

**The Church of the Epiphany  
Vestry Meeting Minutes  
Meeting Date: June 10, 2008**

The meeting opened at 7 PM with a reading from 1<sup>st</sup> Thessalonians 4:13 followed by prayer time, and the vestry prayer.

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

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

Also present: Father Robin, and Scott Reiter.

**Reports and Old Business:**

**1. Minutes – Murray.**

The minutes of the 13 May meeting were approved unanimously as written, on a motion by Jan, seconded by Lisa.

**2. Rector Report – Robin.**

Robin thanked all for prayers, flowers and support for himself and his family during his time to attend his mother's funeral.

**3. Chancellor Report – David.**

1. Epiphany sign issue. David reported that he will be meeting with the president and executive vice president of the Franklin Farm (FF) foundation to follow up on the letter previously sent to COE from FF requesting that our sign be removed. Dave would like a vestry member to attend if possible. In previous conversations with the president of FF, Dave introduced the concept of possible compromises to the idea of moving the sign. Patrick contacted the Gable sign company, who originally supplied the COE sign, and upon inspection of their building permits it was found that the location of the sign was to be COE property, not FF property. It is not clear why the sign was placed in the wrong location. Dave hopes that a solution might be to request an easement from FF to allow us to retain the sign at its current location.
2. TEC/DOV lawsuit. Dave summarized that we have now completed the second court hearing which dealt with the constitutionality of the Division Statute. Dave also corrected his earlier statements that *amicus curiae* briefs were allowed, but no 'tweaking' of their legal arguments were permitted. It is anticipated that the time frame in order to issue a ruling would be shorter than the initial hearing. Regarding the discovery issues, if anyone has not received the request for production of documents, contact Dave. At a time to be determined, lawyers for TEC and DOV will be given access to the requested documents and permitted to copy them on site. It was noted that we are among 4 of the churches that have a 'shadow church', and one of our trustees is a member of COE 'shadow church'. Question was raised regarding what, if any letter was sent to these 'shadow' members by COE. The consensus was that we have made it clear that they were always welcome.

**4. Warden Report – Murray.**

Reminder that the CANA meeting will occur on Aug. 21-23 in Akron, OH; three from COE will attend, including clergy and lay delegates.

Murray also mentioned that the summer is the time to begin thinking about vestry elections and he asked Kevin to contact Kim Benson and Andy Plummer to start the process.

Murray also mentioned that a law school graduate from the Uganda Christian University will be visiting and needs lodging. He will be here from June 16<sup>th</sup>-27<sup>th</sup>, and will need lodging for the 15<sup>th</sup> & 16<sup>th</sup> and the 25<sup>th</sup>-28<sup>th</sup>.

#### **5. Treasurer and Finance Committee Report – Scott.**

Scott noted that the budget ending on June 30<sup>th</sup> is on target, but Giving Charts shows that giving is dropping behind by approximately 12%. Scott distributed the budget for next FY and a motion to approve as written by Bill and 2<sup>nd</sup> by Steve with unanimous approval. Based upon pledges and projected giving, the finance committee estimates that \$107,878 of the budget will be unfunded, but felt that this discrepancy was manageable and recommended the proposed budget.

Murray wished to formally thank Scott, Tom, Janice and Lisa for their contributions to the preparation of the budget.

#### ***Old Business:***

##### **Ray Blunt Visitation and Recommendations- Robin.**

Ray Blunt had visited with the staff, and Ralph Morris (representing personnel committee) and determined what could work better at the church. All have been reading the book "Good to Great". Ray will return at a later date as a follow-up. One of his suggestions was a 'decentralization' of the decision making process by permitting Robin to delegate authority to reduce the bottleneck of the decision making process. An additional benefit being the growth of all of the staff.

#### ***New Business:***

##### **Building and Grounds-Ross:**

Ross and Patrick were visited by Rose Barrie, an engineer with Fairfax County. She said that the County (at no expense to COE) would like to re-landscape our existing drainage ditch to make it more eco-friendly and to reduce run-off. This is not mandatory and it was decided that this decision was best deferred at least until the litigation process is finalized. Ross will respond to Ms. Marie with the Vestry's decision.

##### **Worship-Ross:**

There has been a considerable amount of work that has taken place to initiate a 3<sup>rd</sup> service that would occur once each month on Sunday evening. This would be for younger people and young families. It would be held in the Great Hall, and be a short (~45 min) service, with minimal liturgy, but quality teaching and contemporary music. Ross has a 'praise band' put together. What is lacking is a plan for the teaching component, which is proposed to be by Lay people with supervision by Robin. The start date was targeted for early July, but probably will be August. John asked for approximately 3 weeks lead time for fellowship components.

Next step is to meet with Robbie, Robin, Jimmy and Lauren Duffy.

Robin commented that the church really needs to make an attempt to reach the after high school age groups, and young singles.

##### **Update on Charters for each Commission, Mission, and Ministry & Vestry Resource Workbook-Murray & Lisa.**

Murray commented that we are behind in creating updated materials for ministries and commissions for the purpose of facilitating transfer to new ministry heads and Vestry members. An example of one that is completed was the Stewardship Campaign, prepared by Fred Apelquist. Lisa explained that rather than creating a 'annual report' type of document, it would be

more beneficial to prepare a workbook that contains not only specifics for the operation of the ministry/commission, but also statements of the head's personal vision, point of contacts, job description, etc. Lisa will disseminate an outline of the workbook, but it was decided that the Vestry should begin to examine their ministries/commissions and decide on one to document in this format.

***Planning & Vision:***

- Spiritual gifts and their use in ministry
- Deferred to next vestry meeting.

**Adjourn**

The meeting adjourned at 9:10 PM by unanimous consent to Jan's motion and Ross' second, and was followed by an Agape feast.

Vestry Meeting Minutes for June 10, 2008  
Prepared by Kevin Holmes (in Larry Pantzer's absence)  
Version: Approved