

**Saint Andrew's Episcopal Church**  
**Vestry Minutes**  
**August 11, 2004**

A regular meeting of the Vestry of Saint Andrew's Episcopal Church, Denver, was held on August 11, 2004, at 6:30 pm, in the church undercroft. Senior Warden Rick Larson presided. Other Vestry members present were Junior Warden Cynthia Croasdaile, Jennifer Barker, Jonathan Coldren, Nicola Donaven, Michael Giddings, and Sue Thibault. Vestry members absent from the meeting were Rector Connie Delzell, M.B. Krueger, and Joe Schwaairy. Vanessa Lyon has left the Vestry because of her recent move to California. Also in attendance were Deacon Sally Brown, Clerk Judith James, and Treasurer Mark Miliotto. Betty Luce was present during the initial portion of the meeting. The meeting was opened with the Prayer for the Parish.

Senior Warden Rick Larson noted a change to the agenda, in that there will be only one speaker from a parish committee, rather than two speakers. The Minutes of the July meeting were approved as circulated.

Nicola Donaven offered a report on the book Center City Churches: The New Urban Frontier, noting that the book covered only "mega-churches" with congregations of 2,000 members. Strong pastoral leadership and long pastoral tenures characterized all of these churches. She noted that these churches had made changes to adapt to the changing city, but that she did not feel that all of these changes were desirable. Because of their large size, these churches primarily functioned through smaller "cell groups." Nicola was unable to identify any specific recommendations that would be applicable to St. Andrew's growing congregation.

Betty Luce presented a report on behalf of the Building Committee. St. Andrew's has been notified that the church will receive a grant from the Colorado Historical Society in the amount of \$34,103 to replace the roof of the church with a slate roof. She distributed a project budget, showing that St. Andrew's matching share will be \$12,884 toward the total estimated project cost of \$46,987. The estimate includes a 15% contingency. Betty stated that the paperwork for the grant will be received on September 1, 2004, and St. Andrew's will have 18 months from that date to complete the project.

Architect Ethan Anthony has presented a contract for his fee of \$5,000 for the roof project to St. Andrew's. He plans to travel to Denver four times, with his first trip being August 17, 2004, to make a presentation about the roof project before the Landmark Preservation Commission. His contract requires monthly progress payments. St. Andrew's will also be responsible for paying Ethan's out-of-pocket costs, such as photocopies and travel expenses. Betty noted that Ethan is careful in making his flight plans, to keep airfare costs down. She suggested that parishioners might be willing to offer Frequent Flyer miles to assist with Ethan's travel expenses. During the Master Planning process, parishioners provided housing and transportation from the airport and to meetings to assist with Ethan's travel costs. Mark Miliotto noted that Ethan billed St.

Andrew's for \$3,000 to \$4,000 for out-of-pocket expenses, beyond the \$35,000 architectural services fee for the period of the Master Planning process. Judith James suggested asking Ethan for a good-faith estimate of out-of-pocket costs, so that the Vestry can budget accordingly.

A brief discussion was held regarding paying for St. Andrew's share of the project. Judith suggested that a portion of the Malachi Match Funds could be used to begin to pay Ethan's charges for his initial work on the project. The consensus of the Vestry was that the Malachi Funds should not be touched until St. Andrew's share, \$20,000, had been raised and a check for matching funds in the amount of \$20,000 had been received from Jim Vogelzang. It was noted that to begin to use any portion of the Malachi funds toward the roof project at this time would "send the wrong message" to parishioners.

Treasurer Mark Miliotto will look into the status of the Capital Campaign Fund to determine whether any funds could be made available for the roof. A comment was made that a short-term loan might be obtained to fund the roof project until fundraising is completed. Currently there is no mortgage on the church land and buildings, and it would be difficult to receive approval from the Diocese for a mortgage to secure a small loan. Betty suggested that a grant application for the cost of tuckpointing the church would likely be submitted to the Colorado Historical Society in April 2005.

Jennifer Barker and Michael Giddings reported on plans for the Ice Cream Social on August 22. They plan to purchase 15 gallons of ice cream. Jennifer asked for volunteers to set up tables and chairs, sell tickets, serve ice cream, and clean up after the event. Several Vestry members volunteered. Mike Giddings will see that the lawn surrounding the rose garden is mowed just prior to the event. Tables will be placed in a square, so that the servers can stand inside, behind the ice cream containers. Nicola Donovan will make aprons for the servers.

