

St. Andrew's Episcopal Church
Vestry Meeting – October 17, 2007

Present: Deacon Sally Brown and Deacon George Magnuson. Senior Warden Tim Croasdaile and Junior Warden Greg Geissler. Maryann O'Brien, Ann Luke, Diana Solomon, Mary Buck, Roger Kilgore, Kevin Fletcher, Susan Backus and Mike Kornelsen

Absent: Deb McVicker. Treasurer Kathy Fleming.

Attending: Clerk Cheak Yee. Search Committee Co-Chair Sue Kilgore, and Steve Kick.

The meeting convened at 6:35 p.m. with opening prayer.

Comments from Steve Kick. Recent public attention to the health dangers of second-hand smoke in the context of legislation banning tobacco smoking in public places naturally leads to consideration of the liturgical use of incense in our Anglo-Catholic traditions. After some personal investigation, Steve noted that the particulate and other components of incensing are regrettably quite comparable and, while this is not yet a matter of formal or legal import, the Vestry ought to be aware of the implications. Senior Warden Tim concurred that, since the asbestos abatement controversies of decades ago, respiratory health will always be an arena of proper public attention and the smoke of incense usage must therefore be a concern of ours. In the discussions following, various aspects were considered:

- 1) while the 9 a.m. liturgy is always an option, at the 11 a.m. liturgy, perhaps a pattern of more limited usage could be evolved, for example only at major feasts;
- 2) a different type of incense might be an option, as the varieties used in liturgies of the Orthodox churches produce less smoke while still providing fragrant scent;
- 3) with the clergy transitions upcoming for an Interim Rector and then a new Rector, a time of transition will naturally arise to adjust our own liturgical practices;
- 4) the distinctiveness of incense in Anglo-Catholic worship is quite pronounced and we will need to consult closely with parishioners for their ideas and preferences; and,
- 5) there may yet be time in the design phase of our Sacred Vision, Sacred Space renovation to see if improved ventilation as a construction option exists or is cost-effective.

Report of the Search Committee. Co-Chair Sue Kilgore indicated that 57 responses to date had been received so far on the nearly 200 surveys made available (by email and hard copy) to the parishioners. The plan is to summarize the responses and present them during a series of meetings from 5-14 November to parishioners to solicit further clarifications/additional comments. For this to be effective, these need to be small-group sessions of 10 or so attendees, so sign-up sheets will be used to set them up. Assuming this process reasonably seems to confirm our Parish identity and desires/goals, then the composition of the Parish Profile can commence and be ready for issuance in January, 2008. While that Profile will be reviewed with the Vestry and be available to the Parish, it will not be subject to further extensive processing/ratifying steps.

Co-chair Sue expressed her sense that the Search Committee as a group and a process is working together and on subcommittee taskings relatively well but does not quite feel, at least to her, fully “in the groove” yet. Perhaps another day-long retreat for the Committee mentored by

Deacon George would achieve that sense of smooth synergy as the Committee moves from completing the Profile to the stage of focused reviewings on potential candidates.

Minutes Approval. Clerk Cheak has distributed draft Minutes for the September 19, 2007 Vestry Meeting; this draft was moved, seconded and adopted. No action was taken on the draft Minutes for the June 20, 2007 Vestry Meeting, nor for the July 18, 2007 Vestry session (at which a quorum had not been present).

Report of the Treasurer. Treasurer Kathy was unable to attend, and the copies of her unaudited financial report had been prepared but had just been misplaced. Senior Warden Tim was able to offer a general summarization: we continue to make progress reducing our projected deficit as the rate of weekly collections has risen although individual pledging does lag in certain cases. Our slow/steady catch-up relative to the projected budget deficit rests much on the salary savings from the protracted delay in acquiring an Interim Rector. The refund check to James Vogelzang has been dispatched and no comment has been received thereon.

Report on Sacred Vision/Sacred Space. Task Force Chair Roger distributed and led discussion on design development plan handouts; we are moving from the initial schematics (a 1st phase) onto the 2nd of 3 phases (with the last being the actual construction documents on which bidding will be based). These drawings permitted the Vestry to focus on the latest strategic decisions for space usage, as well as the elevations (a term for graphical representations) of both interiors and exteriors in some detail –

- a) the cost estimates are slightly increased (perhaps \$40,000), mostly due to clarifications on furnishings (altar railing, pews, chairs, etc.) as well as an allocation to cover temporary alternative worship space/ arrangements;
- b) the overall area is slightly enlarged to benefit the sanctuary (so as to facilitate liturgical choreography);
- c) the overall cost may eventually rise by as much as a total of \$100,000 as the former rate per square foot may not apply by the time construction bidding occurs; and,
- d) accordingly, the projected project budget is now shown at \$1,700,000 (a 6.25% rise), which we can hope will be defrayed by the success of the Capital Campaign pledging (which exceeded that goal by \$160,000).

During discussions, it was clarified that the initial plans for the new rose window in the sanctuary area are to install clear glass; stained glass design and installation as (expensive) leaded windows could occur later as feasible. The possibilities for conserving the current stone altar and wooden altar railings were considered with some of the practical difficulties involved noted. It was moved, seconded, and adopted to approve the design plans and the increased budget as presented with the intention that wherever possible our existing features/fixtures in the sanctuary area especially be retained/utilized.

