

Hickory Neck Episcopal Church
Vestry Minutes
August 19, 2008

Present: The Very Reverend Michael Delk (Rector); The Reverend Lauren McDonald (Associate Rector); Bill Teale (Senior Warden/Personnel); Lauris Zeni (Junior Warden); Fred Boelt (Treasurer); Melissa Casheros (Stewardship); Gay Forloine (Pastoral Care); Eve Butler-Gee (Register/Communications); Gary Harvey (Outreach); Chuck Jundt (Outreach); Ed Joyner (Newcomers); Don Seeterlin (Buildings & Grounds); Paula Simmons (Christian Formation); and Betty Somloi (Newcomers).

Absent: Lynn Geddy (Parish Life).

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

II. Opening Prayer and Meditation: The opening prayer and meditation were led by Fr. Michael Delk.

III. Approval of Vestry Minutes: On motion of Bill Teale and seconded by Chuck Jundt, the minutes of the meeting of June 3, 2008 were approved.

IV. Parishioner Comments and Initiatives: Gay Forloine relayed parishioner comments about wheelchair access to the communion rail relative to the positioning of the Baptismal font. Fr. Michael suggested that usher training/instructions include that it is acceptable to reposition the font to accommodate wheelchair mobility during communion. Betty Somloi reported that some parishioners had expressed concern at finding themselves scheduled for several tasks on the same Sunday. Fr. Michael indicated that the schedules published are already screened as carefully as possible to minimize multi-scheduling, especially for conflicts between chalice bearer assignments and other Sunday tasks.

V. Treasurer's Report: Fred Boelt, Treasurer, reported that we were in the black at the end of July, after a very temporary setback in July occasioned by the one-time moving expenses paid for Pastor Lauren. He anticipates a good result in August due to a five-Sunday month and the benefit of the bulk mailing savings now in place. Fr. Michael added that switching to bulk mailing will save approximately \$1,000 per year.

Fred reported that he was able to make a \$10,000 payment in July toward principal on the Wilkinson Center mortgage loan, reducing the balance on the loan to \$26,777. He hopes to be able to make another payment to principal this month.

Fred reminded Vestry members to submit their 2009 budget requests to him prior to the stewardship drive season. He will be producing a bare-bones, "no frills" budget again this year, which can be expanded later proportionate to increased stewardship revenues.

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

VI. Junior Warden's Report: Lauris Zeni, Junior Warden, submitted the following update from herself and Mark Kintner on plans for the Fall Festival:

"All Committee Chairs have been identified and are working their areas. Co-chairs (trainees) are still needed for Attic Treasures and Silent Auction to replace Mary Jo Smith and Chuck Jundt next year.

Communication efforts are in progress. Articles & notices are being posted in the weekly bulletins and E-pistles, and in the monthly Nuggets. Notice of the Fall Festival has been sent to Bruton Parish and St. Martin's.

A direct link to the Fall Festival website has been established as www.hickoryneck.org/festival. The Church Website for the Fall Festival has been updated with the list of Committee Chairs and downloadable Posters and Handouts

Posters will be distributed to local businesses & churches the first part of September. Volunteer Signup Lists will be posted in the Narthex the first week of September

All music groups are scheduled:

Wellsprings United Methodist Church Band, 10 – 11:30

Clan MacCool, 11:45 – 12:45

Fourth Day Band, 1:00 – 3:00

Most kids' events & activities have been coordinated. There will be a new 'Train ride' this year. There will be a ticket fee for the main rides, probably 'five tickets for \$1.' Gail Scullion from Wellsprings United Methodist Church Band & Paula Simmons will provide a "Kindermusik" session in the Kids' Area from 11:30 to noon.

Attic Treasures are being collected; Two sheds behind the New Chapel have been waterproofed and painted to provide better storage for donations. One shed is almost filled to capacity.

Identifying Arts & Crafts participants is still in progress

Food teams will meet sometime next week to coordinate planning. This year the food schedule will be modified to:

Thursday night – slice & dice

Friday daytime – Cook BBQ and Brunswick Stew, which will be packaged and stored in the late afternoon

Friday night – Cook, pack and store Chili.

