

**Hickory Neck Episcopal Church
Vestry Minutes
October 14, 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); Lynn Geddy (Parish Life); Eve Butler-Gee (Register/Communications); Gary Harvey (Outreach); Chuck Jundt (Outreach); Ed Joyner (Newcomers); Don Seeterlin (Buildings & Grounds); Paula Simmons (Children's and Youth Ministries); and Betty Somloi (Newcomers).

Also present: Mark Kintner, Chairman of the 2008 Fall Festival.

I. Vestry Check In: Vestry members shared personal news since the last meeting on September 9, 2008.

II. Opening Prayer and Meditation: The opening prayer and meditation were led by Chuck Jundt . The opening prayer and meditation at the November meeting will be led by Eve Gee and Don Seeterlin.

III. Approval of Vestry Minutes: Lauris Zeni offered the following technical amendment to the minutes of September 9:

In Item VII. Junior Warden's report, second paragraph, "Gayle" should be amended to read: "Gail".

On motion of Chuck Jundt and seconded by Paula Simmons, the minutes, as amended, were approved.

IV. Parishioner Comments and Initiatives: Fr. Michael welcomed Mark Kintner, Chairman of the HNC 2008 Fall Festival, who presented a report to the Vestry [Attachment A] on the goals established for the Festival, to date income generated by the Festival, the attendance numbers (over 765 people), participation of 125 parishioners in various functions, an analysis of all efforts and initiatives of the Festival, praise for the internal and media communications efforts of Jim and Joanne Izzo, and suggestions for the 2009 Festival.

Fr. Michael and the Vestry thanked Mark for his outstanding chairmanship of the Festival and expressed their gratitude for his superb organization of all the diverse components of the event which brought about its success.

Treasurer's Report: Fred Boelt, Treasurer, reported that for the first time this year the month of September was in the red by \$2,500, with September pledge income down by \$4,000, although non-pledge income was up by \$1,700. The September numbers are affected by the "front-load" fees for the transition to bulk mailing paid out in September, although bulk mailing will represent a substantial savings in the long run.

The balance in the Davenport Fund at the end of September (for the 2008 year-to-date period) was \$53,139. Fred reported that an additional 5,000 had been paid to principal on the Wilkinson Center mortgage, leaving a balance of \$14,499. Fred reported that overall we were still doing well and in the black. On motion of Eve Gee and seconded by Chuck Jundt, the Treasurer's report [Attachment B] was approved.

VI. Junior Warden's Report: The Junior Warden, Lauris Zeni, reported that she was grateful to Mark Kintner for his Chairmanship of the Fall Festival and distributed the ministry interests of two new members to those Vestry members in charge of those particular ministries.

She reported that she had already received a Time and Talent form from one couple who were new members.

VII. Senior Warden's Report: The Senior Warden, Bill Teale, distributed the final version of the Time and Talent form to Vestry members [Attachment C] and reported that the first Endowment Board meeting had taken place in September 28. All members were introduced and Chairman Mays Matthews had given the Board an overview. At the next meeting the endowment resolution passed by the Vestry will be reviewed to insure a complete understanding of the provisions by the Board.

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

Calendar Events:

October 16 – McDonald away at Fresh Start

October 21 – Michael Daise's class on Jesus and Paul begins

October 23 – From His Hands meal prep and delivery to Grove

October 24-25 – Parish Retreat

October 26 – 4:00-8:00 Laser Tag in Richmond with the Youth

October 27-28 – Clergy Conference at Chanco

October 29 – Spiritual Gifts classes start

November 6 – Pilgrimage meeting

Christian Formation:

Sunday School is going well. Our numbers have been good so far. We had a large crowd of families at our family picnic on 9/21. Youth numbers have leveled out at about 10-12 youth per week. We have an outing to play laser tag scheduled for October 26.

We continue to offer a variety of adult formation opportunities. The Adult Forum study of the Book of Ruth has finished, and Michael Delk starts Colossians this month as well as continuing his Monday night study of Corinthians. Michael Daise will be teaching a class on Jesus and Paul on Tuesday nights beginning Oct. 21. Michael Delk and Lauren will be leading spiritual gifts workshops at the end of October and beginning of November. Centering prayer continues on Thursday mornings with 5-10 people in attendance each week.

The pilgrims had a second meeting and narrowed the pilgrimage locations to two: Holy Land or a Celtic journey to Iona, Lindisfarne, and other Celtic sites. Lauren is researching costs and itineraries for both trips and the group will meet again on November 6 to make a final decision.

