

**St. Andrew's Episcopal Church**  
**Vestry Meeting**  
**July 6, 2005**

Attendees: Rector Connie Delzell, Deacon Sally Brown, Senior Warden Rick Larson, Junior Warden Cyn Croasdaile, Treasurer Mark Miliotto, Clerk Kathleen Flynn, Jennifer Barker, Mary Buck, Nicola Donoven, Mike Giddings, Roger Kilgore, Maryann O'Brien, and Joe Schwairy.

Absent: Jonathan Coldren and Sue Thibault.

Guest: Rev. Ruth Stanley

The meeting opened with prayer led by Joe.

The minutes from the June 8, 2005, Vestry meeting were approved as circulated.

**Agenda Item 1: Rev. Ruth Stanley on Leadership Skills and Coaching through a Change Process**

- In addition to being an Episcopal priest, Ruth is a licensed clinical social worker with training in systems theory. Ruth spoke about the services she could offer the Vestry as we enter a building expansion phase and entertained questions about Vestry members' fears about potential conflict within the congregation. Her fee is \$100 per hour.

**Agenda Item 2: Roofing, Tuck Pointing, and Window Repair Updates (Cyn)**

- **Roofing.** The roof is not quite finished yet. The project is taking longer than anticipated.
- **Tuck Pointing and Window Repair.** Estimates are not in yet. Once we have the estimates, we'll start putting the numbers together for the grant application.

**Agenda Item 3: Next Steps from Joint Vestry/Expansion Feasibility Group Potluck and Discussion (Rick)**

Rick proposed the creation of four groups based on the discussions of the joint Vestry/Expansion Feasibility Group (see handout). We decided that the first two groups, both called Sacred Vision/Sacred Space were really one group with two subgroups, one that dealt with financial feasibility, the other with space planning. After much discussion, we also decided that the other two groups, the adult education committee and the evangelism committee should be handled separately from the Sacred Vision/Sacred

Space group. A motion was made to add the adult education responsibilities listed on Rick's handout to the duties of the existing education committee; it passed unanimously. A motion was made to revitalize the evangelism committee as described on Rick's handout, and it passed unanimously. Finally, a motion was made for the Executive Committee of the Vestry to nominate members of the Sacred Vision/Sacred Space subgroups and bring those nominations to the August Vestry meeting for approval, and it too passed unanimously.

### **Treasurer's Report (Mark)**

- **Bookkeeper.** The person Mark interviewed several months ago has not contacted him again. He will contact the person who does the accounting at St. Philip and St. James.
- **Audit.** The Bishop is now requiring a yearly audit. Kathy Fleming and her husband will do ours this year. Nicola questioned whether having a parishioner conduct the audit raised an ethical conflict; Sally noted that diocesan rules allow small parishes that can't afford an outside auditor to have their audit conducted by a parishioner.
- **Finance Committee.** Mark noted that the Finance Committee needs to be revitalized; it has had the same members for the past five year.
- **Cash Flow.** Mark noted that cash flow was okay for April and May. South in your Mouth brought in approximately \$1400.
- **New Treasurer.** Mark indicated his need to step down as Treasurer. Mother Connie noted that Mark has served as Treasurer for seven years. She stressed the importance of our getting an accountant on board so that once a new treasurer is on board, all he or she will have to do is review the figures and report each month.

### **Rector's Report (Mother Connie)**

- **Swamp Coolers.** Mother Connie noted that the swamp coolers need to be oiled and asked for help in getting that done before a wedding the coming weekend.
- **Catechumenate** will go forth this fall.
- **Priest Associate.** Because of her daughter's illness, Mary Delaney can no longer serve as Priest Associate. Richard Valantasis would like to serve in that role. A motion to have Richard be Priest Associate was made and passed unanimously.

- **St. Elizabeth's School.** Walter McCoy is now here. We are looking at a building around the corner from St. Andrew's to possibly lease. We are also broadening the Board of Directors.

#### **Deacon's Report (Mother Sally)**

- **Loaves and Fishes Sunday** is on July 31<sup>st</sup>. The Bishop has recommended that we use the whole month of July to educate on the issue of hunger – global, national, and regional.

#### **Senior Warden's Report (Rick)**

- Rick had nothing further to report.

#### **Junior Warden's Report (Cyn)**

- Cyn had nothing further to report.

The meeting adjourned with prayer led by Maryann.