

**Hickory Neck Episcopal Church
Vestry Minutes
December 11, 2007**

Present: Fred Boelt (Treasurer/Senior Warden); Bill Teale (Junior Warden/Stewardship); Michael Delk (Rector); Ann Dieterle (Associate Rector); Melissa Casheros (Stewardship); Sue Dugan (Pastoral Care); Nancy Geddes (Youth); Lynn Geddy (Parish Life); Chuck Jundt (Outreach); Connie Kendrick (Worship); Mayes Mathews (Strategic Planning); Paula Simmons (Christian Formation); and Lauris Zeni (Newcomers).

Absent: Don Seeterlin (Buildings & Grounds)

Also present: Newly-elected Vestry Members: Melissa Casheros, Gay Forloine, Eve Butler-Gee, Gary Harvey, Ed Joyner, and Betty Somloi. In addition, the Reverend Bill Jones (Deacon) and Bob Gay were also present.

I. Vestry Check In: Vestry members shared personal news since the last meeting in November.

II. Opening Prayer and Meditation: The opening prayer and meditation were offered by Paula Simmons.

III. Approval of the Minutes: On motion of Fred Boelt and seconded by Chuck Jundt, the minutes of the November meeting were approved.

**[Item XI. A. Under New Business, taken out of order as a courtesy to visitors
Reverend Bill Jones and Bob Gay]
Ordination Exploration Program Interview with Bob Gay, Aspirant for Vocational
Diaconate:**

Fr. Michael recognized the Reverend Bill Jones, deacon in the Diocese of Southern Virginia, and Mr. Bob Gay. Fr. Michael announced that, according to Title III of the Ordination Canons of the Episcopal Church of the United States, subsection 5(a)(7), the Vestry of Hickory Neck Church was required to participate in the nomination to the ordained diaconate of an adult communicant in good standing and a member of the congregation. This nomination process includes a letter of support *"by the applicant's discernment community, including a statement committing the discernment community to involve itself in the applicant's preparation for ordination to the Diaconate. If it be the congregation, the letter shall be signed by a two-thirds majority of the Vestry or comparable body, and the Member of the Clergy or leader exercising oversight"*.

As part of this process, the Reverend Bill Jones conducted an overview of the process of a Vestry Ordination Exploration Program Interview. Reverend Jones described the role of deacon in the Episcopal Church and in the Diocese of Southern Virginia and provided background information about the three-step interview of Bob Gay to be undertaken by the Vestry.

After discussion, on motion of Fred Boelt and seconded by Paula Simmons, this agenda item was tabled until the meeting of the Vestry on January 8, at which time the Vestry will meet one-half hour early at 6:30 p.m. in order to have sufficient time for an the interview to be held in Executive Session. Meanwhile, Bob Gay will furnish the Vestry additional information to aid the Vestry in its discernment process.

IV. Parishioner's Comments and Initiatives: There were no parishioner comments or initiatives.

V. Treasurer's Report: Fred Boelt described for benefit of the incoming Vestry members certain financial procedures.

Fred reported that income was down by \$11,000 for the 11 months of 2007 (actual pledge income was down by 21,000, but loose plate collections were up by a total of 10,000). Expenses are under budget by \$2,000, but the demand note totals \$90,000. SunTrust Bank will roll the demand note into a term loan (with the same terms as the current mortgage).

The first and second Sundays in December have produced good collections with a couple of more pledges received, which will allow an adjustment of the income part of the 2008 budget to \$353,000.

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

VI. Junior Warden's Report: Bill Teale delivered his last report as Junior Warden. He discussed the positive and rewarding aspects of his service as Junior Warden and presented an optimistic and humorous look ahead at his forthcoming term as Senior Warden. Bill paid tribute to Fred Boelt, outgoing Senior Warden, and expressed his pleasure at having served with him in that capacity.

VII. Senior Warden's Report: Fred Boelt presented his final report to the Vestry in his capacity as Senior Warden. He reported that the renovation of the Historic Chapel is moving ahead well with the interior painting almost complete; the exterior painting in progress, the floor patched and ready for subsequent sanding and refinishing. After the floor is completed, the re-done pews will be installed and the congregation will be able to use the chapel.

Fred also reported that there had been a positive outcome to the addresses made at the Annual

Parish Meeting by Fr. Michael, himself, and Bill Teale. Many people had expressed support for general operating funding as well as for the Capital Campaign.

Fr. Michael advised the Vestry that a mailing would be going out on December 12 to the entire parish containing the text of all three addresses for those who were not present at the Parish Meeting.

Fred announced that, at the present time, there is enough income to cover the January 2008 mortgage payment. Fred expressed the belief that continued momentum via the Nuggets, Epistle, etc. would be needed in the New Year, but agreed with Bill Teale that 2008 can be a great year for Hickory Neck.

