liabilities to recognize that some funds are dedicated to specific purposes. Scott plans hereafter to hold such funds separately in reserve. The report was approved by unanimous voice vote on a motion by Ralph, seconded by Larry.

***Old and New Business Related to Finance***

- Sign relocation – Ross reported that Dave is still optimistic that we will have some resolution by the end of August. Murray suggested that Ross gather a small group to consider the size and location of a replacement sign in preparation for the possible need to remove the existing one.
- Shades for the Church – Luke reported that late afternoon/early evening sunlight (through the south and west windows) interferes with using projectors at services held at those times. Patrick investigated shades, and three potential vendors came forward with various shade materials and motors (see the last page of Scott's handout). Using screens instead of walls for projection was also tried, but didn't help. Ross et al will devise a test to be sure shades would improve the situation.
- Gifts and Memorials – Luke reported that \$2,000+ in Gifts and Memorials funds in memory of Joel Roberts are available for lighting the tower. Luke suggests putting the lighting and shade needs before the members with a request for contributions to the Gifts and Memorials fund. Ross will check into G&M funds available, compile a list of needs including lighting, shades, and sign, and put

together package to go before congregation for donations (in parallel with an appeal for donations to the Legal Fund). Gin and Jan pointed out need to pray before committing to additional spending on “ourselves,” comparing the total with money we provide for foreign missions. We agreed to pray and act on what God tells us.

### ***Planning & Vision: Follow-up on retreat***

Vestry & Staff meetings are working on clarifying responsibilities. This will also help provide clarity to those considering vestry service in the fall. Next we will look at the lines of authority necessary to make and carry out decisions at a lower level, encouraging appropriate risk-taking while maintaining accountability. We will be considering metrics to gauge our success in meeting plans. Larry suggested caution in developing and using metrics.

Murray will be sending DRAFT Position Descriptions which we should update and amend as appropriate.

Ralph discussed the value of hiring a part-time person to act as a receptionist to free up Anne and Betsy’s time. A second need is for a Children’s Ministries Coordinator, again part-time. Third, a program, communications, and administrative assistant is needed. None of these are budgeted at this time. Ralph asks that we agree in principle to these positions so that they can be explored further. Robin asked us to be in prayer about these things and seek God’s priorities. We should seek to discern what God sees as needs of this church and put them before the membership. Gin suggested we have a talent stewardship discussion with the membership to see if we can get volunteers to staff some of these positions. Jan noted how extensively most non-profits rely on volunteers. Individual meetings between staff members and Personnel Committee will start in the coming week.

### ***Reports:***

- Rector’s Report  
Luke, Robin, Mark Oliphant, and Dave & Jan Welch will be at the CANA Conference this week.
- Associate Rector’s Report (covered above)
- Chancellor’s Report (covered above)
- Wardens’ Reports  
September 20 will be Vestry Discernment Saturday. As many vestry as possible should be present.

### ***Adjourn***

The meeting adjourned at 9:05 PM by unanimous consent to Kevin’s motion and Ross’s second, and was followed by an Agape feast.

Vestry Meeting Minutes for August 12, 2008  
Prepared by Larry Pantzer  
Version: Approved