

## **Vestry Minutes**

**August 9 , 2011**

**Present:** The Reverend Michael Delk (Rector);The Reverend Lauren McDonald (Associate Rector); The Reverend Maria Kane (Curate); Ann Cooper (Senior Warden, Parish Life); Lucy Rothnie (Junior Warden, Buildings and Grounds; Outreach); Fred Boelt (Treasurer), Carrol Bailey (Newcomers); Sue Dugan (Parish Life); Jean Hancock (Newcomers), Lynn Kelley (Stewardship); Michael Smith (Communications); Pam Stromberg (Pastoral Care).

**Absent:** Mary Teale (Register, Communications); Margene Hartsough (Children and Youth); Brig Lampert (Children and Youth).

**Vestry Check-In:** Vestry members shared personal news since the June meeting. Father Michael thanked everyone for their leadership while he was recuperating and stated he was very glad to be back at Hickory Neck.

**Opening Prayer and Meditation:** Ann Cooper led the opening prayer and meditation. Mary Teale will lead the September meditation.

**Approval of Minutes:** After a motion by Ann Cooper and a second by Carrol Bailey to approve the June minutes as submitted, the minutes were approved.

**Parishioners' Comments and Objectives:** John Rothnie gave a detailed report on the Fall Festival explaining the new activities for this year. He stated that communication for the festival would be similar to previous years with the addition of new signage. There will be some new music groups but the type of food available will be the biggest change as the Brunswick stew will be another activity sometime before Thanksgiving. There will be presales for the stew at the festival.

Lynn Kelly mentioned that she had been approached about a way for non-church information to be available to the parishioners. Fr. Michael mentioned that part of the kiosk in the Narthex is available for such information stating that the information should be more service type than selling an object.

**Treasurer:** Fred Boelt, Treasurer, said that July was a good month with income over budget by \$4298.33 and expenses under budget by \$147.65. There was \$835 collected for the Diaper Fund that enabled over 7000 diapers to be purchased. A motion from Carrol Bailey, seconded by Pam Stromberg, was made to accept the 2010 Financial Review report prepared by Randy Tanner and Bill Teale. A copy will be sent to the Diocese. There was a motion made by Ann Cooper and seconded by Pam Stromberg to accept the treasurer's report. Both motions carried.

**Junior Warden:** Lucy Rothnie passed out the Web Page Responsibilities listing and asked that all Vestry members review and update their ministry information and contact the person responsible for updating the webpage information in their area. She mentioned that she would like to see the new information in place by Labor Day.

**Senior Warden:** Ann Cooper encouraged everyone to participate in the Fall Festival which will be held on October 8th and the Parish retreat being held the weekend of Oct 15th. For those Vestry members not participating, Ann suggested attending Bishops Day that is being held on the same dates.

Bishops Day is a day of workshops to better learn ideas and methods of each ministry and to communicate with other Vestry members from churches in the Diocese.

### **Ministry Reports:**

**Outreach:** Lucy Rothnie, provided the following report:

***From His Hands:** Meals were served on January 6, March 10 and July 7. September 1 is our final serving date for 2011. Many Hickory Neck parishioners have been involved with preparation and serving of meals. Alita Small has been responsible coordination and oversight of food preparation and Gary Harvey has taken the lead on coordination of serving of the meals.*

***LiteracyWorks:** Last fall Hickory Neck Church joined with SpiritWorks to apply for a Seeds of Hope grant from the Diocese of Southern Virginia in order to start a program called LiteracyWorks that would provide a class to help students prepare to take the G.E.D. After receiving the grant, and in collaboration with Rita Welsh Literacy for Life, we began the class at the end of October. Each Tuesday night since then students have gathered at SpiritWorks for class and tutoring. Rita Welsh provided teachers and materials. SpiritWorks provided a learning space as well as staff support and clients to take the class. Members of Hickory Neck have provided meals and tutoring under the coordination of Joan Forrest.*

