

**Hickory Neck Episcopal Church**  
**Vestry Minutes**  
**March 11, 2008**

**Present:** The Very Reverend Michael Delk (Rector); The Reverend Ann Dieterle (Associate Rector); Bill Teale (Senior Warden/Personnel); Lauris Zeni (Junior Warden); Fred Boelt (Treasurer); Melissa Casheros (Stewardship); Gay Forloine (Pastoral Care); Lynn Geddy (Parish Life); Gary Harvey (Outreach); Chuck Jundt (Outreach); Ed Joyner (Newcomers); Don Seeterlin (Buildings & Grounds); Paula Simmons (Christian Formation); and Betty Somloi (Newcomers).

**Absent:** Eve Butler-Gee, Vestry Member and Registrar

**Also Present:** Bob Pringle, Parishioner (during Parishioner Comments discussion)

**I. Vestry Check In:** Vestry members shared personal news since the last meeting in February, 2008.

**II. Opening Prayer and Meditation:** Betty Somloi led an African Bible Study led. Fr. Michael Delk will lead the meditation at the April meeting.

**III. Approval of Vestry Minutes:** Fred Boelt offered three corrections to the minutes. On motion of Bill Teale and seconded by Gay Forloine, the minutes of the meeting of February, 2008 were approved, as amended.

**IV. Parishioner's Comments and Initiatives:** Bob Pringle presented the Parish Emergency Response Proposal. There was some time taken to determine how we offer ourselves up to the broader community by working with first responders.

There are three primary scenarios:

1. Summer storm - evacuation of large parts of the community up the I-64 corridor.
2. Winter storm - probably what we have to fear most.
3. Terrorist incident - we're sitting in the vicinity of a number of big terrorist targets.

The model presented was not the model of a telephone tree, but rather a warden's model used by embassies overseas. The model divides the area geographically, with wardens that are in touch with the people of each area and the overall body. In the case of this particular area, there are many who live in rural areas. In the ice storm of 1999 and the hurricane of 2002, a lot of rural people were cut off from food, and other vital services.. Each coordinator will be in touch with the first responders. Hickory Neck Church is in the logical place to help. The church is in the highest place in the community and a meeting place of York, James City, Williamsburg and New Kent County. Although nothing can totally prepare us, this model will give us a place to begin to start working in this kind of situation.

To implement this model a series of wardens (named something else to avoid confusion) will need to be appointed, a census of the community undertaken and a process of recruitment and preparation undertaken. The emergency coordinator will work together with staff to make sure the wardens are contacted and that the first responders are in contact. Bob Pringle will be the initial coordinator of this ministry.

The Vestry thanked Bob for his time and efforts. (see Vestry action on this proposal under item XI in New Business).

A discussion initiated by Gay Forloine regarding a comment by Barbara Husted centered around recognition of graduating seniors and correspondence with them while they are away at college. There are three graduating seniors this year, Bryce, Alex and Angela. It was suggested that copies of the Nuggets could be sent to them at college, and Melissa Casheros suggested implementing a College Sunday where acolytes could serve when back on break.

Lauris Zeni advised last week at Michael Daise's class, he used some slides on computer assisted by Linda Becker's LCD projector. Apparently Linda brings her projector every time there is a need. Linda suggested that we purchase one for the church. Gay Forloine advised that sometimes libraries let you check those out. Fr. Michael asked someone to look into that.

Melissa Casheros indicated that she had received an email from a newcomer inquiring about games night. Pastor Ann replied that games night had been discontinued due to light participation. (See the Associate Rector's report for future community-building plans). Chuck Jundt reported that he had had some inquiry about a parish retreat this year. Fr. Michael indicated that we could look into it as a possibility this fall. Melissa Casheros indicated that sometimes those things have to start small and then they grow through word of mouth. Melissa also suggested that more families might attend if there is a balance of fellowship and spiritual growth activities, and that others could get involved in the planning.

**V. Treasurer's Report:** Fred Boelt, Treasurer, reported that he added a new item line to the budget for search expenses. For March, most search expenses are in, so we had an inexpensive search. Pledge income for February was \$2,400 below budget. We were about \$2,800 above for the first two months of 2008. \$5,000 was taken from preservation to return to the Davenport fund, so we only owe \$10,000 on that. We have enough to carry us through September at this point on the mortgage.

