

**Hickory Neck Episcopal Church  
Vestry Minutes**

**September 9, 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); Gay Forloine (Pastoral Care); Lynn Geddy (Parish Life); Eve Butler-Gee (Register/Communications); Chuck Jundt (Outreach); Ed Joyner (Newcomers); and Paula Simmons (Christian Formation), and Betty Somloi (Newcomers).

**Absent:** Melissa Casheros (Stewardship), Gary Harvey (Outreach), and Don Seeterlin (Buildings and Grounds).

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

**II. Opening Prayer and Meditation:** The opening prayer was led by Fr. Michael and the Vestry assembled in the Historic Chapel at the end of the meeting for Compline.

**III. Approval of Vestry Minutes:** On motion of Bill Teale and seconded by Lauris Zeni, the minutes of the meeting of August 19, 2008 were approved.

**IV. Parishioner's Comments and Initiatives:** In response to an inquiry relayed by Gay Forloine, Betty Somloi reported to the Vestry that every effort is being made to have greeters, ushers and other newcomer volunteers to inform newcomers of the worship service styles between the 9 am contemporary service and the 11:15 am traditional service.

**Treasurer's Report:** Fred Boelt, Treasurer, presented the Treasurer's report (Attachment A) to the Vestry for the period ending August 31 and reported that HNC was currently in the black in August and has been in the black for most of 2008 so far. Operating income and expenses ended in the black by \$972 for the month of August and by \$13,000 year-to-date. Fred announced that he had been able to pay \$5,000 toward principal on the Wilkinson Center mortgage, leaving a \$21,000 balance on the loan. In addition, a \$10,000 donation to the Preservation Fund has made it possible to pay back into the Davenport Fund the amount used to temporarily supplement costs for restoration of the Historic Chapel.

On motion of Bill Teale and seconded by Chuck Jundt, the Treasurer's report was approved.

Fred presented and read to the Vestry the 2007 Financial Review report prepared by Steve Barnes (Attachment B). On motion of Gay Forloine and seconded by Paula Simmons the Financial Review report was accepted.

**VI. Junior Warden's Report:** The Junior Warden, Lauris Zeni, reported that volunteer signup sheets under various categories of the Parish Festival had been posted in the Narthex and already this past Sunday many people had signed up to help.

Lauris reported the following to do with the Fall Festival: From Thursday, October 2 to Saturday, October 4 the Handy Ice storage van would be in place for use for the Parish Festival. The cost of using the van is \$375 of which Handy Ice has donated one-half of the cost to Hickory Neck Church, so that HNC will pay \$187.50 for the use of the van. There will be grounds cleanup on Saturday, September 27 to prepare for the Festival, Hope has emailed the files containing the Parish Festival posters to Bruton Parish and St. Martin's churches and Mark Kintner has put together a chart listing those places where posters are already displayed and he asks that he be notified when posters are delivered to various places. Gail Scullion has arranged for Light Street band to perform at the Festival in place of the Wellspring group and there is difficulty securing face painters—information on available people to face paint should go to Catherine Bridewell or Mark Kintner.

**VII. Senior Warden's Report:** The Senior Warden, Bill Teale, thanked members of the Vestry for their responses to the draft of the Time and Talent form. Bill reported that there is a new Stewardship component of the HNC Website which includes an overview of each of the funds, i.e. General Fund, Building Fund, Historic Chapel Fund and Endowment Fund. He reports that there is work being done on a Stewardship Power Point presentation which he wants the Vestry to review at its October meeting prior to the launching of the new Stewardship group meetings.

Fr. Michael distributed a series of lists broken down into generational and geographic categories with callers and meeting locations for each group. He articulated that the goal was to have 75 per cent of those listed present at the meetings at which either he or Pastor Lauren would be conducting Bible study. This series of lists is still in draft form and there may be changes in venue and/or callers.

Bill Teale reported that the Vestry and Diocesan Council Nominating Committee had met last Friday and there is an excellent slate of nominees in each category. Calls are being made to those individuals asking them to run.

**VIII. Associate Rector's Report:** The Reverend Lauren McDonald submitted the following report:

**"Christian Formation**

*We had a good start to the Sunday School year on Sunday, September 6. We commissioned teachers at the 9:00 and 11:15 services and had 6-7 kids in each of the classes. The phone calls made to parents by the Sunday School Team seem to have been appreciated and effective. The Youth are having fun on Sunday nights. We had 9 kids this Sunday, and they impressed us with their knowledge of the Bible in our Bible game.*

*Fr. Michael continues his Bible study on Corinthians on Monday nights. We had a good turnout for the first Adult Forum on the Book of Ruth, which will continue through September. We are offering a session about the Bishop Election on September 16 to facilitate conversation about the candidates and the election process.*

*Centering Prayer began on Thursday, September 4 and will continue through the fall. We will re-evaluate in December to see if this is something we want to continue. The Pilgrimage Meeting went well with about 14 in attendance. Potential pilgrims are discerning where we might go on pilgrimage. Possible places include the Holy Land, Passion Play, Italy, a Celtic pilgrimage, Ephesus. Our next meeting is Tuesday, September 30 at 7pm.*