***Grove Christian Outreach:** On February 27 we celebrated Grove Christian Outreach Day. Rik Rikkola joined us during the coffee hour to share information on the wonderful work Grove performs and details on the plans for their new building. Contributions were generous and in early May we were able to provide over \$4300 to Grove to assist them with their building campaign.*

***Homelessness:** Dave Hartsough continues to act as the volunteer coordinator for the Community Resource Center located at the United Way. Currently there are 36 volunteers. 6 of the volunteers are from HNC. While they have experienced growing pains, Dave feels progress is being made in offering assistance to those in need.*

***African Team Ministries:** \$622 has been sent to the artisans who provided beautiful works of art for parishioners to purchase.*

***Aid to Japan:** \$2354 was sent to the Episcopal Relief and Development Fund for aid to Japan.*

***Diaper Drive:** Outreach partnered with the Health Ministry Team to collect diapers for Diaper Drive sponsored with Anthem Healthkeepers. Over \$800 was collected and as a result we were able to purchase a pallet of diapers (4800). We were recognized for providing the most diapers.*

***Back to School Project:** We will again partner with Stone House Presbyterian Church on a Back to School Project. We will be collecting backpacks for the children in Burnt Ordinary. Gerry Hassig is leading the coordination efforts for this project.*

***Fall Festival 2011:** October 8 is the date for this year's Fall Festival. John Rothnie is the chairperson for this year's event.*

**Children and Youth:** Brig Lampert and Margene Hartsough, Children and Youth, submitted the

following report:

*Since our last report the children and youth have been off for the summer but we can report that we averaged 17 students per Sunday during the last year in Sunday school.*

*Recognition Sunday was held on June 5 and was a wonderful way to acknowledge the adults who have contributed so much to the success of the Sunday School program plus recognize the youth who have faithfully attended and benefited from the program during the school term.*

*The Sunday School program will be starting again in September. The annual picnic to kick off the year is in the planning stages. Details as to date will be forthcoming.*

*Vacation Bible School was held during the week of August 1-5 at Bruton Parish with approximately 40 people(students and adults) from Hickory Neck participating.*

*Several of our vestry members have taken the Safe Church training which is extremely important. Another session is being planned for the fall but no dates are currently available.*

*We were successful in filling the nursery positions for both 9 a.m. and 11:15 a.m. and currently have seven volunteers. At this time this seems to fill the needs.*

**Curate's Report:** Curate Maria Kane provided the following report:

*On June 25, 2011, I performed the wedding of Tori Oxley and Adam Otstot. It was a well-attended ceremony and a delight to be able to celebrate with them on their special day.*

*During June and July, I assisted in the funerals of Betsy Crouse, Tom Guntherberg, Babe Transue, and Lewis Bloesing.*

*The youth lock-in on June 11-12 went well. Although there were not a lot of youth present, those who were there had a great time.*

*I can't begin to express how much I have enjoyed celebrating and preaching over the past 3 months!*

*There are not enough words to convey my sincere and deep appreciation for the opportunity to serve as deacon and curate at Hickory Neck for the past year. I have learned so much from every person I've interacted with. This has truly been a blessing and gift in my life and I am grateful. One member said it best: "Hickory Neck has raised you up and now we send you out." Indeed, you have done just that. Although I will not be in the pew on a regular basis, I hope to visit from time to time as I am able.*

**Associate Rector's Report:** Pastor Lauren submitted the following report:

*I will be away August 16-24 and August 30- September 5 for some vacation. Thank you for granting me some extra time off.*

*A huge thank you to everyone who has assisted me while Michael was away and who helped to make our many funerals go well.*

### **Christian Formation**

**Children:** *The Sunday School team and teachers are meeting on August 7. I will give a verbal report from their meeting at the vestry meeting.*

