

**St. Andrew's Episcopal Church  
Minutes of Vestry Meeting  
May 17, 2006**

**Present:** Rick Larson (senior warden), Jonathan Coldren, Greg Geissler, Mike Kornelsen, Constance Delzell (rector), Cyn Croasdaile (junior warden), Christy Cisneros, Jennifer Barker, Nicola Donaven, Sally Brown (deacon), Maryann O'Brien, Roger Kilgore, Kathy Fleming, and Mary Buck

**Absent:** Cheak Yee (clerk)

**Opening.**

Nicola offered the opening prayer. The minutes for the April 5, 2006 vestry meeting were approved as circulated. The agenda for the May 17, 2006 vestry meeting was approved with the addition of a brief summary of Bishop O'Neill's May 16 meeting for the laity regarding the Windsor Report.

**Unified Fundraising Campaign Update.**

Eric Frame, Steve Kick, and Skip Meier will serve as the committee for this campaign. The campaign goal is \$60,000: \$25,000 for our Historic Denver Grant match (i.e. building restoration); \$25,000 for the Doing His Time/Vogelzang grant match; and \$10,000 for additions to the organ.

The campaign will be called Keeping Faith: Body, Heart, and Soul, with the body being the physical church, the heart representing reaching out, and the soul representing worship (which involves the organ).

It was moved, seconded, and approved that Mother Connie will announce this campaign on Sunday, May 21, so we can commence it sooner

**Sacred Vision/Sacred Space Report.**

Roger Kilgore provided an update on the SVSS committee activity. Currently they are researching two courses of action. One is to purchase the land on either side of the building, and they have been in discussion with a commercial real estate agent regarding this. Another possibility is to lease the land on both sides with an option to buy. Roger asked the vestry for clarification that these types of research and exploration activities were within the scope of the SVSS committee responsibilities; the vestry agreed that they were.

SVSS has also asked Ethan Anthony to submit a proposal and sketch of a building expansion within our proposed budget of \$1.6 million.

Roger also brought up the potential need for a special congregational meeting to approve the spending of \$48,391.81 of an undesignated bequest of \$193,279.22 that we received in 2004.

Further discussion clarified that we are not asking for congregational approval to simply withdraw money from the endowment fund, but for approval to withdraw the \$48,391.81 (or 25% of this particular bequest) that the vestry, Endowment Committee, and the congregation designated for building expansion. The same amount of money from the bequest was designated for building repairs at the 2005 annual meeting and was approved by a 2/3 vote of the vestry, a 2/3 vote of the Endowment Committee, and a 2/3 vote of the congregation. That special vote overrode our articles of incorporation for this bequest only.

We have a 2/3 vote from the vestry and a 2/3 vote from the Endowment Committee to use \$48,391.81 for building expansion needs. According to our bylaws, we need a 2/3 vote from the congregation in order to use these funds as we originally designated, for building expansion.

It was duly moved, seconded, and approved that we have a special meeting of the congregation on June 18, 2006. Notice of this meeting will be provided 28 days in advance of the meeting, in accordance with our bylaws.

### **Summary of May 16 Bishop-Laity Meeting.**

Maryann, Mike, and Rick all provided their perspective on yesterday's meeting between the bishop and the laity. Although some challenging questions were raised regarding the Windsor Report, the Anglican Communion, and the decentralized power structure of the Episcopal Church, the consensus was that the general tone of the meeting was very positive, and it was well worth attending. Approximately 25-30 people from St. Andrew's attended.

### **Rector's Report.**

Mother Connie thanked all those who attended the High Plains Regional Confirmation on Saturday, May 13, for their support of the confirmands. She reported that we are down to two candidates for the position of parish administrator; both are from out of state, and their interviews have been scheduled for the first (full) week in June. John is working hard to get everything perfectly ordered and aligned with the universe before he retires.

The Evangelism Committee had its first meeting and the report was very positive. Mother Connie also provided an updated on St. Elizabeth's School. They are in contract negotiations with Clayton College for the use of some of the buildings, and the negotiations should be complete soon. St. Elizabeth's received a substantial donation, and is having a fundraiser Sunday, June 21 at St. Thomas Episcopal Church.