Report of the Deacons. Fr. George expressed his deep appreciation for the opportunity to devote his transitional period working with his parish family at St. Andrew's. He has been focusing on evangelism, on the catechumenical class, on pastoral care and sermon preparation, and on working with staff. Mother Sally was happy to report that the catechumen process is making good progress and infused with good energy.

Report of the Junior Warden. Junior Warden Greg confirmed that the shelf for candelabra on the wall behind the altar is sufficiently weak that we will maintain the lighter/fewer (4) wooden ones customary for Lent until after the structural renovations. He noted that one of the slate roof tiles has apparently slipped and leaking was recently observed during a rain. Also, the boiler unit is not reliably functioning and so he will check to see if the pilot light is irregular. Our part-time Sexton Luka Bokok has been recuperating from pneumonia so that routine maintenance, especially of the grounds as autumn is setting in, may lag until he is fully recovered.

Report of the Senior Warden. Senior Warden Tim advised the Vestry that Interim Rector-designate Rev. Carol Meredith and her husband Howard plan their relocation to Denver to be by the 30th or 31st of this month; her first Sunday at St. Andrew's will be to attend in the pews before taking up her liturgical leadership the next week. Deacon George will be ordained a priest on December 8th and, with Diocesan approval, he may be appointed as Assistant Priest for St. Andrew's thereafter. Mother Connie had been using her own personal desktop computer in the Rector's office and of course she recovered that on her retirement. It was moved, seconded, and adopted to purchase a desktop computer for the Rectorship.

Report on Site Considerations. The latest version of the Memorandum of Understanding between the Parish and the Denver Urban Land Conservancy (DULC) was distributed; this has been reviewed and approved by the Patton Boggs, LLP, the legal firm of record for the Parish, as well as by DULC. We are preparing a draft joint Letter of Intent for \$1.4 million to acquire the adjacent parking lots; in principle, we could readily bid up to \$1.5 million. Half of such an amount would be a cash downpayment, with respectively \$350,000 coming from the Parish (per approvals by the special Parish meeting of August 19th which had ratified preceding actions by the Vestry and Endowment Committee) and an equivalent amount from the DULC.

Given the premium for our near-downtown locale, there was discussion whether this bid amount would in fact prove sufficiently competitive for the trustees of the estate determining the fate of these vital lots. While, of course, we cannot yet be certain, it was the sense of previous conversations that the heirs are aware of the relationship of the decedent as a parishioner and are likely to consider our bid seriously if we are at least in the ballpark; it is believed this bid will be hopefully in that range.

It was moved, seconded and approved to adopt the Memorandum of Understanding between the Parish and the DULC. It was moved, seconded and approved to proceed with an initial joint bid of \$1.4 million for both the adjacent parking lots, as well as a ceiling of \$1.5 million.

Senior Warden Tim reminded the Vestry to continue promoting the upcoming Annual Parish Auction.

Senior Warden Tim announced that the outgoing Vestry members (Maryann O'Brien, Mary Buck and Roger Kilgore) are appointed, as is our custom, as the Nominating Committee to canvass our parishioners seeking individuals willing to serve three-year terms on the Vestry. Elections will be at the annual All-Parish Meeting in January.

It was moved, seconded, and approved to acquire appropriate gifts to thank Frs. Larry O'Donoghue and Richard Palmer who have served so vitally as our (retired) supply priests these five months, indubitably easing the transition since Mother Connie's retirement with their familiarity to us all as

fellow parishioners. The Vestry will supply the festive refreshments for a Coffee Hour in their honor on All-Saints' Sunday November 4th.

Senior Warden Tim reported that several of our leadership cadre were able recently to visit Church of the Holy Redeemer and the facilities will generally be adequate as an alternate worship site. The much-diminished congregation worships at 10:00 a.m. and so further consultation with Fr. Rick Kautz will now be in order to work out coordinations. Mother Connie had been a member of the Diocesan consultancy reviewing the prospects and possibilities for this parish, which is the closest to us in geographical terms and the oldest in Denver (*holyredeemer.org*); we may wish to consider establishing a formal "parishes-in-mission partnership" relationship with Holy Redeemer as such might be found feasible/appropriate. It is likely that, in any event, this may be our alternate site for 12-16 months after Easter, 2008.

Senior Warden Tim asked for Vestry members serving as the formal Liaison with the various Parish ministries/activities to report briefly –

- 1) conversations are continuing and hopeful for involving/supporting our young families;
- 2) Adult Forums are scheduled and a good attendance is expected for the upcoming session on Mary Magdalene;
- 3) a 3-year and a 4-year vacancy on the Endowment Committee will need to be filled and it is believed that Skip Meyer and John McVicker have agreed to serve (and would thus be elected at the next Vestry meeting);
- 4) the catechumen classes have had good attendance and programs;
- 5) for the first time, St. Benedict's Guild of ushers and lectors has an adequate roster; and,
- 6) our Lay Eucharistic Visitors are convening for the seasonal kick-off dinner/orientation.

It was moved, seconded, and approved to request the Sacred Vision/Sacred Space Task Force review options for improved ventilation to accommodate continued liturgical usage of incense.

After a closing prayer, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Cheak Yee, Clerk