**Outreach**

*The Outreach Council had a meeting on August 26. We heard a presentation about Angels of Mercy. In addition to requesting a grant from HNC from the Fall Festival proceeds, AOM is looking for individual "Guardian Angels" to make donations of \$100 in support of a proposed budget increase. In the upcoming months we will also hear presentations from SpiritWorks, Faith in Action and Avalon. Bob Gay reported on the Homeless Task Force. The final Memorandum of Understanding (MOU) has been agreed upon and we have been asked to sign it. The mentor training session has been moved from September to October to allow for more publicizing and greater participation. It is hoped that the Pilot Program will be up and running by January. A budget and program description are being developed.*

*Because of the situation with Vibrant Life, we have some money left over from this year. The Council decided to use that money to transition to a calendar year budget instead of a September to September budget. For this year we will finish out our contributions to Faith in Action and Angels of Mercy with our surplus and then we will make new commitments starting in January of 2009 with the money raised with this year's Fall Festival.*

## Pastoral Care

*The Pastoral Care teams are continuing in their ministries. We are hoping to get another group of ROMEOS up and running. The Eucharistic Visitors will be meeting on Sunday, September 28. We are working to recruit members for a Health Ministry Team to support the Parish Nurse Ministry that we hope to get up and running in January".*

Pastor Lauren announced the closest Diocesan "walkabout" with nominees for Bishop of Southern Virginia would take place on Saturday, September 13 at St. Andrew's Church, Newport News from 4 pm to 7:30 pm. For those unable to get there, there will be an evening discussion regarding the nominees and the election process at Hickory Neck Church on Tuesday, September 16 at 7 pm.

Pastor Lauren added that there had been a good Pilgrimage meeting on September 2 and there would be another meeting on Tuesday, September 30 to continue discussing and discerning where we felt called to go.

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

*Average Sunday attendance in August 2008 – 184  
Average Sunday attendance in August 2007 – 204*

*Burials, since last Vestry meeting:*

*Wayne Carlton – 6 September (memorial only; no interment)*

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

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

*Calendar Events, since last Vestry meeting:*

- *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*

*Upcoming Calendar Events:*

- 9/12 ... *Newcomer Social, 7pm @ HNC*
- 9/13 ... *Bishop Candidate Walkabout at St. Andrew's, NN, 4p*
- 9/14 ... *1<sup>st</sup> monthly 2<sup>nd</sup> Sunday post-11:15 Eucharist lunch, 1p*
- 9/14 ... *wedding, 2:30p*
- 9/16 ... *Information Session on Episcopal Election, 7p*
- 9/20 ... *Ultreya, 6:30p @ HNC*
- 9/21 ... *Family Picnic, 4:30p @ HNC*
- 9/27 ... *Diocesan Special Electoral Council*
- 10/4 ... *Fall Festival*
- 10/5 ... *St. Francis Day Blessing of Animals, 9a*
- 10/11 – 10/22 ... *Stewardship Small Group Gatherings*
- 10/12 ... *Inaugural Organ Recital, 5pm."*

Fr. Michael announced that, since his report to the Vestry in August, he has subsequently been asked and has accepted the full Chairmanship of the Department of Mission of the Diocese of Southern Virginia.

Fr. Michael announced that attendance was up at all services (with a total of 259 persons attending last Sunday); nine young people in attendance at Youth Group Sunday night, two of whom were guests invited to attend by HNC youth members; on Sunday at the launch of Sunday School 24 parents accompanied their children to class; the choir and choral scholars are back in place after the summer with great music; four families filled out guest cards, two of whom brought their children to Sunday School; there has been a good response to Pastor Lauren's Sunday adult formation class on the Book of Ruth; and there are five baptisms anticipated on All Saints Sunday, November 2.

In addition, the joint meeting of the Day School/Pre-School Feasibility Study Group and the Phase II Building Study Group went very well. It was agreed that, before a presentation to the Vestry is made, a report on a phased implementation should be included in any report to address coverage during any initial phases. A report to the Vestry is anticipated in late fall or early winter.

Fr. Michael reported that Pastor Lauren McDonald's ordination went exceptionally smoothly. The transition from the worship and liturgical use of the Nave to its use for a seated luncheon was executed incredibly fast, thanks to all who participated.

He expressed the feeling that HNC is hitting its stride once again after the combined effects of his sabbatical, Pastor Ann Dieterle's departure, and the period during which we awaited Pastor Lauren McDonald's arrival.