On motion of Lauris Zeni and seconded by Paula Simmons, the Treasurer's report was approved.

**VI. Junior Warden's Report:** Lauris Zeni reported that after each workshop at Vestry days with the Bishop, HNC participants came away with good ideas. Betty Somloi came away from the Newcomer's Workshop pleased with HNC's newcomer

program. She would like HNC to adopt the “4 minute Rule”, mentioned in the workshop. This would involve investing the first 3 to 4 minutes of coffee hour in conversation with people that you do not know (Vestry and all greeters, even if you are not “on duty” that morning). Betty has already e-mailed this information to the greeters. Gay Forloine added that we could offer to get them a button!

Lauris Zeni said she kept noticing a bare spot on the kiosk under ‘new members’. She is working with Bill Teale and Hope Brans are working to get photos printed and will try to get them up there by the next Sunday (Easter). Betty and Hope have helped to identify new people who are already getting integrated into the congregation, so that Lauris has a list of those whom she is going to ask to become members. Lauris shared the list with Vestry to add or subtract as needed and will email the list to Fr. Michael as well.

**VII. Senior Warden’s Report:** Bill Teale announced that the time and talent form process and turning in reports is moving, all be it slowly.

Bill advised we must change our by-laws to stipulate term limits for the registrar and treasurer, as well as to accommodate the new planned giving resolution, which presently conflicts with the by-laws. The procedure to change the by-laws is as follows: 1) need to see proposed changes, 2) vote on them and accept them at Vestry, 3) Ratify at parish meeting with a quorum. A special parish meeting will be considered for May. Bill passed out proposed changes to the by-laws.

On motion of Don Seeterlin and seconded Melissa Casheros, the Vestry approved the first series of By-Law changes as follows:

*Place holder to insert proposed changes to by-laws*

Plans to meet with planned giving committee between now and April 1<sup>st</sup> will include the review of by-law changes and minor changes to the planned giving resolution. Bill said if they get through that successfully, he will e-mail the recommended by-law changes and resolution changes to the Vestry for review. Then we can vote on those two things at the April meeting.

Bill also advised that we then will appoint an endowment board made up of 5 people to a 1, 2 or 3 year terms.

Bill is working on the editing and re-issuing of the HNC Hymnal. Fr. Michael and Nancy Aschiero are working on this process, with input from Ed Godshall. All existing HNC hymnals will be replaced with 120 new copies.

Lastly, Bill reported that sound training had been done as part of the recent usher training.

**VIII. Associate Rector’s Report:** The Reverend Ann Dieterle submitted the

following report:

### **“Calendar Items**

*February 13, 2008 – Lenten Soup and Suppers Begin*

*February 14 – 19, 2008 – Dieterle AWAY*

*February 20, 2008 - Healing Eucharist, 12 noon, Historic Chapel*

*February 28, 2008 - Pastoral Care Team Leaders Meeting*

*February 29, 2008 - Movie Night, 6 – 9ish*

*March 5, 2008 - Healing Eucharist, 12 noon, Historic Chapel*

*March 11, 2008 - Clergy Renewal of Vows, Church of the Ascension, Norfolk*

*March 12, 2008 – Final Lenten Soup and Supper for 2008*

### **Christian Formation**

*I have discussed continuing Centering Prayer Group past Lent with the group that has met steadily these past 4 weeks. It seems likely that we will find a way to do that. In a similar vein, roughly the same group attended movie night in January and February, and I have encouraged them to continue to do so, if they'd like, as there is little to no preparatory work involved outside of the communication factor. The television set (which is the only one that 'accepts' a DVD player) has acted up both times, although it has worked eventually. I appear to be the only one that has problems with it.*

*The Most Rev. A. Bruce Cameron, retired primus from the Scottish Episcopal Church has confirmed that he will join us on Tuesday, Apr. 22<sup>nd</sup> (Earth Day) at 7 p.m. for a session on the theology of Creation. The presentation will last 30 – 40 minutes and there will be time for questions afterward. He indicated that he will not need any additional equipment, but I will appoint a contact person who will get all of the details ready for his session.*

