

Saint Andrew's Episcopal Church

Vestry Minutes

February 18, 2004

A regular meeting of the Vestry of Saint Andrew's Episcopal Church, Denver, Colorado, was held on February 18, 2004, at 6:30 pm, in the church undercroft. Senior Warden Rick Larson presided. Other vestry members present were Rector Connie Delzell, Junior Warden Cynthia Croasdaile, Jennifer Barker, Jonathan Coldren, Nicola Donaven, Michael Giddings, M.B. Krueger, Vanessa Lyon, and Joe Schwaairy. Vestry Member Sue Thibault was absent from the meeting. Also in attendance were Deacon Sally Brown, Clerk Judith James, and Treasurer Mark Miliotto. The meeting was opened with the Order of Worship for Evening, led by Mother Connie.

The minutes of the meeting of January 14, 2004, were discussed. Cyn Croasdaile noted that she has an exact amount for the cost of bell tower repair, which would be provided in her report. Mark Miliotto clarified that he is not the person who will be organizing the Ways and Means Committee. Rick stated that the Ways and Means Committee would be discussed in the Senior Warden's report. Mark asked that the minutes be corrected to show that the amount received in memory of Garry Clawson is now \$1,695, not \$7,550, as stated in the January minutes. The minutes of the January meeting were approved as corrected.

Senior Warden Rick Larson welcomed everyone to the meeting. He asked each person to briefly complete the sentence: "This year, I am looking forward to serving on the vestry because" Everyone present at the meeting offered an answer.

Rick presented two options for an application to the Colorado Historical Fund for a preservation grant. The project budget for each scenario was prepared by Nicole Hernandez, of Faith Action, based upon the historic preservation assessment by architect Ethan Anthony. One option would be a request for funding for both a new slate roof and tuck pointing of the church building, at a total project cost of \$217,287, with the amount to be paid by St. Andrew's being \$59,579. The other option would be a request for funds for the slate roof only, at a project cost of \$53,297, with St. Andrew's share \$14,614. St. Andrew's share is based upon 25% of the project cost and 12% of the grant amount for Nicole's grant writing and administration fee.

Rick noted that Nicole was recommending that we apply for the smaller amount at this time, because she had learned that smaller projects were more likely to be funded in this grant cycle. In response to questions, it was noted that none of the new slate roof would need to be removed, if St. Andrew's pursues the enlargement and completion of the church building. The current roof has at most a three-year life remaining and is visibly damaged on the south side, where it receives sun exposure. A slate roof has a life span of about 90 years, compared to about a 20-year life for a composite shingle roof. Architect Ethan Anthony is recommending a slate roof, not only because of the longer

life, but because the building's original roof was slate. Returning the roof to slate is consistent with the purposes of the Colorado Historical Fund grants. The figures in the budgets are estimates based upon the architect's conversations with contractors recommended by Historic Denver, not formal bids.

Discussion was held regarding whether fundraising activities should be considered before making a decision on applying for a grant. It was noted that it is not necessary to have our share of the funds in hand at the time of application. Mother Connie asked the vestry to consider the possibility of taking a loan, if sufficient funds had not been raised by the time that the grant is approved. It was noted that at the January meeting the vestry had authorized 25% of the funds raised from the Doing His Time foundation challenge grant for building projects. A caution was raised that we should not assume that we have \$40,000 to spend, until we actually raise \$20,000 for the match. Mother Sally commented that the vestry needs to be clear with the congregation about how funds will be used, so that we do not appear to be spending the same funds more than once. A motion was made by Joe Schwairy, seconded by M.B. Krueger, and adopted without opposition, that we retain Nicole Hernandez of Faith Action, at a cost of 12% of the grant amount, to write a grant application to be submitted to the Colorado Historical Fund, requesting funds for the roof only.

Rick next raised the question of whether St. Andrew's would be willing to provide matching funds in the amount of 30% of the project costs, rather than 25%. Nicole is of the opinion that a higher match would improve the chances of being funded. Vestry members who had been present at the January meeting noted that Nicole had not raised the possibility of a greater than 25% match at that time. Nicole has apparently learned since the January meeting that there will be significant competition for these grants in April 2004. The consensus of the vestry was that the small difference between a 25% and a 30% match would not be likely be a deciding factor in whether or not we receive a grant. Concern was expressed that we not set a precedent of offering a 30% match, because that would represent a significant increase in the amount that the church would spend over the course of completing the preservation projects. A motion was made by Jennifer Barker, seconded by Vanessa Lyon, and adopted that we make application to the Colorado Historical Fund for the April 1, 2004, funding period and that we offer a match of 25% of the project cost. One Vestry Member, Michael Giddings, voted against the motion.

Rick requested that a vestry planning calendar be set-up with specific dates to begin projects that have deadlines, such as budgeting and nominations. This concept has worked well for the Outreach Committee. Mother Connie, Cyn Croasdaile, Joe Schwairy, and Mark Miliotto offered to assist Rick with the calendar.