The refrigerated trailer used for the Ordination luncheon will be evaluated for use in storing Pre-sales during the Fall Festival

Silent Auction solicitations are in progress

Facilities purchased 10 new 6-foot tables for use in the Attic Treasures display. Saves on table rental fees and provides tables for other functions during the year. The new tables will be stored in one of the Attic Treasures sheds after the Fall Festival

Building & Grounds is planning a grounds' clean up day towards the end of September to get everything looking good for the Festival".

Don Seeterlin volunteered to take posters to West Point, Virginia for display there. Lauris indicated that charities to be the recipients of proceeds from Fall Festival this year will be: Angels of Mercy, Faith In Action, Spirit Works and other local charities.

VII. Senior Warden's Report: Bill Teale, Senior Warden, submitted reports on the following:

A. Lauren McDonald's Ordination Logistics: On Saturday, August 23 the New Chapel will be set up for 300 people. At the conclusion of the service, those seated in the Nave will be instructed to leave by the side door and down the sidewalk and through a greeting line; while those seated in the Narthex will be instructed to leave by the front door, past the area where the tents will be located, and through a greeting line. The goal is to move people out of the New Chapel quickly and efficiently because chairs and tables for 200 people for a sit-down luncheon will be set up immediately. Vestry members were asked to assist with the movement of stragglers to facilitate the luncheon setup. In the event of rain, tents are set up from portico all the way out and congregation would be led out with Nave first, Narthex second.

B. Nominating Committee for Vestry and Diocesan Council: Bill Teale identified outgoing Vestry members who would serve on the Nominating Committee: Bill Teale, Lynn Geddy, Betty Somloi, Chuck Jundt and one representative of the congregation. On motion of Melissa Casheros and seconded by Chuck Jundt, the Vestry agreed that Betty Somloi was removed from the Nominating Committee. Subsequently, Lauris Zeni (replacing Betty Somloi) and Fred Boelt (as member of the congregation) were added to the Nominating Committee.

Bill requested that the Vestry solicit volunteers from the congregation for Vestry and for delegates to Diocesan Council. He also asked Vestry members to submit their own suggestions. Melissa Casheros added that there should be an emphasis on seeking volunteers who had not previously served.

C. Endowment Board Update: Bill Teale reported that the first meeting of the newly formed Endowment Board (Mayes Mathews, Dick Newman, Penny Orth, Coleman Ragsdale, and Bill Small) would take place on Sunday, September 28. He also suggested that Bill Forloine's valuable input would be sought as this group moves forward with their work.

Bill also advised the Vestry that he had asked Don Seeterlin to seek bids for the list of various repairs and installations on the HNC campus which had been mentioned during Vestry meetings over the past couple of months.

VIII. Associate Rector's Report: Pastor Lauren McDonald submitted the following report:

"Calendar Events:

August 23, 2008 – Ordination to the Priesthood!!!

August 24, 2008 – Sunday School Registration and Orientation

August 27-28, 2008 – Fresh Start Retreat

September 2, 2008 – Pilgrimage Meeting 7pm

September 4, 2008 – Centering Prayer Resumes 10am Thursdays

September 7, 2008 – 1st Day of Sunday School, combined classes

September 21, 2008 – Sunday School Family Cookout 4:30pm

Christian Formation

We sent out a brochure with all of the fall adult education offerings to everyone in the parish and have put copies in the newcomers' packets. Michael Delk will be continuing his Monday night Bible study. Michael Daize will return and lead a class on 'Jesus and Paul' A few years ago we did some work with spiritual gifts inventories. We will offer several of those classes again this fall and then follow up with leadership classes in '09. On Sunday mornings we will be offering Bible studies on Ruth and Colossians.

Michael and I met with the Sunday School team to consider attendance issues. This year we will be starting off the year with a combined Sunday School event on September 7 followed by a family picnic on the afternoon of September 21. Letters are being sent to families about Sunday School and will be followed up with personal phone calls by members of the Sunday School team. We are considering attendance awards such as pins that children can wear. Our program is good – now we just need more kids to attend.