Fred expressed his thanks to the Vestry and to Bill Teale for their cooperation and collegiality during his tenure as Senior Warden. Fred will continue to be present at Vestry meetings in his capacity as Parish Treasurer.

**[Item XI. B. Taken out of order as a courtesy to outgoing Vestry members]
Release of Retiring Vestry Members:**

Fr. Michael expressed the thanks of the Rector and the Vestry to the outgoing members of the Hickory Neck Church Vestry and released them from their official duties.

**[Item XI. C. Taken out of order]
Commissioning of New Vestry Members:**

The on-going Vestry members presented Melissa Casheros, Gay Forloine, Eve Gee, Gary Harvey, Ed Joyner and Betty Somloi to the Rector to be admitted to the ministry of Member of the Vestry. After prayers and responses, Fr. Michael commissioned these individuals as members of the Vestry in Hickory Neck Episcopal Church, Blisland Parish.

**[Item XI. D and E. Taken out of order]
Nomination of Junior Warden and Senior Warden:**

Fr. Michael nominated Lauris Zeni to the ministry of Junior Warden and the Vestry voted unanimously to confirm that nomination. Subsequently, the Vestry of Hickory Neck Church presented Lauris Zeni to the Rector to be admitted to the ministry of Junior Warden of the congregation; and

Fr. Michael nominated Bill Teale to the ministry of Senior Warden and the Vestry voted unanimously to confirm that nomination. Subsequently, the Vestry of Hickory Neck Church presented Bill Teale to the Rector to be admitted to the ministry of Senior Warden of the congregation. After prayers and responses, Fr. Michael commissioned Lauris Zeni and Bill Teale as wardens of Hickory Neck Episcopal Church, Blisland Parish.

VIII. Associate Rector's Report: The Reverend Ann Dieterle submitted the following

report:

"Calendar Items

"November 15 & 17, 2007 - Ministering to the Ministers Retreat, Round 3

November 21 – November 30, 2007 – Dieterle AWAY

December 1, 2007 - Youth Outreach to St. Paul's, Newport News

December 2, 2007 – Children's Christmas Music Festival (afternoon)

December 2, 2007 - "Youth Service" Kick-off, 7 p.m.

December 23, 2007- Christmas Pageant, 10:15 a.m. in the Nave

"Christian Formation

"I am putting the puzzle pieces together for the Winter and Lenten adult formation schedule, and expect it to be completed for inclusion in the January edition of the Nuggets. The specific challenges are that Sunday morning attendance (at the adult formation activity) is down since we've had separate space available for formation and fellowship. For the Lenten program, Wednesday night has proved to be a difficult time for the youth and for families with young children (although we've offered child care, we have had virtually no participation over the past two years because the hour is too late).

"Youth

"Mother Lauren gave the reflection at our first Sunday night "Youthcharist" on Dec. 2nd. She challenged them to be bold, and to raise \$2500 by Easter, if she would shave her head in front of them. The youth accepted her challenge, and are busy working on ideas that would raise money for the Sudan, AND witness beyond Hickory Neck to the community at large.

"Pastoral Care

"Three "Ministering to Ministers" retreats were held in 2007. Based on a survey of Lay Eucharistic, Lay Pastoral, Lay Healing and Lay Help Ministers, we held them on Saturday mornings from 10 – 1 and Thursday evenings from 6:30 – 9. An average of 8 people attended each session offered. As part of the discernment process for the 2008 retreats, I collected evaluation forms surveying persons on different aspects of the retreats, including time that they were offered, format and structure of the retreats, and potential future topics. Feedback was good, and there suggestions for structure that I will incorporate next year (shorter sessions, and including a 'structured' getting-to-know activity)".

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

"Average Sunday attendance in November 2007 – 201

Average Sunday attendance in November 2006 – 205

"New Members by Letter of Transfer, since last Vestry meeting:

Nancy Keegan
"Burials, since last Vestry meeting:
Ralph Stone – 8 December

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

"Calendar Events, since last Vestry meeting:

- *11/18 ... Capital Campaign Conclusion Celebration Concert, 5 – 7pm*
- *11/22 ... Thanksgiving Day Eucharist, 10am*
- *12/2 ... Mother Lauren visits; 1st Sunday of Advent*
- *12/2 ... Launch Sunday 7pm Eucharist*
- *12/9 ... Annual Parish Meeting, 10:15a.m.*

"Upcoming Calendar Events:

- *12/14 ... Vestry Advent Party, 6p @ Rectory*
- *12/15 ... Bishop's Advent Party, 1 – 4p @ Bruton Rectory*
- *12/16 ... Parish Band Holiday Party, 4p @ Mathews' Residence*
- *12/23 ... Children's Christmas Pageant, 10:15 in New Chapel*
- *12/24 ... Christmas Eve Eucharist @ 5, 8, & 11p*
- *12/25 ... Christmas Day Eucharist @ 10a*
- *12/29 ... Adsit/Baum Wedding @ 3p*
- *12/30 ... Service of Seven Lesson and Carols with Communion, 10a*
- *12/30 ... Ellmers' 50th anniversary marriage vow renewal, 10a*
- *12/30 ... Bill Harrison 30th anniversary/retirement as LCB, 10a*
- *1/6 ... Feast of the Epiphany ALL EUCHARIST IN HISTORIC CHAPEL*
- *1/6 ... Epiphany Burning of the Greens, 8p".*

Fr. Michael reminded all Vestry members of the Vestry Retreat at Chanco on January 25 and 26, 2008. Vestry members are required to attend. Arrival time is by 6 pm on Friday, January 25 and departure will be by 3 pm on Saturday, January 26 by 3 p.m.

Fr. Michael reviewed the Vestry meeting schedule for 2008 noting certain changes as follows: Vestry will meet on April 1 (instead of April 8); June 3 (instead of June 10); and August 19 (instead of August 12). A July, 2008 meeting may not be required.

The Ministry Reports to the Vestry schedule will be circulated by year's end, after Vestry ministry liaison assignments are made. The 2008 Vestry Roster was circulated for edits and changes by Vestry members prior to final email distribution. Chuck Jundt requested that there be a co-chair of Outreach for the sake of continuity.

Fr. Michael reported that the first Sunday evening "Youthcharist" was attended by 22 people, with 14 people in attendance on the second Sunday.

Fr. Michael briefly reviewed Vestry rules and customs for new Vestry members, while announcing a New Vestry Member orientation to be held before the end of December.

X. Team Ministry Reports:

- A. Stewardship Report:** Melissa Casheros presented an informal, oral report to the Vestry in which she reported that the formal "stewardship season" had concluded with 38 additional pledging units submitting pledges. Looking ahead, the Stewardship Committee recommends an all year round stewardship program as part of the church model of worship, piety, study, fellowship, and stewardship.

Fred Boelt observed that the majority of people who returned their pledges increased them from last year, although some remained the same. The phone calls made by the Vestry members last month resulted in a 92% positive return from those called. Fred also reported that Hickory Neck had 141 pledging units last year, with just 138 pledging units this year.

B. Pastoral Care Report: The Reverend Ann Dieterle presented Sue Dugan's Pastoral Care report as follows:

"I would like to say that the time I have been on the Vestry has been such a wonderful experience and seems to have just flown by. I have learned so much and have enjoyed the camaraderie of the other Vestry members. The Pastoral Care team that I was blessed with made my job easier and you can see by the following report they have been very busy [note: in the margin of Sue's report was a handwritten comment: "All Team Leaders are staying!"]"

*"Emergency Meals (Shirley Forde): Provide simple meals (either homemade or purchased) to those individuals needing temporary assistance due to illness or any family crisis. **There have been 55 meals delivered to 16 families this year.***

*"Prayer Chain (Ann Sloan): A group of 51 people who promise to pray daily for those that request prayers. **There have been over 300 prayer requests this year including prayers of Thanksgiving as well.***

*"Special Deliveries—New Mom's Ministry (Christine Hanlon): Provide simple meals (either homemade or purchased) and support to new moms, dads and families. **There have been 11 meals delivered to two new Moms and families.***

"Singles Foyer (Sue Dugan): We had our first meeting on March 2nd by having dinner at

*Sal's, which was very successful. Over the year we met for dinner at Hog Wild and then attended Game Night at HNC and we also went bowling one night. To begin our second Singles Foyer year, we met at the California Tortilla restaurant in New Town. **Watch the E-Pistle and the newsletter for our next event**".*

XI. New Business (remaining items – see previous items out of order above)

F. Housing Allowance Disbursement Request:

i. The Reverend Ann M. Dieterle submitted to the Vestry her housing allowance request for 2008 as part of her compensation package (attachment A). On motion of Paula Simmons, seconded by Melissa Casheros, and agreed to unanimously, the request was approved.

ii. The Reverend Michael Delk submitted to the Vestry his housing allowance request for 2008 as part of his compensation package (attachment B). On motion of Melissa Casheros, seconded by Paula Simmons, and agreed to unanimously, the request was approved.

G. Election of At-Large Member to the Executive Committee—on motion of Bill Teale and seconded by Eve Gee, Chuck Jundt was unanimously elected as At-Large Member of the Hickory Neck Episcopal Church Executive Committee.

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

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 regular meeting of the Hickory Neck Vestry will be held on Tuesday, January 8 at **6:30 p.m., as previously announced.**

Father Michael concluded the meeting with prayer.

Respectfully submitted,

Eve Butler-Gee, Register