### **Youth**

*The youth are still short of the \$2500 they were trying to raise for Mother Lauren, but their efforts are continuing. I met with Pam Maddox-Jefferson and Maria Kane this afternoon (Tuesday the 11<sup>th</sup>) to talk about transition issues (I will include pertinent information orally).*

### **Pastoral Care**

*Pastoral care team leaders met on February 28<sup>th</sup>. We identified areas of work for the next 12 months, including, but not limited to:*

- *developing a Resource Manual/Library which includes essential services and how to access them (especially geared toward aging)*
- *continuing with the Ministering to Ministers retreats, with a slight change in format to allow the individual teams to meet separately*
- *working with newcomers committee to make sure newcomers receive a contact list, in case they should need to know things like- who to call if you need meals”*

**IX. Rector's Report:** The Very Reverend Michael Delk submitted the following report:

*“Average Sunday attendance in February 2008 – 216  
Average Sunday attendance in February 2007 – 208*

*Reactivated Members, since last Vestry meeting:*

*George & Ethel Margroun*

*Transfers Out of the Parish, since last Vestry meeting:*

*David, Chris, and Jacqueline Benham (to Crosswalk CC)*

*Burials, since last Vestry meeting:*

*Nathan Pierce “Bud” Walker – 17 February*

*NO New Members by Letter of Transfer, Baptisms, or Marriages, since last Vestry meeting:*

*Calendar Events, since last Vestry meeting:*

- *2/13 ... Mid Week Lenten Program Starts, 6p*
- *2/15 – 2/18 ... Dieterle AWAY – Chicago*
- *2/17 ... Newcomer Social @ HNC, 4p*
- *2/19 ... “Judaism in the Time of Jesus” Starts, 7p*
- *2/20 ... Lenten Healing Eucharist, 12n*
- *2/21 – 2/24 ... Men’s Cursillo at Chanco*
- *2/21 – 2/22 ... Delk AWAY – VTS, Alexandria*
- *2/23 ... Bishop’s Day with Clergy & Vestry, Emmanuel, VA Beach*
- *2/25 ... Day Care/Pre-School Feasibility Team Inaugural Mtg., 7pm*
- *3/3 ... Phase II Exploratory Team Inaugural Mtg., 7pm*
- *3/5 ... Lenten Healing Eucharist, 12n*
- *3/7 – 3/8 ... Nominating Committee for Bishop Overnight*

*Upcoming Calendar Events:*

- *3/16 ... Palm/Passion Sunday*
- *3/18 ... Day Care/Pre-School Feasibility Team, 7p*
- *3/20 ... Maundy Thursday, 7p*
- *3/21 ... Good Friday, 12n, 6p, 7p*
- *3/22 ... Great Vigil of Easter, 7p*
- *3/23 ... Easter Day*
- *3/25 ... Stewardship Team meeting, 7p*

- 3/29 ... *Nicholas/Perseo Wedding, 3:30p*
- 3/30 ... *Ann's Farewell Reception*
- 3/31 ... *Newcomer Social, 7p*

Fr. Michael reported that Bob Gay is trying to register for CPE this summer. Bob will, for all intents and purposes, be gone by June. Bob has been a significant leader in the parish in pastoral care and in outreach and his presence in our midst will be much missed.

Fr. Michael reported that the Search Committee to select the nominees for Bishop have reduced its pool of applicants to 13. Fr. Michael will be travelling in April making site visits, interviewing candidates and their spouses and their 5 references. Fr. Michael will also be away on April 4 & 5, 11-13 (VA Seminary Junior Class Retreat), 15 & 16, 23, 24, 25 & 26.

The Bishop's search process is proving very rewarding. The pool of candidates will be reduced again from 13 to 5 candidates for the final slate.

Newcomer's social on the 31<sup>st</sup> has been cancelled. Not enough prospective new members to move forward.

