

**Vestry Minutes
Christ Episcopal Church
Montpelier, Vermont
October 15, 2018**

Members present: Bruce Story, Senior Warden, Chair; Shawn Bryan, Josh Fitzhugh (by telephone), Sarah Hofmann, Ted Long, Junior Warden; Joan Murray and Liz Slayton

Others present: The Rev. Paul Habersang, Priest-in-Partnership; John Jaworski, Treasurer; Virginia Catone, Vestry Secretary; Helen Bryan, Chair, Capital Campaign Committee; and Sharon Winn, Capital Campaign Manager

Bruce called the meeting to order at 6:30 p.m. in the sanctuary. Paul then read the prayer with which he had opened his sermon at the prior day's worship services.

1. **Consent agenda:** Shawn moved approval of the October consent agenda, which consisted of the minutes of the September 17 meeting, the Priest-in-Partnership report for September-October, and the financial statement for September. Sarah seconded the motion, which carried.

2. **Capital campaign update:** Sharon Winn informed the Vestry that the campaign is well into the community phase and she described parishioner Betsy Bishop's contributions to this effort.

Over all, \$588,000 has been pledged intra-parish to the campaign, and Sharon was confident that the \$600,000 goal for that phase will be achieved. The plan is to send out a press release when that occurs. Sharon also intends to develop a visual gauge to reflect progress toward the total campaign goal.

There was a suggestion to make an announcement at Sunday worship services regarding the amount needed to reach the target figure for the parish and to encourage contributions from those who may not have participated in the campaign.

3. **Hearts on Fire window update:** Helen advised that she, Bruce and Paul had met with Chris Jeffrey to view his half-size model of the stained glass window and she described a relatively minor adjustment he had made in his original design.

4. **Housing update:** Shawn reported that the city's Design Review Committee and Development Review Board were meeting this evening and considering three revisions, which he described, pertaining to the permits for the proposed new hotel and parking garage behind the Capitol Plaza and Christ Church. A final decision on the design probably will be made on November 5. Bruce then talked about some potential positives that might emerge from adjustments in the original plans.

5. **Finance Committee update:** Josh observed that the committee has begun work on the 2019 budget, following the customary annual process. For planning purposes at least, the committee is contemplating a 2% raise for staff, ideally to increase to 3%

if feasible. He also said that work continues on transitioning church financial records to the QuickBooks accounting system and that the committee hopes to find a way of reflecting in the financial statements the status of the capital campaign.

6. Junior Warden responsibilities: The principal focus of deliberations was the Junior Warden position, which will soon become vacant when Ted's three-year term expires. In reply to the Chair's inquiries, Ted explained in some detail the kinds of routine repairs he makes as well as some of his major concerns; for example, the windows in the Taplin Auditorium, which he remarked should have been replaced 20 years ago both for energy efficiency and esthetics reasons. Although planning and fund raising for restoration and preservation work on the sanctuary is well under way, Ted was concerned about the deteriorating condition of the parish house, for which heating is likely the major cost; and about where the funds to upgrade and maintain that building will come from. He observed that the Vestry must consider the possibility that the hoped-for housing project on the site will not materialize.

Liz wondered if sharing of the Junior Warden position might be helpful, and Bruce described the committee model in Presbyterian churches to which he has belonged. Josh endorsed the idea of a buildings and grounds committee to work with the new Junior Warden, so that he or she would from the outset have a small group of knowledgeable parishioners in various areas with whom to consult. He thought that this approach might be helpful in recruiting a new Junior Warden. Liz suggested that the budget formulation process might provide an opportunity to consider a reasonable sum for maintenance of the building in 2019. Paul pointed out that the budgets generally include a small amount for maintenance, and he thought the inception of a grounds and buildings committee to work with the Junior Warden might be helpful to developing a recommendation for that purpose.

The discussion came to a close with the Vestry's agreement that a buildings and grounds committee should be formed to work with the Junior Warden, composed of several members of the congregation with knowledge or experience in the pertinent areas.

7. Intra-parish communication: Joan observed that some members seem uncertain about the relationship between the congregation and the Vestry, and she thought there should be a way of enhancing communication such as a suggestion box and making clear to the congregation that their ideas will be considered. Brief discussion came to a close with the chair's assertion that a means to accomplish Joan's goal will be found.

The meeting was adjourned at 7:30 p.m. for the fourth month in a row.

Respectfully submitted:

Virginia Catone

Secretary of the Vestry