

Grace Memorial Episcopal Church

Vestry Meeting Minutes

March 19, 2019

Members of the Vestry

Elyssa de la Cruz
Andrew Eshleman, Sr. Warden
Robin Gault
Curt Germundsen, Treasurer
Phillip Koop
Charles McGee
Nora McLaughlin
Peyton Snead
Louise Tippens
Ben Snead, Youth Representative

Clergy

The Rev. Martin Elfert

Others

Alicia Cash
Ashley Smith
Alicia Perkins Lehrle, Clerk

Members of the Vestry Absent

Cameron Denney
David Waldow

Prior to January 15, 2019 Vestry Meeting

Approval of the Minutes

- The minutes from the February 19, 2019 Vestry meeting were distributed and discussed via e-mail prior to the current meeting. Curt moved to accept the minutes as amended, and David seconded the motion. The motion passed with an e-mail vote on March 5, 2019.

1. Formation

1.1 Opening Prayers

- The meeting was called to order at 6:07pm and began with a reading from Acts in an abbreviated form of lectio divina, followed by an opening prayer from Martin.

2. Items

2.1 Grace Institute Discussion

- Ashley Smith provided some information about her background; she was a studio artist and came to Grace about 15 years ago through her children's involvement with Art Camp. She is now in her 4th year as the Executive Director of Grace Institute (GI). She presented a brief history of GI and Art Camp, and noted Art Camp is now in its 23rd year. GI operates with a half a million dollar budget, and both Alicia Cash and Ashley are GI board members. She wants the Vestry and GI to have the same set of facts regarding GI especially with the campus development project in mind, and feels GI is ready to move into its next phase. She would like to bring a greater awareness of GI to the church, artists and neighborhood.
- The Vestry complimented Ashley for her success with the program, and there was a brief discussion. A gift from the Watt Edwards Family in 1999 established an initial endowment of \$1,000,000 to fund GMEC outreach through GI. The fund, managed by the GMEC Foundation, has increased by about \$50,000 since then. Due to increased costs, Art Camp tuition was raised this year to \$375 per camper per session. Several Vestry members noted Portland has money available for summer camp programs, and it was also suggested interns from colleges may be available as staff members for Art Camp. It was suggested the non-profit or non-sectarian aspect of Art Camp be stressed in communications rather than using the term secular.
- Alicia Cash introduced herself as the GI Board Secretary, and confirmed she is also serving as Treasurer. She said the biggest challenge facing GI is to keep Art Camp functioning during campus redevelopment. A suggestion was made to possibly partner with Portland Public Schools or another organization if the Grace campus is not available. She added the Board is in the process of reviewing the multiple iterations of the by-laws for GI, which is a project to be addressed by the Vestry and GI Board. Also, additional Board members may be added to the GI Board.
- Andrew thanked Ashley and Alicia for their presentation and stressed the importance of open communication between the Vestry and GI.

2.2 Reaffirmation of Communication Covenant

- There were no concerns regarding the reaffirmation of the Vestry's communication covenant, and Curt moved to reaffirm the communication covenant as presented. Nora seconded the motion. There was no discussion, and the motion passed unanimously.

2.3 Development Discussion; e.g., additional clarity on Vestry's role, GCDC's role, workgroup's role, Martin's role

- Each partner in the GCDC should have decision making authority within prescribed boundaries. It was suggested the GCDC might present the Vestry with a list of decisions made, which need ratification by the Vestry rather than have the Vestry involved with every decision. Curt thought this system should be in place soon as decisions will be needed before long regarding contracts and meetings with the City, for example. There will be financial and logistic decisions and many types of contractual nuances to navigate, which will lead to approval on all levels of the project.

- Andrew suggested a separate meeting to discuss the decision making process. Other questions raised included who is legally representing Grace and should there be a dollar threshold requiring Vestry approval? It was felt legal counsel will be needed soon. Curt noted QUAD, Inc., in coordination with attorneys associated with the Housing Development Center (HDC), will draft documents, but Grace should have its own counsel to review the documents and advise. It's possible the Diocese might have resources Grace could use, and Steve Lovett or Ross Cornelius may have suggestions for an appropriate attorney to represent Grace. Martin added he will need guidance from the Vestry regarding decisions he may be called upon to make.
- Curt said he could do a presentation to explain this type of project from start to finish, which was agreed would be very helpful. Andrew will look for a feasible date for the extra meeting and also begin the search for legal representation for Grace.

2.4 Moment of Grace

- Peyton read from 2 Corinthians and also provided a poem by e e cummings to take away for later reading.

2.5 Auction Planning

- Andrew and Phillip had chatted prior to the Vestry meeting, and the date for the Grace Auction is Saturday, September 28th. Brad, the auctioneer from prior Grace auctions but not last year's, is available that day, and Phillip has the contract ready for signing. Phillip is willing to serve as the Grace Auction chair again this year, and Peyton moved to appoint Phillip as the Grace Auction chairperson. Charles seconded the motion. There was no further discussion, and the motion passed with Phillip abstaining. Phillip said this year's theme will mirror Art Camp's Haiti theme and added he already has a culinary contact for the auction dinner.

2.6 Draft Goals for 2019 Vestry

- A draft of goals for the Vestry for 2019 was discussed. The question of nurturing was raised; would this consist of both starting new programs and strengthening existing ones? It was noted the large Portland metro area creates a challenge for developing small groups for increased fellowship, but the importance of fellowship was also expressed. Perhaps small fellowship groups could be geographically formed. Encouraging the wearing of name tags was discussed with the possibility of providing disposable ones for those who do not yet have a permanent name tag. Additionally, information as to how to request a permanent name tag should be readily available.
- Nora agreed to work with Martin to revise the goals and share them at the next meeting.

2.7 Reports

- Grace Institute (GI) Liaison
 - No further report.
- Rector
 - Martin suggested having the GI Board and Vestry meet to further communication.

- Jeanne Kaliszewski, the prospective curate, and Martin recently had lunch, and her application process to become a curate at Grace is moving along. Martin is cautiously optimistic both for her starting at Grace in June and finding the funds needed for her salary.
- Jr. Warden
 - No report. It is hoped a Jr. Warden will be appointed soon.
- Treasurer
 - Curt did not have a report this month. Jackie is out due to her bereavement, and Avril has offered to help with financial matters while Jackie is out. After a brief discussion of bereavement policy or lack thereof, Charles moved to have Jackie's salary continued while she is away from the office for her bereavement, and Phillip seconded the motion. There was no further discussion, and the motion passed unanimously.

2.9 Other Business

- Robin and Louise will work together to provide the monthly parish update during the services on the last Sunday of the month. It was suggested copies of the letter recently sent out be available at that time. Additionally, it was felt it was important to stress the relationship between Grace, Grace Institute and Grace Foundation as many are not sure of the differences and connections between the 3 entities.

2.10 Closing Prayer

- Martin offered a closing prayer, and the meeting was adjourned at 7:50 pm.

Respectfully submitted,

Alicia Perkins Lehrle, Clerk