Outreach

Since the Outreach Council is reporting this month, I will defer to that report.

Pastoral Care

The Eucharistic Visitors had a good meeting to share the joys and concerns of their ministry. The team is doing well and feeling blessed by this ministry. We will be recruiting a few more EVs so that each person doesn't have to go out quite as often. Pam Maloof has stepped up to lead our home visitation group to visit those who are shut in or just in need of some conversation. She has already started visiting. We will provide training for those wishing to be visitors in the new year.

We will be having a Health Ministry Team meeting in early November. Carolyn Gaylord and I have clarified our goals for the Parish Nurse and Health Team. We will begin with small steps and gradually expand depending on interest. In January we plan to start having blood pressure screenings once every other month. The Parish Nurse will also help train the new visitors. We will look to host a workshop in the 2nd quarter of the year.

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

Average Sunday attendance in September 2008 – 228

Average Sunday attendance in September 2007 – 215

Burials, since last Vestry meeting:

*Richard "Kitchie" Carter Cowles – 24 September
(memorial only; no interment)*

New Member by Letter of Transfer:

*Chet Tantillo
Mike and Lurlene Willoughby*

Marriages, since last Vestry meeting:

Jennifer Biel and Brian Dow – 14 September

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

Calendar Events, since last Vestry meeting:

- *9/12 ... Newcomer Social, 7pm @ HNC*
- *9/13 ... Bishop Candidate Walkabout at St. Andrew's, NN, 4p*
- *9/14 ... 1st monthly 2nd 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 ... Stewardship Groups at 10a & 7p*
- *10/12 ... Inaugural Organ Recital, 5p*

Upcoming Calendar Events:

- *10/15 ... Stewardship Groups at 10a & 6p*
- *10/16 ... Stewardship Group at 7p*
- *10/17 ... Stewardship Group at 7p*
- *10/18 ... Stewardship Groups at 10a & 3p*
- *10/18 ... MacNeill/Nutter Wedding at 1p*
- *10/19 ... Colossians Bible Study starts, 10:15a*
- *10/19 ... Stewardship Groups at 4p & 6p*
- *10/21 ... Stewardship Groups at 4p & 7p*
- *10/22 ... Stewardship Group at 7p*
- *10/22 – 10/24 ... Delk AWAY to Kentucky for Installation*
- *10/24 – 10/25 ... Parish Family Retreat at Chanco*

- 10/27 – 10/28 ... *Diocesan Clergy Conference at Chanco*
- 10/30 – 11/2 ... *Women Cursillo Weekend*
- 11/1 ... *Sander/Gardner Wedding at 11a*
- 11/2 ... *Baptisms at 9a*
- 11/2 ... *Stewardship Big Event at HNC, 5p*
- 11/5 ... *Spiritual Gift Discernment Seminar, 6p*
- 10/6 ... *Spiritual Gift Discernment Seminar, 9a – 1p*
- 10/6 ... *Diocesan Executive Board, St. Timothy's, Clarksville, 10a – 2p*
- 10/8 ... *Spiritual Gift Discernment Seminary, 9a – 1p*

Fr. Michael reports that there were many prospective new members and that attendance had been solid in September; that the Bishop-elect Hollerith will take office on December 1, 2008 with his consecration scheduled for the evening of February 13 at William and Mary Hall with all are invited to attend; and that despite the condition of the economy, HNC clergy had received no significant increase in requests for aid, but requested that the Vestry notify the clergy if there is any perceived need.

Fr. Michael announced that on Sunday, November 16, worship services would be consolidated and held at 9:30 am, following which the Annual Meeting would be held, with a covered dish luncheon afterward. This timing allows for a less constrained time slot for the meeting and allows for an expanded agenda. The plan is to intersperse Vestry liaison reports throughout the meeting.

