

Emmanuel Episcopal Church

Rapid City, South Dakota

April 25, 2016

Call to Order: The meeting was called to order by Senior Warden Michael Luciano at 6:27 p.m.

Opening Prayer: Fr. Chris and the Vestry prayed A Litany for the Mission of the Church from the Book of Occasional Services.

Vestry members Present:

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| 1. Michael Luciano, Senior Warden | 6. Peter Hansen |
| 2. Bob Ermish, Junior Warden | 7. Stewart Flanery |
| 3. Brian Allen | 8. Lynn Lafferty |
| 4. Kelli Trebil | 9. Jamie Clapham |
| 5. Richard Hatzenbuhler | 10. Julie Grundhoffer |

Vestry Members Absent: Richard Jones and Lynn Von Wald (both excused)

Non-Vestry members present:

1. Fr. Chris Roussel, Rector
2. Deacon Virginia Bird
3. Kim Morey, Treasurer
4. Thom Hellmer, Stewardship Chair

March Minutes:

The March, 2016 Minutes were distributed to Vestry members via email prior to the meeting.

ACTION TAKEN:

Motion and seconded to accept as written (*Hatzenbuhler/Allen*). Motion carries.

Stewardship Update:

Stewardship Chair Thom Hellmer gave an update on the progress of the 'Time and Talent' portion of the 2016 Stewardship Campaign. A new ministries booklet has been utilized with special emphasis on increasing participation from new parishioners. Ministry volunteer sheets from the booklets have been turned into Office Manager Nanette Branch who has, in turn, provided copies to the appropriate ministry leaders. Thom will follow-up with those ministry leaders to ensure that contact has been made with new volunteer participants of the various ministries.

For the 2017 campaign, Thom anticipates inviting ministry leaders to speak each Sunday during the announcement time at services to explain the purpose and nature of their ministry as a way of encouraging greater participation.

Thom also reported on the final financial information for the 2016 Stewardship Campaign. Those figures have been reported in previous meetings and minutes. Thom also reported that in compliance with the wishes of the Vestry and the Strategic Planning initiative, he looks forward to receiving a proposed budget for 2017 to incorporate into the Stewardship Drive in the Fall.

Treasurer's Report:

March Treasurer's Report and Balance Sheet was provided to the Vestry via email prior to the meeting offering explanation of items which were significantly over/under budget. Treasurer Kim Morey reported that revenues are ahead of schedule for the year while expenses are on track as expected.

Kim reports that Bookkeeper Betty Welke has made tremendous progress in cleaning up the financial records of the parish.

ACTION TAKEN:

A motion was made and seconded (*Lafferty/Flanery*) to accept the Treasurer's Report as provided. Motion carries

Deacon's Report:

Deacon Virginia Bird reported that after meeting with Fr. Chris and Bishop John Tarrant, she is discerning a call to the priesthood. Deacon Virginia has served as a permanent deacon for 28 years and has received much encouragement over the years to consider priestly ministry. Through prayer and 'God's persistent nudging', Deacon Virginia desires to enter formal discernment with Emmanuel Parish and the Diocese of South Dakota. As required by Canon III.8.2.a her entrance requires 2/3 of the Vestry's consent.

ACTION TAKEN:

The support from the Vestry by the signing of a prepared document was unanimous. Of the two members absent, one signed the document earlier in the day and the other gave verbal consent which has been noted on the document itself.

Senior Warden Report:

Senior Warden Michael Luciano reported on a situation which has arisen concerning Emmanuel's grant award to the Hope Center. The vital points of the issue are:

- The Grants Committee recommended and the Vestry approved a \$10,000 grant for the Hope Center's new homeless mentoring program with a stipulation that it is a matching grant. The \$10,000 would only be awarded when the same amount had been secured by the Hope Center.
- The matching grant requirement had not been required in the past, but was in this instance because it was believed at the time that the Hope Center was still

under the financial and governing authority of First United Methodist Church (which we have since learned is no longer).

