

Emmanuel Episcopal Church

Vestry Meeting Minutes

April 19, 2016

Present: Rev. Ellen Ekevag, Dave Jackson, Penny Longo, Cindy Mottl, Mary Pat Anderson, Andy Dolliff, Rob Ekroth, Dorren Gertsen-Briand, Hendrik Noth, Jean Owen, Vicki Roe, Jenn Vince, (Larry Brongel - Treasurer, Sue Jasiak – Clerk)

Absent: Lisa Enright

1. Formation

- a. Call to Order – 7:02pm
- b. Opening Prayer – Penny Longo
- c. Book Study – Rev. Ellen
 - i. Some Highlights from Ch. 1 – a church is not an institution but a spiritual community, a place where we experience God, church is a living organism, deep faith – deep trust in God and surrendering control, Act in faith rather than fear

2. Information

- a. March Minutes – Motion to approve minutes from March Vestry meeting by Penny Longo – Motion Carried
- b. Treasurer's Report – Larry Brongel
 - i. Balance of approx. \$30K in Operating fund on 3/31
 - ii. Finances were aided by a donation of \$10K
 - iii. Easter music and flowers were covered by giving income
 - iv. Income of \$42,800, expenses of \$36,100 in March
 - v. Line of Credit (\$25K – uncollateralized) expires in August 2016
 - 1. It is possible to get a line of credit with a longer period before renewal but it would have to be secured (with money from the Endowment)
 - 2. A commitment fee of \$500 is required
 - vi. Christ Church Cathedral Choir – a total of 236 tickets were sold for \$40 for total income of \$9440; the shortfall of \$560 was made up by donations from a group of choir members; it seemed like we could have charged a bit more for the tickets and still “filled the house”
 - vii. Motion to approve Treasurer's report by Jean Owen – Motion Carried
- c. Individual Reports
 - i. Senior Warden – Penny Longo
 - 1. A job offer was accepted by Joe Ludwick, a resident of Brookfield, for about 28 hours per week, 8am-1pm for four weekdays and 8am-4pm on Saturdays; he will train with Fidel for a week before Fidel leaves

2. List of volunteers to bring food to the Committee Meeting Potluck on 4/28 was finalized – please see below
3. A big thank you to everyone who helped with the Antique Show, especially Vicki Roe
- ii. Junior Warden – Cindy Mottl
 1. Another advantage to the Kensington Arts Center is that it may have potential to bring in new members
 2. Cello Concert by Steven Sigurdson on May 7th at 7pm
 - a. All donations will go to the Arts Center
 - b. Wine/Cheese will be provided after the concert
- iii. Committee Liaison Report Highlights
 1. Christian Formation – Hendrik Noth
 - a. Sunday school is a very important aspect of our church and Hendrik is looking for input and additional effort to make it even better; hopefully that would attract new families
 - b. Sunday school needs more PR
 2. Outreach – Dorren Gertsen-Briand
 - a. Quinn Center
 - i. Would appreciate if we could tailor our giving to better meet their needs; for instance, they need milk and eggs more than canned goods
 - ii. The center is retooling their own services and are considering pairing up with the Chicago Food Depository
 - iii. We are considering a lecture series about hunger ministries – Quinn center would be willing to come and talk about what they do
 - iv. Quinn Center and especially, Mujeres Unidas (a food catering business) could use help with website development
 - b. Potential ideas:
 - i. An urban garden on our property
 - ii. A shop for educational materials, publications, reproductions, needlework, parishioner photos/art, garden items, and frames for works bought from here or the Kensington Arts Center; possibly carry items from outreach partners or other local Episcopal churches
 - iii. Display artwork created in the Kensington Arts Center
3. Jenn Vince
 - a. Baking with the Youth Groups for the Antique Show went very well
 - b. Better communication would help High School Youth Group