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

A. Newcomers' Ministry: Betty Somloi and Ed Joyner reported the following:

"Purpose: *The purpose of this ministry is to greet and welcome newcomers and visitors to Hickory Neck Church and help them to assimilate into this faith community.*

Sunday Greeters: *There are 14 Greeters and 2 substitutes for the 9 AM service and 13 Greeters and 2 substitutes for the 11:15 AM service. A training session/information session was held last April for the Greeters. Revised guidelines were distributed emphasizing the need to be available after the service as well as before; the **4 Minute Rule** was explained. Training for greeters should take place **at least** once a year.*

Visitors Cards: *From April to October, 18 visitor's cards were completed and information recorded*

Newcomer's Welcome Bags: *From April 6 -Oct. 12, 2008 Welcome Bags containing pumpkin bread, a current copy of the Nuggets, a brochure and letter containing pertinent information about the parish and a brief history of the 1734 chapel were delivered to 15 families. An information packet was mailed to a family who has plans to move to Williamsburg in the near future.*

Pumpkin Bread: Maria Kane and Shirley Forde baked the Pumpkin Bread that was delivered in the Welcome Bags.

Newcomers' Social: Seven newcomers attend the Newcomers' Social on May 16, 2008. The social was hosted by the Vestry and clergy with support from several other parishioners. The social scheduled for Friday, September 12 was canceled.

The next scheduled social is scheduled for Sunday, November 16, 2008 from 4:00 to 5:30 PM.

With the current rate of visitors, it is probably best to schedule only 3 socials per year.

Name Buttons: A better procedure needs to be developed for the distribution of name buttons".

The date for the November 16th Newcomers' Social was, by unanimous consent, changed to Sunday, November 9 from 4 to 5:30 pm.

B. Outreach Committee [Attachment E]: Gary Harvey reported the following:

"The second half of the year has seen some significant changes in the outreach mission of Hickory neck Church.

Our new Associate Rector Lauren McDonald is now the Clergy representative on the Outreach Committee adding much needed leadership and continuity.

Angels of Mercy (AOM) – AOM presented an update to the Outreach Committee in August. AOM is currently on a drive to bring onboard “sustaining members” that will donate \$100/ea. Their goal is \$100,000 for the year 2009. AOM have increased their staff and physical plant.

Spirit Works (SW) – SW's is scheduled to give a presentation to the Outreach Committee at the October meeting. SW's received a grant and contract this year from Colonial Services Board. Staff has increased this year. SW's operated an information table at the HNC Fall Festival this month.

Historic Triangle Force of the Homeless (HTTFH) – The HTTFH is in the process of finalizing a “pilot Project” called the Historic Triangle Housing, Employment, & Linkages Project (HELP) which will last 18 months with a start date of Jan 2009. HELP will involve a “consortium of public and private providers, as well as faith-based communities, ... to provide prevention, intervention, and community wrap-around services for individuals and families, who are in need of emergency and/or transitional housing, food, clothing, employment, transportation, and other area services.” A memorandum of understanding (MOU) is in final draft stages and will be ready soon for

interested parties to sign. A proposed budget has been published for the 18-month project.

From His Hands (FHH) – FHH has a feeding planned for October 23, 2008 at the Grove Christian Outreach Center. The Outreach Committee voted to donate \$500 to FHH.

Faith in Action (FIA) – FIA presented an update to the Outreach Committee in September. HNC currently has 12 o 13 volunteers with the program.

Grove Christian Outreach Center – They presented an update to the Outreach Committee in September. They are kicking off a major capital campaign to construct two new buildings in Grove. The land and design work were donated.

FISH – Current status of FISH is not known.

Current Outreach Committee Guidelines are under revision for implementation next year".

XI. New Business

A. Cleaning Service Contract: Don Seeterlin reported that he would be meeting on Thursday, October 16, with a representative of the cleaning service HNC has currently been using. The purpose of the meeting is to discuss the poor quality of cleaning and to ascertain whether the present contractor is able to improve its service. Don requested that another Vestry member be present and Eve Gee volunteered to join him at 6 pm on October 16. On motion of Chuck Jundt and seconded by Paula Simmons, the Vestry voted to table further consideration of the cleaning service until Don Seeterlin had met with their representative.

B. Bids for Wilkinson Center Renovation [Attachment F]: Don Seeterlin submitted a rough estimate for work to be done to the front stoop, handrail, step replacement, and construction of a handicapped ramp and rail on the front of the Wilkinson Center in accordance with the action items enumerated by the Vestry at its mid-year retreat in June. After review and discussion, on motion of Eve Gee and seconded by Paula Simmons, the proposal was tabled for consideration at a future date.

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

XIII. Other Business: Fr. Michael reminded the Vestry that the November meeting would take place at **6:30 pm on Tuesday, November 11** with a pot luck supper and subsequent consideration of the 2009 Budget.

Father Michael concluded the meeting with prayer.

Respectfully submitted,

Eve Butler-Gee