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

**A. Parish Life:** Lynn Geddy reported the following:

*"February 17 – We assisted with the reception after the service for Nathan Walker.*

*March 23 – We gathered on Saturday to prepare the Easter eggs. We hid them early Sunday. We had a chilly and swift hunt, then cake in the Narthex and outside.*

*March 30 – We celebrated Ann Dieterle's time with us with luscious cakes and lots of yummy food everyone prepared with love.*

*May 11 – For Mother's Day our very capable chefs prepared quiche from scratch for 135 hungry folks. In addition to quiche, they prepared scrambled eggs, pancakes, ham, strawberries, oranges, and chocolate éclairs. They even served mimosas for an extra special touch.*

*May 17 – We served lunch for a hard working, ambitious group who spruced up our grounds and Sunday School area.*

*August 23 – for Pastor Lauren's Ordination celebration, everybody brought a wonderful variety of delicious food. We enjoyed two huge cakes. David Hooker with Handy Ice let us use his refrigerated truck for \$100 to ensure the safety of our food. Bill Teale and Mark Kintner came up with a master plan for chairs and tables and orchestrated it beautifully. Dave Simmons and Bert Geddy had tent duty. Thanks to many willing hands the day went beautifully.*

*Foyers sign-up sheets are out—groups are having fun.*

*The next Men's Breakfast is being planned for November 8".*

**B. Communications:** Eve Butler-Gee reported the following:

*"Since the last communications report to the Vestry, we have continued to move ahead with our mandate to increase communications regarding Hickory Neck Church activities in the community at large.*

The following is Martha McCartney's summary of her activities since our last report:

*"Electronic Calendars and Newspaper Calendars of Events:*

*Hickory Neck events have been posted on the Daily Press and Williamsburg-York Daily electronic calendars. All Daily Press calendar items also were posted in the newspaper's calendar of events. Events that were publicized included the Bible study*

classes on Jonah and Corinthians I, visits by the Rev. Lauren Stanley and Gideons representative Andy Cronin, the Blessing of the Clowns, the Rev. Lauren McDonald's ordination, and the upcoming Fall Festival (material furnished by Jim Izzo). During the third week of May the Relay for Life was publicized online.

#### Newspaper Articles and Announcements:

Feature articles on the Rev. Ann Dieterle's departure, the Relay for Life, the Rev. Lauren Stanley's visit, the Rev. Lauren McDonald's becoming Hickory Neck's associate rector, and Bible study classes have been submitted to the Daily Press, Virginia Gazette, and Toano Norge Times. All have been accepted and published. The Clowns organization traditionally does its own publicity and this year was no exception. However, they did ask that their Blessing be included in the electronic calendars of events, which was done. The Toano Norge Times is going to do a feature article on the Hickory Neck cookbook, A Time for Feasting. Publicity on the cookbook's publication will be submitted to the Virginia Gazette and Daily Press after September 15<sup>th</sup>, the day the cookbook is scheduled to go to press.

#### Jamestown Cross:

Feature articles on the Rev. Lauren McDonald's arrival at Hickory Neck and on her ordination to the priesthood have been prepared and submitted. The article on her arrival has been published and the ordination article was submitted on September 6, 2008, along with ten digital photographs taken by Gary Harvey".

Joanne and Jim Izzo's report their efforts on communications for Fall Festival as follows:

- "Media which have been contacted and agreed to run an article or ad: Toano-Norge Times, Williamsburg Next Door Neighbor, Daily Press, Virginia Gazette, Williamsburg Magazine, Tidewater Review, Web Page (wydaily.com)
- Media contacted, still awaiting response: WMBG AM 740, TV Channel 46, New Kent Chronicle
- Announcements in HN Sunday bulletin and E-pistle since July
- Announcements in HN Nuggets since August
- Kiosk write-ups of various committees and photos of chairpersons Announcements in Bruton Parish and St. Martin's Parish on Sunday before festival
- Sign-up sheets posted on board near door in narthex by festival chairperson".

Meanwhile, thanks again to the following people who keep our **in-house** communications running smoothly: Steve and Nancy Snyder, for the Nuggets; Melissa Casheros, for the E-pistle; Laurie Brown, WebMinister and photographer; Carol Goff, Nuggets staff writer, Nuggets contributing writers, Doug Smith and Jim Izzo; and Hope Brans, our Parish Administrator, who coordinates ministry schedules for the Nuggets and the E-pistle, as well as the upcoming events inserts in the Sunday bulletins.

*Carol Goff has announced she will be taking a sabbatical, so Jim Izzo will do the staff writing for the Nuggets long with Doug Smith. Steve Snyder continues to interface with the Daily Press religion page editor and staff".*

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

**XII. Old Business:** Fred Boelt reminded ministry heads who had not submitted budget requests to get them in.

**XIII. Other Business:** Fr. Michael reported to the Vestry that the Personnel Committee would be conducting its annual ministry review with Hope Brans (now in her second year at HNC) and Ed Godshall (now in his third year).

Fr. Michael also reported that there would be a special liturgical celebration in late October or early November to celebrate new members and that plans were being made to commission and present Diocesan certificates to Chalice Bearers and Lay Eucharistic Visitors.

Pastor Lauren asked that parishioners be asked to wear their name tags so she can more quickly get to know all faces with names.

The next meeting of the Hickory Neck Vestry will be held on Tuesday, October 14, 2008 at 7 pm in the Wilkinson Center.

Father Michael concluded the meeting with prayer.

Respectfully submitted,

Eve Butler-Gee