- The letter announcing the award and matching requirement sent to the Hope Center in January, 2016 was never received by the Hope Center.
- An Emmanuel parishioner who also volunteers at the Hope Center had heard at the Annual Meeting of Emmanuel that the grant had been awarded, but she was not aware of the match requirement. This parishioner-volunteer informed the Hope Center in a casual way that the award had been granted. Based on that unofficial communication, the Hope Center proceeded with its plans for the mentoring program not having received the letter outlining the stipulation.
- Senior Warden Michael Luciano had communications with the parishioner involved, the chair of the Grants Committee (Roger Wilson), and a Grants Committee member and former Senior Warden Steve Flanery to gain clarification on the reason for the matching requirement.
- Luciano expressed to the Vestry that formal action on their part would be required for any changes to the matching grant requirement if they so desired.
- Discussion and questions from the Vestry was held.

ACTION TAKEN:

A motion was made and seconded (*Allen/Clapham*) to match dollar for dollar the first \$5,000 raised by the Hope Center with another \$5,000 awarded to them if the first \$5,000 requirement is met. Motion carries.

Michael Luciano also reported that live-streaming of the 10:15 a.m. Sunday service has also begun. The service is free, however, the live streaming is occasionally interrupted by commercials. He will continue to investigate options for the live streaming service

Junior Warden Report:

Junior Warden Bob Ermish reported that May 22 will be the Parish-wide clean-up day. A list of projects is being gathered. A sign-up sheet will be posted this coming Sunday.

A proposal from Johnson Controls for the addition of two security cameras at the rear alley entrance and main front door entrance for \$3,800.00 was reviewed and discussed.

ACTION TAKEN:

A motion was made and seconded (*Lafferty/Trebil*) to accept the proposal with funding to come from Account 3000.14 'Building Fund Balance'. Motion carries.

A television monitor is being installed in the Parlor for live streaming of the services for anyone who would like to step outside the sanctuary during the services. The monitor will also be used for computer aided presentations.

Network cabling has been completed for the video monitoring equipment in the library. The system had been utilizing a telephone line which added an inordinate amount of

time to uploading of videos to the internet and would have prevented the opportunity for quality live-streaming of services.

The tuck-pointing project has been completed. The job done by Karr, Inc. was excellent.

Restroom signs have been installed in two areas to help guide visitors and guests. A nursery sign will also soon go up near the front entrance.

The Cross and Crown Window behind the organ pipes is lit by a series of bulbs and wires which may not meet code. Ermish will seek a proposal from an electrician to rewire the area. It is also his desire to have the area cleaned up. Kelli Trebil recommended use of LED lighting to reduce the amount of heat and the need to change bulbs.

Ermish requested that the Vestry establish a spending limit threshold for the Junior and Senior Wardens since they have church credit cards in their possession. Discussion was held. A motion was made and seconded (*Clapham/Hatzenbuhler*) to set the limit at \$500. Further discussion was held regarding the need to establish a timeframe with the limit. Clapham withdrew her motion.

ACTION TAKEN:

A motion was made and seconded (*Trebil/Clapham*) to establish the spending limit at \$500 per purchase, not to exceed \$1,000 of spending in any given month. Motion carries.

Rector's Report:

Fr. Chris thanked the Vestry for their faithful support of his attendance at the recent CREDO retreat in North Carolina. He felt that he had grown in several areas on the retreat, one which will be outlined in his upcoming letter in the Emmanuel Light.

Lori Luciano has announced that she will retire from her position as co-coordinator of the Youth Group in the coming Fall term. Kaitlyn Janak has graciously agreed to serve with Richard Jones in that position.

Plans for the 80th Anniversary celebration of President Roosevelt's visit to Emmanuel continue. Dignitaries have been invited with only two having responded thus far (mayor of Rapid City and Police Chief) as planning to attend. No regrets as yet.

Fr. Chris asked if there were questions, comments or concerns about the proposed Employee Handbook that he provided the Vestry in the previous meeting. No issues were raised or discussed.

ACTION TAKEN:

A motion was made and seconded (*Flanery/Grundhoffer*) to accept the Employee Handbook as written. Motion carries.

Discussion of the Food Certificates Program which had been tabled at the March meeting was again tabled until the May meeting.

Fr. Chris reported that the bishop has asked him to serve as Convener of the Deanery and preach at the September Diocesan Convention.

ACTION TAKEN:

A motion was made and seconded (Lafferty/Flanery) to adjourn at 8:31 p.m. followed by the Lord's Prayer.

****Next Vestry Meeting will be Monday, May 16 at 6:30 p.m.**