We are making a change to children's chapel this year. Whichever one of the clergy is not preaching on a given Sunday will leave with the children to attend Children's Chapel. The clergy have been observing during the summer and will be helping with the storytelling starting in the fall. We hope for the children to build a relationship with the clergy as well as experience Children's Chapel as more of a worship time and less of a Sunday School time.

The Centering Prayer group will resume in September on Thursday mornings.

There will be an interest meeting for a Hickory Neck pilgrimage on September 2. We will consider possible pilgrimage destinations as well as explore the meaning of pilgrimage and how it can be an important formational experience.

Pastoral Care

Last week I met with all of the Pastoral Care team leaders so I could get to know them and give them a chance to express any concerns or needs in their ministries. They will all be finding co-chairs who can substitute for them if they are traveling.

Kudos to Gay Forloine who got the 'Romeos' started this summer. Doug Smith has stepped up to be the team leader of the Romeos. The first group met at Shackelford's in August. This group gives some of our elderly men, who have difficulty getting out, the chance to eat lunch and spend time with other men. It also gives their caregivers a couple hours of break. The group decided to start with 6 people and then other small groups will be formed as needed.

The Eucharistic Visitors will be getting together in late September for some fellowship and meeting time. The Prayer Shawl ministry will resume on September 5.

I have been in discussion with Carolyn Gaylord about the Parish Nurse Ministry. We will be educating the congregation about the ministry this fall while we put together a Health care team. We will commission the Parish Nurse(s) in January and begin their ministry then. Carolyn will be providing blood pressure screenings at the Fall Festival as a preview to the Parish Nurse Ministry.

We have some other things on the back burner such as starting a grief group, marriage enrichment, and some health care workshops.

Outreach

On July 29 we had a restructuring meeting for the Outreach Council. In order to increase commitment to this committee, we have decided to implement an attendance policy. Only those who attend $\frac{3}{4}$ of the meetings will be permitted to vote. We changed our meeting dates to the 4th Tuesday in order to accommodate the schedules of more people. We also decided that when someone presents a group to the Council, that person needs to either be the liaison for the group or find a liaison. Gary Harvey is drawing up a list of the new Council requirements/guidelines. Attendance was good at the July meeting. We will have a presentation from Angels of Mercy at our next meeting".

IX. Rector's Report: Fr. Michael submitted the following report:

"Average Sunday attendance in June 2008 – 190

Average Sunday attendance in June 2007 – 182

Average Sunday attendance in July 2008 – 178

Average Sunday attendance in July 2007 – 185

Marriages, since last Vestry meeting:

Linda Wever and James Ball – 29 June

Burials, since last Vestry meeting:

Robert Sheldon II – 4 July

JuJu McCabe – 11 July

New Member by Letter of Transfer, since last Vestry meeting:

John and Tess Schaffer

Dalene and Carrol Bailey

David and Deborah Lupton

NO Baptisms or Transfers Out of the Parish, since last Vestry meeting:

Calendar Events, since last Vestry meeting:

- *6/7 ... Requiem Mass for The Reverend Ron Molrine*
- *6/8 – 6/13 ... Delk AWAY at Clergy Leadership Project*
- *6/14 ... Altar Guild Reception, Rectory*
- *6/15 ... Old-Fashioned Hymn Sing, 10:15a*
- *6/17 ... Day Care/Pre-School Feasibility Team Meeting*
- *6/23 – 6/28 ... Delk AWAY on vacation*
- *6/30 ... Jonah Bible Study began*
- *7/1 ... Lauren McDonald's 1st day on staff*
- *7/2 ... Meet-N-Greets for Lauren, 10am & 7pm*
- *7/6 ... Consolidated 9:30 Eucharist with Welcome Reception following*
- *7/7 ... Meet-N-Greets for Lauren, 12pm & 7pm*
- *7/9 ... Meet-N-Greet for Lauren, 7pm*
- *7/12 ... Vestry Mid-Year Retreat*
- *7/13 ... Meet-N-Greet for Lauren, 4pm*
- *7/14 ... Meet-N-Greet for Lauren, 3:30pm*
- *7/15 ... Meet-N-Greet for Lauren, 6:30pm*
- *8/3 ... Clown Blessing, 9am*