- c. Summer plans for the Junior High & High School groups have been made
 - d. Working on a confirmation class for the fall
 - 4. ECW/Antique Show – Vicki Roe
 - a. Things to consider about the Antique Show
 - i. Is this the right venue for an event like this – primarily because the stairs make moving in and out very difficult
 - ii. It brings people together
 - iii. Still analyzing feedback from this year’s show
 - iv. The vendors are more eclectic than in the past; this displeases some of the veteran vendors
 - v. We need buy-in from the whole church in order to make this event a success
 - 5. Welcoming – Jean Owen
 - a. Welcome packets are available in the back of the church; they are colorful and wonderful; Special thanks to Rev. Ellen for that
 - b. Predicts that more new people will be coming through
 - 6. Finance – Rob Ekroth
 - a. Some parishioners are giving consistently but have not yet filled out a pledge card; they will continue to receive statements
 - b. Need to fill the Pledge Recorder position – a quarterly rotation was suggested and was well received
 - c. Motion to appoint Matt Longo as Chairman of the Endowment Fund by Cindy Mottl – Motion Carried
 - d. A donation check that was lost will be replaced
 - e. Paper copies of the Treasurer reports will be available on the Vestry bulletin board
 - f. A suggestion was made to write thank you notes to members who pledge
 - 7. Moved into Executive session at 7:30pm. Exited at 7:34pm.
- iv. Rev. Ellen
 - 1. Is planning to talk to Stephanie Morse and Vicki Roe about the ECW
 - 2. Rev. Ellen was appointed to the board of the Kensington Arts Center; is helping them to develop bylaws
 - 3. Will spend the summer planning for the fall, especially youth
 - 4. Kids will have activity binders (with fruit snacks!!) for use during church
 - 5. Mary Borge has offered to help make the bulletin boards look wonderful
 - 6. Vestry Retreat, 9/23 (about 7pm) to 9/25 (about 12pm)
 - a. Please RSVP by the end of this week
 - b. It is a Spiritual retreat

3. Discussion

- a. Committee Meeting Night – 4/28 at 6pm
 - i. More is not better, we want quality and fun!!
 - ii. Go light on summer activities
 - iii. Committees:
 - 1. Parish Life – Lisa Enright, Kathleen Valenta, Heather Nesler, Brian & Leslie Stahulak, Donna Anderson, Susan Cox – *Pentecost Picnic*
 - 2. Christian Formation – Jenn Vince & Hendrik Noth, Ben Nesler, Katherine Valenta, Dave Jackson (Rev. Ellen will stand in for Dave) – *Youth Super Week*
 - 3. Outreach – Dorren Gertsen-Briand & Mary Pat Anderson, Penny Longo, Susan Valentine, Kay Mautz – *BEDS/Quinn Center and event calendar*
 - 4. Welcoming – Jean Owen (Cindy Mottl will stand in for Jean), Matt Longo, Steve Bukowski, Elizabeth Valeika – *Our doors and how to find a bulletin*
 - 5. Building & Grounds – Andy Dolliff, Tom Lampert, Dan Mottl, Jack Enright – *Spring Clean-Up*
 - iv. Each chair will invite their committee
- b. Youth Sunday & Pentecost Picnic on 5/15
 - i. There will be a bouncy house
- c. Operation Chill – it was suggested that we investigate the cost of putting air conditioning in the sanctuary only; preliminary estimates would be \$12K for the two compressor units

4. Decision

- a. Action Items
 - i. David Jackson
 - 1. Rev. Ellen would like to hire him as a Family & Youth Minister and to help with pastoral care including pre-marital counseling and marriage retreats
 - 2. He would be paid after ordination (in about one year) and would work approximately one-quarter to one-third time; it would cost about \$15K per year
 - 3. He plans to keep his full-time job
 - 4. Motion to approve Dave's ministry as a Family & Youth Minister and for him to use Conference Room as his office by Cindy Mottl – Motion Carried

5. Closing Prayer – Rev. Ellen

6. Meeting Adjourned – 8:56pm

Upcoming Meeting Schedule:

Thu, 04/28/16 6:00pm – Taco Dinner/Planning Committee Meeting Night

Sun, 05/15/16 10:00am – Youth Sunday and Pentecost Picnic

Tue, 05/17/16 7:00pm – Vestry Meeting (Book-Ch. 2 & Opening Prayer-Cindy)

Tue, 06/21/16 7:00pm – Vestry Meeting (Book-Part II & Ch. 3 & Opening Prayer-Andy)

Upcoming Coffee Hour Schedule:

May 1st - Penny

May 8th - Dorren

May 15th - Jean

May 22nd - Cindy

Action Items:

- Lisa E – Talk to Bill Kintigh about money for lights from the Memorial Fund
- Committee Chairs – Contact committee members about Committee Meeting Night (4/28)
- Committee Meeting Dinner – volunteers to bring food to party:
 - Penny L – Meat for tacos
 - Lisa E – Fritos, corn & flour tortillas
 - Jenn V – Margarita ingredients
 - Cindy M – Cheese and lettuce
 - Mary Pat A – Salsa and sour cream
 - Dorren G-B – Guacamole
 - Hendrik N – Mexican rice
- Firm up quarterly rotation of Pledge Recorder position
- Plan Youth Sunday
- Plan Pentecost Picnic

Minutes submitted by Sue Jasiak