

Saint Andrew's Episcopal Church
Vestry Minutes
March 10, 2004

A regular meeting of the Vestry of Saint Andrew's Episcopal Church, Denver, was held on March 10, 2004, at 6:30 pm, in the church undercroft. Senior Warden Rick Larson presided. Other vestry members present were Rector Connie Delzell, Jennifer Barker, Jonathan Coldren, Nicola Donaven, Michael Giddings, Vanessa Lyon, Joe Schwairy, and Sue Thibault. Vestry Members absent from the meeting were Cynthia Croasdaile and M.B. Krueger. Also in attendance were Deacon Sally Brown, Clerk Judith James, and Treasurer Mark Miliotto. The meeting was opened with the order for of worship for evening led by Nicola Donaven. Rick Larson and Nicola presented white three ring binders for each member to use in organizing Vestry paperwork.

The Senior Warden asked for additions to the agenda and there were none. Mother Sally offered a clarification of the February 2004 Vestry minutes, noting that the Outreach Committee is moving toward seeding an ongoing endowment for St. Paul's School in Haiti. The minutes of the March meeting were approved as circulated. Mother Connie and Mother Sally asked the Clerk to be sure that John Taylor is included in the distribution of minutes and Judith said that she would do so.

Rick distributed the planning calendar and asked whether any additional items should be included on the calendar. Mother Connie noted that a Newcomers' Dinner is scheduled for April 18. She asked the Clerk to review the Bylaws regarding the dates and requirements relevant to the appointment of the Nominating Committee. A process of monitoring the Malachi Match fundraising and other fundraising projects is needed.

Rick asked for Vestry action regarding appointment of three delegates to the Diocesan Convention and High Plains Region. It is customary for the Senior and Junior Wardens to serve as delegates. Beth Taylor is currently the High Plains Chief Delegate. There was no objection to appointment of the Wardens and the reappointment of Beth. Michael Giddings volunteered to serve as alternate, and there was no objection.

Jonathan Coldren presented the recommendation of the Endowment Committee that a fee of \$600 be charged for use of the St. Andrew's columbarium. The payment would become part of St. Andrew's endowment fund. The amount of the fee was based upon information that he obtained from other churches and cemeteries. After discussion, a motion was duly made, seconded, and adopted that St. Andrew's institute a one time fee of \$300 for use of the columbarium, payable at the time of interment, to be placed in the Endowment Fund, with the understanding that there will be pastoral discretion to waive the fee when appropriate. Mother Sally offered to provide Jonathan with a copy of the document used by St. John's Cathedral to clarify the agreement being made with the family of the deceased.

Rick presented a one-page summary of fundraising challenges/opportunities for discussion. Nancy Thoman and Roger Kilgore have agreed to organize the sale of grocery certificates. They are requesting volunteers to sell the certificates between the services. They are asking each volunteer to commit to selling the certificates for one month. It is reasonable to expect that the proceeds from the grocery certificates will be sufficient to provide the additional \$13,000 needed to fully fund the operating budget.

A question was raised regarding how the funds given toward the Malachi Match challenge would be used if the \$20,000 goal were not met. Treasurer Mark Miliotto raised the point that it might be appropriate for the vestry to reserve making a decision on the entire distribution of the Malachi Match funds until later in the year, when the 2004 financial picture becomes more clear. It was noted that Mr. Vogelzang had indicated to the Vestry that the intention of his grant is to encourage us to reach beyond ourselves. In response to a comment by Judith James, Rick noted that it is not appropriate to consider a capital campaign for completion of the church building during 2004, as we already have a "full plate" of fundraising and need to take one step at a time. A motion was made by Joe Schwaairy, duly seconded, and adopted that if we do not raise the full \$20,000 for the Malachi Match, the funds that have been received will be apportioned 75% for outreach and 25% for repair of the church roof.

Senior Warden Rick Larson reported that Betty Luce would continue to lead the efforts to obtain a grant from the Colorado Historical Fund for restoration work on the church building. Nicole Hernandez of Faith Action is seeking letters of support to accompany the grant application, which will be filed on April 1, 2004. Rick has made arrangements that the \$10,000 owed to John-Paul Buzard for enhancements to the organ will be paid in quarterly installments of \$1,000 from savings realized by the Capital Campaign fund, with the remainder to be paid at the end of the year. Mr. Buzard will not charge interest.

Rick announced that Tim Croasdaile has agreed to chair the Ways and Means Committee and that he has identified a possible candidate for chair of the Stewardship Committee. Rick hopes to expand the educational component of that committee to teach about all forms of stewardship. Jennifer Barker said that her husband, Chris Bates, is interested in serving on the Ways and Means Committee. Discussion was held regarding how to let people know about the various committees and opportunities to volunteer.

Rick stated that Junior Warden Cyn Croasdaile was unable to attend the meeting due to illness. She is checking into the status of bell tower repairs.

Treasurer Mark Miliotto reported that pledge support was high for February because the month included five Sundays. He presented a written financial report. The offertory on Good Friday would be given to the Episcopal Relief and Development Fund for work in the Holy Land, as has been the custom in the past. Nicola offered to supply a calculator for use by the offertory counters.

Mother Connie reported that negotiations are continuing for the purchase of the land on each side of St. Andrew's property for St. Elizabeth's Choral School. The appraised

value of the land is one-third less than the seller's asking price. Funding from the Bonfils Foundation will not be available, because purchase of land to build a school is not within the foundation's purposes. The school has not yet received a major lead gift. A fundraising event for St. Elizabeth's School will be held at the end of April. Most St. Andrew's parishioners will not receive invitations because the school is focusing fund raising efforts outside the St. Andrew's congregation. Dean Peter Eaton has proposed that the school use the Cathedral's facilities for the first few years. Judith James is assisting the St. Elizabeth's Board in drafting a letter of agreement between the school and the Cathedral.

Mother Connie encouraged vestry members to volunteer to assist with the sale of grocery certificates. A vestry workshop will be held on March 26 and 27, facilitated by Father Al Persons, who facilitated last year's workshop. The workshop will be at St. Stephen's Church in Aurora and will be on Friday evening and all day Saturday. Mother Connie stated that an ongoing issue is how to develop spiritual leadership within the vestry, while getting the business done. She offered to the Vestry members a number of books on church growth and related issues. Vestry members agreed to give 15-minute summaries at the beginning of meetings on their chosen books. Joe Schwaairy will report at the April meeting.

Deacon Sally Brown reported that a fundraising dinner honoring the 20 years of ministry of the St. Francis Center would be held on May 6 at the Denver Athletic Club. She has tickets for sale. The Outreach Committee will discuss the use of the funds from the 2003 Vogelzang grant at the next meeting, using the usual criteria of local, community, beyond, and global.

The meeting was closed with the prayer.

Respectfully submitted,

Judith M. James, Clerk