- 8/4 ... Bible Study on I Corinthians starts, 7pm
- 8/6 ... Bible Study on Healing Miracles of Jesus starts, 7:30p
- 8/4 – 8/8 ... Vacation Bible School
- 8/9 ... Mission Team Interest Meeting
- 8/10 ... Lauren Stanley, Missionary to Sudan, visits
- 8/17 ... Stewardship Team mtg., 1pm
- 8/17 ... Instructed Eucharist at 9 and 11:15am Eucharist

Upcoming Calendar Events:

- 8/20 ... Exploratory/Feasibility Joint Team mtg., 7pm
- 8/23 ... Ordination to the Priesthood, Lauren McDonald, 11a
- 8/24 ... Gideon's International representatives visit
- 8/24 ... Church School registration
- 9/1 ... Labor Day OFFICES CLOSED
- 9/2 ... Pilgrimage Group Interest Meeting, 7pm
- 9/3 ... Healing Eucharist, 7:30pm in Historic Chapel".

Fr. Michael reported that 150 people attended the "Meet n Greet" gatherings to welcome Pastor Lauren McDonald. The new Bible study on the Book of Jonah and First Corinthians has been well attended. Don Seeterlin reported that he had heard many positive comments about the Sunday, August 17th Instructed Eucharist.

A. Sudan: Fr. Michael reported that the Reverend Lauren Stanley has arrived safely in the Sudan and hopes to be able to remain there for a period of three to four months. During her visit to Hickory Neck Church recently, she met with a group of interested parishioners to discuss a possible HNC mission trip to the Sudan next year.

Reverend Stanley indicated that there are many problems with just functioning in that region at this time and there are many needs, but that just being present to the people of the Diocese of Renk can be a ministry. She also reported that the indictment for human rights abuses of Sudanese president Al Bashir by the International Criminal Court--the Hague has created additional security problems in the region.

Fr. Michael reported that the group that met with Lauren Stanley was excited by the mission opportunity, but mindful of the extreme hardships and security risks involved at this time.

B. Day Care-Pre-School Feasibility Study Group/Phase II Exploration Study Group: Fr. Michael reported that the first joint meeting of the above-captioned study groups will take place on Wednesday, August 20. The Day-Care/Pre-School Feasibility Study Group has done remarkable work and is prepared with a specific vision which includes a full business plan, extensive research of demographics, research on every facility of its kind in the area, a detailed articulation of facilities needs, and a launch timetable. This group will report to the Vestry in detail after meetings with the Phase II Exploration Study Group on into January. Fr.

Michael reminded the Vestry that it has ultimate responsibility for the timing, feasibility and fund-raising for this initiative once both committees have completed their work.

Bill Teale indicated that the Pre-School Group was one of the best-organized and most effective committees he had seen anywhere. Their meetings are crisp and well organized, all members of the committee are fully prepared, they have undertaken a comprehensive analysis of local pre-schools and have a clear idea what is needed.

C. Review of Progress on Mid-Year Retreat Initiatives: Fr. Michael reported progress on the following initiatives identified by the Vestry at its July 12 Mid-Year Retreat:

Vocational Deacon: Fr. Michael has received a letter from Interim Bishop John Buchanan indicating that Hickory Neck Church has been put on the waiting list for the assignment of a vocational deacon to this parish. Since there is a scarcity of vocational deacons at present, it may be 2009 or 2010 before one is assigned.

Worship: The clergy participation in Children's Chapel seems to be going well. Pages in the Sunday bulletin are now numbered and there are more instructions included throughout. The utilization of diversified liturgies (New Zealand Prayer Book, Iona Worship, etc) will take place in September. Fr. Michael talked to the 11:15 am congregation about going out to lunch once a month after the service and plans are to go to lunch the second Sunday in September (14th).