### **Deacon's Report.**

Mother Sally announced that the Outreach Committee had decided to make grants from their line-item budget twice a year rather than quarterly. The committee spent \$1500 as follows: \$400 Konbit (St. Paul's, Haiti); \$350 Sudan Mercy Project; \$250 Metro CareRing; \$250 DenUM; and \$250 Sudanese Community Church. These allocations reflect a commitment to global and local concerns.

Samaritan Saturday was May 13 and 13 people from St. Andrew's participated in service projects at World Vision, Denver Inner City Parish, St. Francis Center, Metro CareRing, and St. Luke's (sewing project).

The next IHN rotation is June 4 through June 11, and **all** parishioners are strongly encouraged to get involved. On Sunday, Sally will briefly speak to the need for many parishioners to remain or get involved in outreach activities as we grow.

Sally announced that she was the Standing Committee appointee to the Colorado Episcopal Foundation board.

### **Senior Warden's Report.**

Rick reminded everyone that the security system is now armed for the church and the undercroft; the two panels are independently operated, so if one is armed, the other may or may not be armed.

Martha Bollenbacher (Endowment Committee) will attend the vestry meeting in July to discuss the distribution of income from the endowment.

Rick distributed copies of an acceptance of renunciation and declaration of removal for two former priests of the Episcopal Diocese of Colorado; it is standard practice for all vestries in the diocese to receive a copy of these forms.

Rick also distributed information on giving trends over time in the diocese and in St. Andrew's, with some interesting demographic information.

### **Junior Warden's Report.**

Cyn reported that four people assisted with the garden clean-up day on May 13; many who might otherwise have assisted were at the regional confirmation. The hole in the undercroft wall will probably not be filled in until June, as that is the first date a repairer might be available. As the hole does not adversely affect any mechanical or building systems, waiting till June is not a maintenance problem.

Cyn raised the possibility of hiring a full-time or part-time groundskeeper rather than solely relying on volunteers. After discussion, the vestry decided that this is something to consider for next year's budget (or perhaps the following year), but not something we will act on now.

### **Treasurer's Report.**

Before we reviewed the April financials, we approved the following resolution: Be it resolved that Katherine L. Fleming, by virtue of her appointment as Treasurer of St. Andrew's Episcopal Church, and Ricky Larson, by virtue of his position as Senior Warden, shall be authorized signers on church checking, savings, and/or any similar accounts. Be it also resolved that Mark Miliotto and Steven Schnepel be removed as signers, as they have concluded their tenure as Treasurer.

This resolution was unanimously approved and passed by the vestry of St. Andrew's on May 17, 2006.

Kathy distributed balance sheets, current statements of income, and a financial review she has prepared that compares each quarter of 2004, 2005, and 2006. Notable items: The endowment fund balance is \$159,910; the -\$500.00 in fundraising income represents the security deposit for the auction space; and our pledge & plate numbers were higher than expected. Our income is currently - \$13,089; however, some of the deficit is due to timing and some is due to the way one-time items are budgeted monthly.

Kathy wants to plan next year's budget to better reflect seasonal changes and events, such as higher income in Holy Week and Easter, or higher utility or insurance bills at different times of year. The vestry was all very much in favor of this. Kathy is also currently regularly monitoring the account balances so she can prevent any major cash flow fluctuations.

Kathy announced that the Finance Committee is now active; current members are Tim Croasdaile, Bob Thibault, Andy Seelaus, and Jim Anthony. The Finance Committee meets just before the vestry, so that advice and issues can be communicated to the vestry in a timely way. Also, Tim Croasdaile has agreed to head the audit committee.

### **Other Business.**

Roger announced that he and Kris Newquist would no longer be coordinating the sales of the grocery certificates; he is looking for a volunteer to make a one-year commitment to this project.

Maryann announced that despite the impending departure of Richard Valantasis and Janet Carlson, EIAF would continue. Susan Backus will chair the committee. They have a summer book discussion series planned, and are accepting volunteers as well as suggestions.

**Closing.**

Jonathan offered the closing prayer, and the meeting was adjourned

**Prepared by:** Nicola Donaven (acting clerk)