Rick noted that at the January meeting Tim Croasdaile had been identified as a possible chairperson for the Ways and Means Committee. Cyn stated that Tim has not formally been asked, but that he indicated to her that he would be willing to undertake this responsibility. Rick will formally ask Tim to chair the Ways and Means Committee.

Rick stated that he views the Ways and Means Committee as being the creative arm of St. Andrew's fund raising efforts.

Rick reported that we have received a letter from Jim Vogelzang confirming his offer of a matching grant from the Doing His Time foundation in the amount of \$20,000 for 2004. This is an all-or-nothing match. A discussion was held regarding how to refer to this grant in announcing the challenge to the parish. Mr. Vogelzang would prefer that his name not be used and the "Doing His Time" name refers specifically to the foundation's prison ministry, rather than grants to churches. After discussion the consensus was to use the name Malachi Grant, based upon Mr. Vogelzang story of his inspiration from the Book of Malachi. Joe offered to prepare a logo for the campaign. Mother Sally stated that the Outreach Committee might be doing a fundraiser for the children of St. Paul's School in Haiti, because of the current situation there. This type of fundraising project could be included toward the match. The specifics for raising \$20,000 for this challenge will be referred to the Ways and Means Committee.

The Senior Warden asked about several action items remaining from the January meeting. Mother Connie reported that she has not asked anyone to serve as the chairperson for the grocery certificate project, but that she will do so. Mother Connie has told St. Paul's Lutheran Church about the Vestry's decision regarding the copying of the Stations of the Cross. Judith James and Mark Miliotto were asked to leave the room while the Vestry held elections for the offices of Clerk and Treasurer. Judith was elected Clerk and Mark was elected Treasurer for 2004.

Rick reported that St. Andrew's has received a bill from John-Paul Buzard in the amount of \$10,000 for enhancements to the organ. These enhancements were made at the time of installation, rather than at a later time, to save \$3,000 of installation costs. Mr. Buzard understood that St. Andrew's did not have the funds to pay for the enhancements at the time of installation and he agreed that he would wait for payment until the funds were available. Mark noted that we will not know whether we have any funds remaining in the capital campaign account until next year. Rich will contact Mr. Buzard concerning this billing and our options for payment and report back to the Vestry.

Junior Warden Cyn Croasdaile reported that the bid for removing the top and re-roofing and re-shingling the bell tower is \$2,850. The rope bell is not working at this time, apparently because the chain came off the pulley. Joe volunteered to climb the tower and check on the pulley, if Cyn could not arrange for Andy Seelaus to do so. Mike Giddings and Andy Seelaus will take care of having tree limbs removed and hauled away at a cost of \$100 to \$150.

Treasurer Mark Miliotto asked Vestry Members to sign the schedule for counting after the 11:00 service. He presented a written Treasurer's Report for the period ending January 31, 2004. Mark noted that the operating deficit has increased, as expected, since the beginning of the year. Mother Connie commented that we would have finished 2003 without any deficit, if one parishioner had not been prevented from completing his pledge due to circumstances beyond his control. Mark stated that he gives a status report to each

committee several times during the year. In past years there have been no problems with committees spending over their budgeted amounts.

Mother Connie began her Rector's Report by welcoming the new and continuing vestry members. After polling the group, a Vestry Workshop was scheduled for Friday evening, March 26, and Saturday, March 27. Al Persons will be the facilitator and the focus will be leadership development.

Deacon Sally Brown reported that she spoke on behalf of St. Andrew's at a meeting about the fate of Ebert School. She noted that Ebert has been an anchor for the neighborhood surrounding St. Andrew's and has been the only stable school setting for homeless children living in the nearby shelters. Although a formal decision will not be made until February 19, it appears that it has already been decided that Ebert will close as a neighborhood school and become a magnet school instead. Homeless children will be taken by bus to another part of the city.

Mother Sally reported that, because Holy Redeemer will not be continuing with the Interfaith Hospitality Network, St. Andrew's has asked to be paired "ecumenically" with a Lutheran congregation. We will work with either Our Savior Lutheran Church at 9th and Corona or Highlands Lutheran Church at 36th and Irving. David Dunn is a new Lay Eucharistic Minister. Mother Sally reminded Vestry Members to thank the Lay Eucharistic Ministers, who serve by spending long days, carrying the Eucharist to parishioners who are unable to attend services.

The Outreach Committee remains very active and now has a number of liaison people on the Vestry. The committee is considering assisting St. Peter's and St. Mary's Church with the Clare's Table project, a Tuesday dinner for homeless people. The Committee is revisiting its mission statement and planning 2004 budget expenditures. At this time the St. Paul's Mission School in Haiti is still protected, but the situation in Haiti keeps changing. The Outreach Committee is always ready to welcome new members. The Committee will be hosting both coffee hours next Sunday to thank the congregation for their support.

Mother Connie distributed copies of an article about the function of vestries in the Episcopal Church and proposed norms of communication and asked Vestry Members to read these handouts. She reminded everyone to support the Sunday School's Pancake Supper on Shrove Tuesday. Mother Connie also noted the upcoming Christian Education classes for adults.

The meeting was closed with the Service of Compline, led by Mother Connie.

Respectfully submitted,

Judith M. James,
Clerk