Other Initiatives: Building and Grounds initiatives are under way; there will be an organ recital at HNC on October 12 at 5 pm; Pastoral Care meetings and activities are continuing under the guidance of Pastor Lauren; and Communications initiatives such as bulk mailing and taping of sermons for uploading onto the HNC website are in progress.

Fr. Michael reported to the Vestry on details regarding the election of a Bishop for the Diocese of Southern Virginia as follows:

Special Electoral Diocesan Council will meet to elect a new Bishop on September 27. The Bishop-elect will assume responsibilities for the Diocese on December 1, but will not be consecrated until February 14. There will be "Walk-Abouts" all over the Diocese where all persons in the Diocese can see candidates in person, the closest of which is at St. Andrews Church, Newport News at 4 pm on Saturday, September 13. Attendees are assigned to a room where they remain while nominees visit each room in turn and answer questions.

Fr. Michael announced to the Vestry that he will be accepting an invitation to become the Co-Chair of the Department of Mission of the Diocese of Southern Virginia. He will be presented to the Bishop-elect at the February Diocesan Council and will also serve on the Executive Board of the Diocese. This Department is responsible for congregational growth and development, the raising up of effective leadership in the church, and mission planting.

X. Ministry Reports: The Vestry received the following ministry reports:

A. Children and Youth Ministries: Paula Simmons submitted the following report:

"Vacation Bible School

The joint Episcopal Vacation Bible School for Hickory Neck, St. Martin's, and Bruton Parish was held at Bruton Parish the week of August 4-8, 9:00 a.m. to Noon. Approximately 55 children attended. Two adults and 9 youth participated from HNC. Michael and Lauren each participated in the clergy rotation for the mornings. The "God's Green Earth" theme was well received and we received many positive comments from parents throughout the week. We will continue with a world/earth theme to some extent next year. We will reuse some materials and supplies as well.

Christian Formation

The Christian Formation Committee members met Sunday, August 17 with the teachers to review plans for the fall. Twenty-two letters have been sent to families with children encouraging participation in Sunday school. Open house and registration will be Sunday, August 24 after the 9:00 a.m. service in the classrooms. Sunday school will begin on Sunday, September 7 and the parents will be invited to attend the first class with their children in each of the classrooms. A family picnic is planned for all families with Sunday school age children on Sunday, September 21 at 4:30 p.m. See the Associate Rector's August Report for more information.

The preschoolers through second graders will be using Godly Play. The story schedule will include stories used each year, stories introduced in 2007-2008, and stories reintroduced from 2006-2007, as well as a few new ones this year.

The third, fourth, and fifth graders Sunday school class will continue using the Episcopal Children's Curriculum, which has a three year rotation cycle.

De Fehrenbach has lined up the following to teach:

Godly Play Preschool: teacher Carol Shutt, doorkeeper needed

Godly Play Mixed Ages: teacher Melissa Casheros, doorkeeper Jennifer Lampert

Godly Play Older: teacher Alan Zoellner, doorkeepers Linda Mathews/Lucy Purse

Grades 3-5: Pam Chambers & Michael Wilson

Sub: Paula Simmons

Children's Chapel

The response to the clergy presence in Children's Chapel has been good. See the Associate Rector's August Report for more information.

Children's Choir

Paula Simmons has been surveying families about participating in the children's choir. So far, there are no additional families planning to participate other than the two who completed last year.

Christmas Pageant

Plans for the Christmas pageant will begin soon. We need a coordinator for the pageant.

Creating Safe Churches Training

Creating Safe Churches training is now available on-line at www.safeguardingonline.org. Email safechurchsva@gmail.com to obtain a login and a password. The course is presented in four 1/2 hours sessions. Training should be updated every three years.

Nursery

Emily Corlett continues as our paid worker with other HNC volunteers rotating each week. It has been a challenge lining up help for Lauren's ordination but we have coverage.

We have instituted a "no shoes" policy to keep the floors healthier for our infants and toddlers. Signs are posted and a basket has been placed by the door for shoes. We have been educating the parents and children about this so that when the carpet is cleaned this month, everyone will be in the habit of removing their shoes. Toys are also being wiped with disinfectant wipes during cleanup after the children leave.