**X. Team Ministry Reports:** Reports were received from the following ministries:

**A. Building and Grounds Report:** Submitted by Don Seeterlin:

*"As a duck paddling in a pond appears quiet and calm, all the while its feet are moving steadily about and propelling it in the direction that it needs to go, so too go our HNC Buildings and Ground volunteers. While all may appear to be in the calm of winter rest, many projects are underway, some have been completed, and numerous jobs are in the planning stages.*

*Our heat in the new chapel continues to work and offer us a warm and secure place in which to gather together and worship, thanks in no small part to Virginia Natural Gas's repeated trips to help find the source of fumes which if left unattended could really have had a bang up effect on our beloved church home. The reason for the fumes was finally determined to be a multiple set of valves in our supply line which was restricting the flow to the point of causing suction and grit was being introduced on our emergency overflow valve. This caused the sensitive valve to stick in the open position, and do its job of letting undue pressure out before encountering our heating units.*

*The fire alarm system in the new chapel has been reset numerous times due to faults in electric and/or phone service, but we believe we are finally getting an understanding of its workings and what to do to reset it on site. This could save us some much needed revenue and restore it to a guardian service in a much shorter period of time. We experienced a "brown out" of electrical service recently; a leg of our three phase*

*service was dropped, causing problems with our main light control panel which works with three phase service. The good news is we learned the emergency light system works as designed and because of the necessity of resetting some parking lot lights, we had the opportunity to learn a little more of the workings of this complex transfer switch. Bert Geddy has installed the A.E.D.'s in the new chapel and the parish house, and has held at least one training session on their use. Let's hope we never have to put them to the test.*

*We now have a beautiful display case mounted on the wall of the narthex in the new chapel which houses our thoroughly researched historical record for all three buildings. Ollie Kendrick put in untold hours on the book's preparation, and used the patience of a saint while awaiting the display case. As an additional blessing, he also arranged for the original painting of our historic chapel to be paced on the wall above the display case. We recently received our long awaited organ humidifier, and after some testing as to spray direction and optimal location of the unit, we will proceed with the permanent installation. So stay tuned if you want to play with us on this project.*

*Our Historic Chapel renovations have been completed, and worship both corporate and individual has once again taken its familiar and loved role in this small, sturdy bastion of Christianity. This was a project which required the combined efforts of many of our family of parishioners, as well as collaboration of skilled trades from our surrounding community.*

*If you missed the burning of the trees on Epiphany, you missed the inaugural fire in our new fire ring, which is located directly behind the new chapel, and is available for any HOT times which the parish may devise. This was installed entirely by Mark Kintner, well mostly by him because I understand Judy had big a hand in it, too.*

*The flower beds and grounds will once again be receiving the love and attention of many of our parish family, stayed tuned for updates on upcoming parish work days. I have already received much interest in trying new and different plant material, while still maintaining the overall theme of our parish plant. These and many more projects have been accomplished all or in part by members of our Hickory Neck Family.*

*It is an honor to be involved in this portion of our ministry."*

Don indicated when questioned by Chuck Jundt that the thermostat in the new chapel was automated. Gary Harvey asked about the leak. Don advised it is located before the meter so we haven't been charged for it and the final valve was in place. Paula Simmons asked about the light fixtures left over from the construction that are currently being stored in the old nursery. Fr. Michael indicated that we needed to talk to Randy Tanner about them. He's going to see which ones are going to be useful for us in the future, and we will need to find a new location to store any that aren't being used.

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## **XI. New Business**

### **A. Parish Emergency Response Proposal**

Fr. Michael asked if everyone was clear on what is being proposed. No further discussion was necessary. Bob Pringle was appointed to implement the provisions of the proposal.. On motion of Betty Somloi and seconded by Chuck Jundt, the Vestry approved the proposed Emergency Response Plan.

### **B. Passage of 2 by-laws relating to registrar and treasurer.**

The Vestry unanimously approved the proposed changes to the Hickory Neck Church By-Law relating to the election and residency requirements for the registrar and the Treasurer.

Regarding the parish meeting in May to approve the revised by-laws, it was suggested that we provide an update on where we are financially and where we are in the visioning process. We can also recognize planned giving committee. We had talked about May 18<sup>th</sup> for that.

**XII. Old Business**— There was no old business to come before the Vestry.

**XIII. Other Business:** There was no other business to come before the Vestry.

The next meeting of the Hickory Neck Vestry will be held on Tuesday, April 1, 2008 at 7 p.m. in the Wilkinson Center.

Betty Somloi concluded the meeting with prayer.

Respectfully submitted,

Ann Dieterle and Melissa Casheros  
(I n Registrar's absence)