

Grace Memorial Episcopal Church

Vestry Meeting

September 19, 2017

Minutes

Members of the Vestry

Gale Beagle, Jr. Warden
Andrew Eschelman
Robin Gault
Phillip Koop
Steve Lovett, Sr. Warden
Nora McLaughlin
Peyton Snead
Rebecca Wong

Members of the Vestry Absent

David Goodrich
Charlene McGee

Clergy

The Rev. Martin Elfert
Ken Powell

Others

Curt Germundsen, Treasurer
Matthew David Morris
Alicia Perkins Lehrle, Clerk

1. Formation

1.1 Opening Prayers

- The meeting was called to order at 6:10pm, and Martin introduced Matthew David Morris, a field education student studying at Iliff School of Theology in Denver. He lives in Portland and is telecommuting with periodic trips to Denver. He will be at Grace for 5 to 10 hours per week in a variety of roles from now through the Spring. After greeting Matthew David, there was reading from Acts in an abbreviated form of lectio divina, followed by an opening prayer from Martin.

2. Minutes

2.1 Approval of the Minutes

- Becky and Nora offered corrections to the minutes of August's meeting. Nora moved the minutes be approved as corrected and Elyssa seconded the motion. There was no further discussion, and the motion passed unanimously.

3. Items

3.1 Campus-Wide No Smoking Policy

- At a previous meeting, Gale proposed a no smoking policy for the campus. Martin had Jackie check with all user groups regarding the proposed policy change, and all were in favor of it. Becky made a motion to prohibit smoking on the Grace campus and install appropriate signage, and Gale seconded the motion. There was no further discussion, and the motion passed unanimously. It was suggested the policy change be added to the bulletin and/or newsletter.

3.2 Check-In Regarding Street Roots Partnership

- Alice is very happy to be at Grace during coffee hour on Sunday, and many positive comments were made regarding her presence. After some discussion, it was decided no motion was needed to allow her to continue to sell Street Roots during coffee hour. The vestry will reevaluate the relationship in a year.

3.3 Financial Stewardship/Preliminary Discussion of 2018 Budget

- Martin will soon be ramping up for the stewardship campaign following the same model of the last few years. He noted the model should probably be changed for next year. This year, he will ask speakers to talk for 350 words rather than a specific time period as this is less daunting for most people. He will begin having speakers at the beginning of October with the Stewardship Ingathering of pledges (Consecration Sunday) occurring at the end of October. A question was raised as to whether or not the vestry should share the financial goal of the parish. The pros and cons were discussed, and it was suggested to highlight increasing the budget for particular programs but to keep it on a smaller scale. Providing section leads for the choir was one suggestion as an example. It was agreed larger projects or programs would need greater lead-in time. A public thermometer was another suggestion as was an anonymous chart of giving levels, which might inspire parishioners to raise their giving to the next level. Knowledge of giving levels was generally considered useful data and might help people feel more a part of the parish. Martin commented he has seen a budget presented as prose and will e-mail the sample he has to the vestry. A prose format might also encourage more pledgers, if the budget is easy to understand.
- The method of counting the offering after church was not working well, and other alternatives are being sought. A drop box, which can be fastened to a wall, most likely in the inner sacristy, is a solution worth trying, and Jackie will order one for Grace. Two keys are provided with the drop box, and it was suggested Jackie keep one and the other key holder determined at a later date. Jackie modified the Trinity cash-handling policy document, and it was reviewed by the vestry. Matthew David asked if Grace had ever used the "square" for taking offerings as they do at St. David's of Wales. He said it is made available during coffee hour at St. David's and has proved to be popular. Martin will look into the

possibility of one for Grace. The question of background checks for those handling money was raised. This practice has fallen by the wayside but will be re-implemented. Further discussion of the cash-handling policy revealed it does not address how checks are handled, so Martin will have Jackie revise the document and send the draft via e-mail to the vestry. At the end of the discussion, Curt noted he would like to have the church endowment fund discussed in the future.

3.4 Lease for GI Artist In Residence

- Holly Puckett found a generic lease agreement, which she feels is suitable to be executed for Daniel's rental of the Halsey House. He will pay utilities but no rent, and the lease will be on a month-to-month basis. The parish will still have access to the living room of the house for meetings and classes. Nora moved to accept the lease on a month-to-month basis as discussed, and Elyssa seconded the motion. There was no further discussion, and the motion passed unanimously.

3.5 Campus Security

- Steve noted it is a fine balance between the church being open and accessible but still secure. The possibility of security cameras was raised or perhaps another type of security. Martin said he has asked Jackie to price security cameras. He would like to be able to take screen prints of individuals behaving in a threatening manner so the photos could be distributed to user groups. It was pointed out anyone feeling threatened should call 911, who have responded quickly in the past. The basement door should always be locked, but sometimes it is not or has been propped open for user group activities. Reinstalling the bell on the courtyard gate was raised as a possibility. The lack of a system for locking up at the end of the day was raised as a concern. Martin said there is a policy for locking up, but it needs to be made available. Matthew David said a white board is used at St. David's for individuals and groups to check in and out. Steve suggest a sub-group to develop a policy, and Martin will work with Steve to develop a committee.

3.6 Assistive Listening System

- Martin reported an assistive listening system can either broadcast to hearing aids or have an option to use headphones. A quote for a system was obtained the past and was about \$4,500. Martin will do some more research and is also looking into a lighting upgrade in the sanctuary.

3.7 Moment of Grace

- None this evening due to a scheduling mishap.

3.8 Auction Update

- Peyton reported ticket sales are up to about 100, and there are 12 or 13 live auction items. Volunteers are needed especially for clean-up and set-up. Kids will be used as runners as in past auctions. He will coordinate with Stokes but asked for help with the booklet, which Martin thought Jackie could provide. Becky asked for grocery bags with handles, and also talked about the types of volunteers needed. At the end of the auction discussion, she said Grace Institute will need new board members and will make sure resumes are provided to the vestry.

3.9 November Vestry Meeting

- The scheduled date for the November vestry meeting is the week of Thanksgiving, and the question was raised of possibly changing it to the week before. After some discussion, the November vestry meeting was tentatively set for November 14th. Becky also noted Geoff Sasser will be in town October 8th and would like to meet with the vestry and discernment committee, if possible.

3.10 Rector's Report

- Martin reported the youth group is meeting again, and Holly has led the group in a visioning process. It looks to be another great group of kids. The young adult group has also met with 14 attending, 11 of which are new in the last 2 years.

3.11 Jr. Warden's Report

- A bathroom has been painted by Gale, with Peter Fleming's aid, and Gale has been doing other repairs and cleaning as well. He has more of the same lined up and hopes to schedule a parish work day soon. Appreciation for his all his work was expressed.

3.12 Treasurer's Report

- Curt is setting up regular meetings with Jackie and will review reports before sending them out to the vestry. He hopes to have more information at the next meeting. He expressed concern at not seeing the Foundation management fees recorded as being received and will check with Jackie about it.

After a closing prayer by Martin, the meeting was adjourned at 7:35pm.

Respectively submitted,

Alicia Perkins Lehrle, Clerk