**Youth:** *Youth Sunday on June 12<sup>th</sup> went very well. We recognized graduating high school and college seniors. The youth did an excellent job leading worship. A big thank you to Melissa Casheros, Pam Chambers, and Jan Brown who facilitated the lock-in. The youth will be resuming activities in the fall.*

**Adult:** *The Women's Spirituality Group will not meet in August. The next meeting will be September 17.*

### **Outreach**

*Outreach is reporting this month.*

### **Pastoral Care**

*Our pastoral care ministries are continuing. We are taking Communion to a group of 4-6 each week at Patriot's Colony as well as to other parishioners who are unable to attend church. Our meal ministries continue as needed. We have lost a few members of our healing team, but I will be working to recruit some more as I talk with those who are discerning gifts for this ministry. I am also working on getting all of our Lay Eucharistic Ministers and Visitors relicensed through the diocese.*

Paster Lauren added that on September 11 we will celebrate the Sunday school open house and recognition of the Sunday school teachers. September 18<sup>th</sup> will be the first day of Sunday school kicking off the new year with a picnic.

**Rector's Report:** *Since our last meeting:*

*Burials: Emma "Babe" Transue – 13 July*

*Lewis Bloesing – 16 July*

*Marie Citro – 23 July*

### **Worship**

*On August 7<sup>th</sup>, approximately two dozen clowns attended our annual Blessing. They hosted a reception in the Wilkinson Center following the 9am Eucharist.*

*On August 14<sup>th</sup> will be The Rev. Maria Kane's final Sunday as our Curate. She will preach all three Eucharist. A celebratory farewell reception will be held at 10:15a.m., in the Narthex.*

*On August 28<sup>th</sup>, at both 9:00 and 11:15 a.m., we will celebrate Instructed Eucharist, interspersing explanatory comments about why we do what we do in worship the way we do it.*

*On Sept. 4<sup>th</sup>, the 11:15 Eucharist will resume worship in the New Chapel, after gathering in the Historic Chapel for the summer.*

*On Sept. 11<sup>th</sup>, the hymnody and prayers at all worship will be altered in honor of the 10<sup>th</sup> Anniversary of the 9/11 attacks. Appropriate periods of silence will also be observed.*

*On Sept. 18<sup>th</sup>, we will commission Sunday School teachers at 9:00 & 11:15a.m.*

### **Christian Formation**

### Adult

*On Sept. 12<sup>th</sup>, the Monday night Bible study will resume with a 6 – 7 week exploration of Paul's Letter to the Galatians. The study will follow the familiar pattern of prayer and song, followed by the reading of the scripture (usually one chapter) with an explanatory gloss, concluded with questions and comments, reflection on how the text applies to our daily lives, and an ending prayer and hymn.*

*On Sept. 18<sup>th</sup>, Sunday morning Adult Forum will convene from 10:30 – 11:00 a.m., for "Sharing About Prayer," a group-taught, clergy-facilitated conversation on various ways of communing with God through prayer. These sessions will last throughout the months of September and October, except for October 9<sup>th</sup> (St. Francis' Day Blessing of Animals).*

### Newcomers

*We have received 10 visitor cards since February 6<sup>th</sup>, not including two filled out by irregular attenders already on the parish roll. I have successfully contacted five families/individuals, all of whom seem very enthusiastic about Hickory Neck. The other five families/individuals received two calls, one voice-mail message, and an e-mail or USPS letter from me. I have yet to receive any response, and further follow-up would be inadvisable.*

### Outreach

*Outreach reports this month. However, in order for Lauren to pursue advanced developments in the healing portion of Pastoral Care ministry, I have reassumed responsibility for oversight of this ministry. I have met with Lucy Rothnie and Bill Teale to discuss some of the challenges and opportunities facing our Outreach efforts, in particular the need for more leadership in coordinating the "hands-on" activities of the parish. We are brainstorming options to address this and other needs.*