Youth

The Youth group had a kickoff gathering on Sunday, August 17 at 6:00 – 8:00 p.m. Attached are the plans for how the youth program will be structured this year".

Paula Simmons added that De Fehrenbach had written a wonderful letter to all parents of Sunday School age children welcoming children to a new year of Sunday School. Fr. Michael added that he had written an article for the Nuggets urging parents to bring their children to Sunday School.

Fr. Michael also reported on expanded program activities for the Youth Group, including a summary of weekly youth session structures and initiatives new for this year. Fr. Michael and Pastor Lauren will continue to be involved in Sunday evening youth group sessions, expanding the sessions from 6 pm to 8 pm. People are needed to work with youth, especially in the coordination of meals for the meetings.

B. Stewardship: Melissa Casheros submitted the following report:

"The Stewardship Committee comprised of me, Fr. Michael, Pastor Lauren, Bill Teale, Fred Boelt and Dave Simmons, have met to discuss the new Stewardship program and approach for 2009. Instead of the annual beg-a-thon in October we will invite parishioners to attend small group sessions in October. The groups have been comprised based on generational makeup, and with consideration of geography, age of children at home, and relation to caller and/or host. The generational component of this approach was inspired by what we learned from Hugh Magers in May. Basically that different generations respond differently to approaches, including group size, location, and content.

The sessions will be held in parishioner homes. There will be approximately 15 groups ranging in size, with approximately 12-15 different hosts. The sessions will consist of three main parts:

- *Fellowship – 30 minutes*
- *Informational Presentation – 30 minutes*
 - *Done by one of 4 lay members of Stewardship team*
 - *Provides data on proposed 2009 budget*
- *Inspirational Presentation – 30 minutes*
 - *Done by Michael, on biblical themes, to persuade people of the spiritual benefit of the practice of generosity.*
 - *Ends by giving explicit instructions on what we're asking of parishioners, which is to calculate the current % of gross income they currently contribute to the parish and increase that percentage by 1%, as we all strive for the tithe.*

A number of activities will take place over the next few months to implement this new approach and prepare us for the Annual Parish Meeting in November.

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| <i>August 24-30</i> | <i>Recruit callers</i> |
| <i>~September 2</i> | <i>Release description of new stewardship approach through all available channels of internal communication, including a 1st class letter to each parish family.</i> |
| <i>September 7 – 13</i> | <i>Caller training</i> |
| <i>September 14 – 20</i> | <i>Calls to invite people to small groups</i> |
| <i>October 5 – 11</i> | <i>Reminder / confirmation calls for small groups</i> |
| <i>October 12 – 22</i> | <i>Small Group meetings (reservations for Big Event)</i> |
| <i>October 27</i> | <i>Mail Pledge Cards to all households</i> |
| <i>October 27 – 31</i> | <i>Reminders / Confirmation for Big Event</i> |
| <i>November 2</i> | <i>The Big Event (fellowship, entertainment, lay witness talk, collection of Time & Talent forms and pledge cards)</i> |
| <i>November 3 – 8</i> | <i>Follow up calls (different group of callers, specially selected and prepared for these sensitive conversations)</i> |
| <i>November 9</i> | <i>Follow up Sunday Collection</i> |
| <i>November 11</i> | <i>Vestry meeting (budget approval)</i> |
| <i>November 16</i> | <i>Annual Parish Meeting (presentation of 2009 budget to congregation for ratification)".</i> |

The Vestry discussed this new approach to Stewardship and Fr. Michael shared the contents of the letter which will be sent out to the congregation. There will be a practice presentation by the Stewardship Committee members, the Wardens and Fr. Michael in September.

XI. New Business: There was no new business to come before the Vestry.

XII. Old Business: Betty Somloi advised that the Newcomers' event scheduled for November 2 would be changed to November 16 at 4 pm.

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

XIV. Concluding Reading and Prayer: Fr. Michael concluded the meeting with a reading for II Corinthians and prayer.