

Palmer Memorial Episcopal Church
Vestry Meeting Minutes
October 16th, 2018

Vestry Present:

Kristie Van Arsdel
Victor Lamas
Ruth Davies
Al Hergenroeder
Jim Key, Sr. Warden
Jim Mercurio
Priscilla Plumb
Jennifer Macia
Steven Vaughan
Rita Justice
Burdette Keeland

Absent:

Allison Marek
Barbara Hass
Linda Sylvan
Susannah Webb

Guests:

None

Clergy Present:

The Rev. Neil Willard, Rector

The meeting was called to order at 5:32 PM.

Opening Prayer – Father Willard opened the meeting with a prayer.

Prayers and Thanksgiving – Rita Justice shared that she attended the EHF sponsored event called Convening Community Leaders and enjoyed it thoroughly. Steven Vaughan asked for prayers for a smooth process during the purchase of his office building. Jim Mercurio offered thanksgivings for the recent marriage of his oldest daughter.

Approval of Minutes – The September minutes were approved with one correction (the date of the Kirking of the Tartans should be December 9th). Motion by Burdette Keeland, seconded by Kristi van Arsdel.

Financial Report – Jim Mercurio reviewed the most recent church financials. The Church has received the 2nd installation of money from the Endowment of 75K. As well, Archway Academy's annual pledge of 30K has been received. Pledges were a bit slow to arrive for September. Expenses YTD are ~ 40K below budget.

Jim then reviewed the initial draft of the 2019 budget. The Finance Committee has set a revenue goal of \$2,304,800 for 2019. Expenses on the budget are currently \$2,494,594. ~300K of that is in the building line item of the budget which includes all possible and desired projects for the updating aspects of Palmer facilities. This number will be tweaked downwards as incoming pledges are evaluated. The overall increase in the budget is anticipated to be ~ 10%. The portion that is not related to the building improvements is really only a 4% increase over 2018.

Reports and Update

Communication – Priscilla Plumb reviewed the Communications Council report. The group met last week and is please with the current Palmer Stories and series on Palmer Place apartments. As well, the council is working on making the process easier to push info to PR outlets like the Village News.

Evangelism – Roger and team are doing well. The Welcome Table is fully stocked and ready to greet people on Sunday so they can know what's going on at Palmer. There are plans to make the table more visible on Sundays. Great Wednesdays continue to be interesting and well attended.

Outreach – The Outreach Council hasn't met recently. No new information is available and Liz Parker was not present.

Stewardship – Linda Sylvan was absent but Ruth Davies reported in her absence. The new stewardship brochure has been received favorably and it seems that people are pleased with its transparency as well as being able to more fully

appreciate how their pledges are being spent. Covenant Sunday will be October 28th. Linda and Ruth need volunteers from the Vestry to be available to help as tasks come up and to be present in case parishioners have any questions.

Worship – Victor Lamas related that Evensong on October 14th was reasonably well attended. Upcoming worship activities include the Axiom string quartet performance (Oct. 27th), Covenant Sunday (Oct. 28th), Serve Sunday (Dec. 2nd), Kirking of the Tartans (Dec. 9th). Acolyte and lector trainings have been taking place in October.

Junior Warden's Report – Burdette Keeland reported that the AC system at the Rectory will be replaced sometime in October and he is coordinating with the Willards as to the timing of the project. Recent rains at Palmer have resulted in several roof leaks that are planned for repair. Continued inclement weather has delayed the completion of the leak repairs. A list of building projects at the church has been compiled and will be included in the 2019 budget as pledges allow.

Senior Warden's report – Jim Key reported that annual personnel evaluations will be taking place soon, beginning with Father Willard. The evaluations will be conducted by a small committee of parishioners led by Jim Key. Stewardship season is in full swing. Vestry members need to be well informed. The building expenses consist of the main increase in the budget. Nominations for Vestry and Lay Delegates will be needed soon. The nominating committee will consist of the third year vestry members as well as one member from the first and second year vestry groups. Kristi van Arsdel and Jim Key offered to see who would serve from their respective vestry class.

Clergy Reports –

Neil Willard, Rector, reported that he desires to have the testimonials continue after Stewardship. The plan will be to incorporate them into the announcements on the first Sunday of each month. He also reported that the Better Angels Workshop went well in spite of the last minute announcement. He is exploring other opportunities to partner with this organization at Palmer.

Liz Parker, Associate, was not present.

David Wantland, Curate, was not present.

Unfinished Business – Jim Mercurio relayed a request from the Finance Committee to obtain a facilities usage plan as well as additional data on average Sunday attendance and Sunday school attendance counts for youth and children. He also related a concern from a parishioner about the location and position of the piano in the Nave. Jim Key and Brady have already spoken about purchasing a protective cover for the piano to make sure it is safe.

New Business: Rita Justice asked the Vestry if it might be possible to do open up a trip to Alabama similar to the one that Father Willard took with nearby clergy.

The meeting was adjourned at 6:21 PM.

Respectfully submitted,

Steven Vaughan, Clerk