A discussion was held regarding how best to keep the ice cream from melting during the event. Cynthia Croasdaile offered to bring a horse trough to hold ice. Several other Vestry members offered coolers. Mike will obtain dry ice. Several Vestry members gave cash and checks to Jennifer to defray the cost of the ice cream and supplies. Sally Brown will be leafleting the neighborhood with other volunteers on the day prior to the event, to invite St. Andrew's neighbors for free ice cream. Jennifer will look into obtaining decorations and balloons.

Rick Larson stated that St. Andrew's needs someone to serve as an Alternate for the Diocesan Convention. Jonathan Coldren, who had volunteered at the July meeting, stated that a family obligation would prevent him from attending Convention. It was noted that the Alternate need not be a member of the Vestry. Judith James volunteered, and there was no objection to her serving as Alternate.

Rick opened a discussion regarding the nominating process for new Vestry members. He suggested that Vanessa Lyon not be replaced, unless replacement is required by the

Bylaws. Vanessa was completing Sara Harmon's unexpired term, which would end as of December 2004. There was no objection to not replacing Vanessa.

The Bylaws provide that the nominating committee "shall be composed of two (2) retiring Elected Directors and any Retiring Wardens." M.B. Krueger will complete her term this year, and, thus, she will be asked to serve on the nominating committee. Vanessa Lyon would appropriately be a nominating committee member, but she is not available to serve. After a head-count, it became apparent that there is no one else who completes a term as of December 2004. Apparently there is a vacancy in the class of Vestry members retiring in December 2004 that has never been filled.

The Clerk was asked to consult the Bylaws regarding whether a Vestry member may be re-elected. Article 5.2.b.iii. does not allow re-election until one year has expired from the date of previous service. There are some exceptions for a person who has filled another vestry member's unexpired term. Rick asked for and received ideas regarding how to obtain an ample number of good candidates for Vestry for the January 2005 election.

Rick stated that a special vestry meeting will be held on August 30, 2005, at 6:30 pm. He has met with the Endowment Committee and they are addressing the issue of the allocation of 75% of the income from the Endowment for outreach, which was discussed at the July vestry meeting. The Endowment Committee will prepare a draft for consideration by the Vestry. Judith James recommended that at some time in the future the Vestry should review the Bylaws regarding how the Endowment Committee is appointed.

Rick presented a graph from the National Church showing St. Andrew's positive growth in membership and giving during the decade from 1992 through 2002. Rick will be attending a meeting of Integrity Colorado on August 24. He will be attending "personally" and will not be representing St. Andrew's at this meeting. Michael Giddings commented that there might be opportunities for Integrity to work with Dignity, the Roman Catholic organization concerned with issues important to gay people.

Cynthia Croasdaile reported that repair of the leak that is affecting Sofia's closet in the undercroft will probably need to wait until the slate roof is put on the church. It would cost about \$50,000 to properly repair the roof of the parish house, which continues to leak. Cynthia will look into whether obtaining Historic Landmark status for the parish house, which was designed by Jacques Benedict, would make additional funds available to St. Andrew's for restoration work.

Mark Miliotto presented a written Treasurer's Report, indicating that as of July 31, 2004, the total year-to-date expenses are within \$7 of the amount budgeted, and that this discrepancy is on the positive side. However, the current Fund Balance deficit is \$19,919. The deficit is due to lower than anticipated income from "Unpledged Support" and the lack of income from "Other Fundraising" at this point in the year. Michael Giddings expressed concern about the size of the deficit. Mark expressed optimism that the financial situation will turn around soon, because giving to the church always increases as

people return from vacations and we approach the Christmas Season and the end of the calendar year. The Resource Development Committee has scheduled major fundraisers for September and November.

Deacon Sally Brown reported that St. Andrew's has sent two additional shipments of food to Metro CareRing. The report of the Bishop's Task Force will be available on the Diocesan website on August 31, and copies will be made available to interested parishioners in the St. Andrew's office. She noted that the Task Force has also addressed the issue of "How we do Ministry" in the Diocese, or a "Diocesan Rule of Life." The clergy of the Diocese are being asked to take responsibility for modeling appropriate behavior in relating to one another. Mother Sally encouraged vestry members to attend and to bring other people to the Informational Meetings concerning the Task Force report, which will be held on September 9 and September 21 in the Denver metro area. She noted that the Bishop is being "battered by a vocal minority" and needs the support of St. Andrew's parishioners.

Rick asked the Vestry members to take responsibility for opening and closing prayers for upcoming meetings by signing a schedule sheet. This is the model followed by the Outreach Committee. The meeting was adjourned with prayer.

Respectfully submitted,

Judith M. James, Clerk