### Administration

#### Personnel

*The Rector returned from an extended leave of absence on July 12<sup>th</sup>.*

*By majority consent of the Vestry, I granted the Associate Rector two additional weeks of leave to allow time for recovery after the intense burdens of leading the parish during my medical leave. Lauren has scheduled her leave during the remainder of Maria's time with us.*

#### Communications

*Our website has been transitioned to a new, improved format by Smelly Cat Productions, and several staff members and parishioners have been trained on how to make updates, so that the burden does not fall solely on our WebMinister and to enable more up-to-date information to be uploaded to the site. The Junior Warden will distribute detailed information on how updates will be carried out in the future. Vestry*

*liaisons are strongly encouraged to view the website often, especially the section devoted to the ministry under your personal oversight, and make updates to insure that our web ministry represents Hickory Neck effectively.*

### Buildings & Grounds

*The primary HVAC unit of the Historic Chapel, which failed on the weekend of July 31<sup>st</sup>, has been repaired. The problem was with the wireless thermostat. A new wireless thermostat has been installed closer to the actual HVAC unit, to facilitate better synchronization.*

*The HVAC system in the closet of my office generated a large amount of condensation over the weekend of July 31<sup>st</sup>, soaking the carpet in approximately half of my office. The carpet and part of the floorboard and underlying insulation have been removed. We are currently waiting for our insurer to approve the carpet we have selected. We hope that installation can be complete in time for me to move back into my office early on the week of August 14<sup>th</sup>.*

### Stewardship

*I have meet with the Bill Teale, and will meet with Lynn Kelley, about our stewardship campaign for October 2011. As we have done the previous three years, there will be small group sessions with the dual purpose of providing practical information about our budget and time & talent needs, as well as a biblical component that invites people to reflect on the spiritual discipline of stewardship.*

*In addition to the small group approach, worship on the first and last Sundays of October will emphasize the theme of stewardship through special sermons, songs, and prayers. We have reintroduced stewardship into our Sunday worship, because a large plurality of our congregation do not attend small group sessions, which means that they receive no information or formative influence on the topic during our stewardship campaign.*

*In order to reduce the principal on our debt, parishioners will also be encouraged to make a one-year pledge toward the reduction or elimination of that debt. We plan to emphasize that the sooner we pay off the debt, the less we will pay overall. For every dollar we pay off today, we save a dollar of interest as the loan matures. This new feature of our fall stewardship effort may be repeated if it proves fruitful, or we may consider a debt elimination capital campaign in 2012 or 2013. Eliminating our debt will free up substantial funds in our operating budget, currently used for debt service, for other programmatic and personnel priorities.*

**New Business:**

Fr. Michael passed out ballots to elect a new vestry member to fill the vacancy made by Jan Brown's resignation. After all votes were in, Chris Casheros will be filling the term until the Annual Meeting.

The Vestry Nominating Committee, with Senior Warden Ann Cooper as chairman, was formed with senior members Michael Smith, Brig Lampert, and Jean Hancock.

Fr. Michael recommended the Annual Meeting be held Sunday, December 11 at 10:00am. A motion was made by Ann Cooper, seconded by Jean Hancock, to accept the recommended date. Motion carried.

John Rothnie provided information about the solution to "Lake Hickory Neck" caused by the inadequate exiting drain by the church entrance. The drain is too small and constantly fills with grass clippings and leaves. One solution is to replace the drain, which would be very costly. John proposed an aggregate rock sidewalk be built leading to the side door entrance with the cost of \$700. Jean Hancock made a motion, seconded by Lynn Kelly, to accept the proposal. Motion carried.

After discussion about The Reverend Maria Kane's departing gift from the staff, Michael Smith made a motion, second by Lynn Kelly, that a monetary gift be given. The motion passed.

**Old Business:** None

**Other Business:** None

Pam Stromberg made a motion, seconded by Carrol Bailey, to adjourn the meeting. The next regular meeting of the Vestry will be on September 13, 7pm, in the Wilkinson Center.

Respectfully submitted,

Susan Dugan  
For  
Mary Teale  
Register