

**Vestry Minutes  
Christ Episcopal Church  
Montpelier, Vermont  
June 18, 2018**

**Members present:** Bruce Story, Senior Warden, Chair; David Blythe, Shawn Bryan, Josh Fitzhugh, Sarah Hofmann, Diane Holland, and Ted Long, Junior Warden

**Others attending:** Rev. Paul Habersang, Priest-in-Partnership; John Jaworski, Treasurer; Virginia Catone, Vestry Secretary; Helen Bryan, Chair, Capital Campaign Committee; Sharon Winn, Capital Campaign Manager, and Chris Jeffrey, stained glass craftsman

Bruce called the meeting to order at 6:30 p.m. in the sanctuary. Rev. Paul then read the prayer of St. Bonaventure to the Holy Spirit.

1. **Consent agenda:** On a motion by Diane, seconded by Shawn, the Vestry approved the monthly consent agenda, consisting of the May 21 Minutes, the Priest-in-Partnership report for May-June, and the May financial statement.

2. **“Hearts on Fire” stained glass window update:** Local stained glass artist Chris Jeffrey was present by invitation to present his vision for a stained glass window at the rear of the sanctuary which the group discussed at the prior meeting. He brought with him a precisely scaled-down version of the main portion of window he would create reflecting artist-parishioner Mike Ridge’s “Hearts on Fire” 150<sup>th</sup> anniversary design, with some additions most notable of which would be an evening sky backdrop. Paul noted that Mike has given free rein to modify the design as the Vestry sees fit. He also showed a photographic panel and painting which he had crafted for the lower portion of the window, which would be reflective of the nearby Worcester Range. The overall effect is meant to depict the dove descending to earth, thereby linking the Holy Spirit descending from the sky to a familiar earthly scene and its inhabitants.

Chris’s detailed presentation was interspersed with questions, comments and ideas for modifying the design by numerous Vestry members. The overall reaction to his design was very favorable. Among the suggestions for modifications in the proposed panels were: eliminate the rectangular brown sled-like area behind the descending dove; remove the arc along the left side of the sky; tone down the orange color behind the mountains in the lower panel to resemble more closely the orange in Chris’s photographic renderings; and strengthen the transition between the dove main panel and the Vermont scene in the lower one.

Chris indicated that from the time he receives the go-ahead on the design to reflect the members’ suggestions, it will take about two months to produce the window. He would need to take out the current window in order to have a perfect outline for the new one. He also said this project would be his priority. The maximum cost he

estimated at \$10,000. That figure does not include installing the new window, but both he and Shawn thought it would not be significant.

Finally, Chris indicated that he would craft for no additional charge two or three medallions from the stained glass pieces found in the attic, a matter which was discussed at the Vestry's May meeting.

After Chris's departure at 7:15 p.m., Bruce said he is comfortable with commissioning Chris to undertake this project. Given that the latter has an opportunity to do so in the near future and the Vestry has demonstrated its support, Bruce pointed out the importance of focusing on how to move forward. Sarah thereupon proposed formal action to accomplish that including financing considerations, but David then offered a substitute motion to essentially approve Chris's design proposal, with modifications cited above; that artist Mike Ridge be consulted about the design changes; and that the Chair appoint a subcommittee to refine the final design. That motion essentially was agreed to, although without a formal vote.

Helen as chair of the Capital Campaign Committee expressed her desire to stay involved because of the possibility that the window might be completed in time for the Homecoming event planned for September. Bruce acceded to suggestions that the subcommittee be composed of Diane, Helen, and Joan Murray. He intended to join the group to assist with the financial aspects.

**3. Capital Campaign Committee update:** Sharon reported that the campaign goal has been set at \$700,000 over a three-year period. To date, approximately \$375,000 has been pledged, with a few of the potential top donors yet to be visited to ascertain their willingness to donate. Vestry members have had an opportunity to undergo training and then to serve as visitors to make the "ask" to one another and/or to a select number of expected top donors to the campaign. Attention now turns to the remainder of the Christ Church family. First priority will be to invite those current Vestry members who have not undergone training as well as former members of this leadership group to be trained as "visitors." The expectation is that they commit to their personal pledges to the campaign and then make visits to four or five members of the parish to ask them to pledge.

Helen talked about the advantage of the process in involving more people in the campaign. Bruce added that all those who undergo training to become visitors will receive a list of people to be asked and a dollar figure they should ask of each individual or family they visit.

Sharon said that \$115,000 is the goal for the remaining fund raising among the congregation, with \$40,000 the objective for others who have a relationship with Christ Church.

**4. Housing Committee update:** Shawn referred to his June 18 memorandum to the Vestry regarding the status of continuing negotiations aimed at reconciling differences between Christ Church and the Capital Plaza (CPC) over the latter's proposed parking garage behind the church and parish hall. After highlighting salient aspects of that memo, he recommended during the upcoming fall going out to bid for proposals on the church restoration work, to commence next spring. Because Christ Church received some State funding, it is necessary to solicit three bids on each project.

There was consensus that Bruce as Senior Warden periodically announce to the congregation that any public communications they might wish to make on the subject of CPC's plans for a hotel and parking structure should be as individuals, not as spokespersons on behalf of Christ Church.

**5. Finance Committee update:** Helen as a member of this committee reminded the members of the importance of making clear to the congregation that if they contribute to the capital campaign via checks, they should so designate on their checks.

She also advised that it is necessary to set up a separate checking account for the capital campaign, with two individuals having check signing authorization. Sarah Hofmann moved that the Vestry authorize establishment of a separate checking account for the capital campaign. The account will be established at People's United Bank. Diane Holland seconded the motion and it passed.

Helen brought up several other matters, including the fact that during his recent visit to Christ Church, Bishop Ely reminded the campaign leaders that the church can borrow from the Diocese against pledges.

Additionally, Helen observed that the campaign is generating substantial extra work and that it is essential to avoid placing that burden on the Treasurer and the Recording Treasurer.

To that end, the recommendation is to hire an outside agency to manage the campaign books.

Funding for the stained glass window will not be encompassed in such action. David highly recommended Abacus Bookkeeping and Tax Services, located in Montpelier. Ted urged ensuring that the firm selected is bonded and insured.

The Vestry decided to refer this subject to the Finance Committee. Bruce said that that any required action by the Vestry can be handled via email.

**6. Fellowship group:** Bruce advised that he has received from Steve Dale an evaluation of the fellowship group initiative recently completed after a three-month initial trial. Approximately fifty members of the congregation participated in six groups that each met monthly over a three-month period. The response having been generally enthusiastic, the recommendation is to recruit leaders and participants for

newly formed groups, with a reshuffling of the composition of the groups. Bruce plans to ask Steve in August to talk to the congregation about this subject.

Although action by the Vestry is unnecessary, the general sense of the members' comments was supportive.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted:

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Virginia Catone  
Secretary of the Vestry