



The vestry was called to order by Scottie, (using a gavel, made by her grandfather), at 7:19 pm, once a quorum (2/3) was present.

Attendance

Nicholas Morris-Kliment (Rector)	X	Scottie Miller (Associate Rector)	X	Duncan Allen (Treasurer)	X	Tim Lysaght (Warden)	X
David Carnahan (Clerk)	X	Joe Barr	X	Janet Haines	X	Martin Walter	X
Phil Trussell		Jeff Murphy	X	Stefano Migliuolo	X	Nardin Baker	X
Michael Niden		Patty Smith	X			Denise DeGroff	X
Linnea Wren	X	Kimberly Rocco	X				

Organizer (Nick) Timekeeper (Scottie)

Worship/Christian Learning

We opened with the prayer of General Thanksgiving from BCP 836, led by Nick.

Information

Rector's report

see Appendix A

Nick reviewed with thanksgiving, the start of the fall, with the start of the school year, groups, missions and activities, and Christian learning, along with the "Putting Down Roots" group.

Stewardship Update

Annual appeal: We have no leader yet for the stewardship campaign, but Phil did a great job with the "We're all-in" campaign. A basic campaign will launch on Oct 21, with speakers on the next 4 Sundays, and culminate on 11/18. Letters will go out, and we will need to send acknowledgements. Nick will want to help map out and execute these tasks. Nick is taking a course at the Lily School, and is working on an 'inside-out' stewardship plan. David C, Jeff Murphy and Stefano Migliuolo volunteered.

Clarifications on reports

Jeff commented on the impact of the "We're all in" campaign. Duncan noted that we will close the year with around a \$10k deficit, and next year will be somewhat better as the dance studio will be contributing rental income.

Charles, the organist, has been working significantly to identify opportunities and potential solutions with organ builders for our aging organ. He has our thanks for his professional commitment to the church and the mission of music here.

Joe Barr reported that while Nick was away, a few committees had mentioned that they did not have sufficient access to the Rectors and staff here. The wardens and the clergy are working to improve communications, and identify times that parishioners and committees can collaborate more closely. Official office hours and clergy office hours will be the subject of an email blast.

Tim Lysaght reported that he was contacted today by another afterschool program that may use our space following Expression's departure.



Associate Rector's report

See Appendix B

Scottie reported that there are 21 kids registered for school, 6 attended the youth group start.

Treasurer's report

See Appendix C

Christian Learning/Hospitality Committee Presentation

Invite/Welcome/Connect—Kim Lysaght, John Carr, Harding Ounanian, and Stan Hitron

This program comes to us from a Texas church, and has been modified to fit our church. Recently, we have started the following: greeters(Ask Me), rearranged UPH, created pamphlets , created welcome bags at Easter/Christmas, added a google- doc to share data on newcomers, and authored a ministries guide. The Lysaghts also hosted a newcomers dinner in January.

Objectives:

1. assess our level of welcoming and identify areas for growth
 - a. Kim had us work in groups on an assessment.
2. brainstorm possibilities for becoming more welcoming
 - a. Nardin noted that our entries make poor first impression for the senses, light, air, & smell.
 - b. Linnea mentioned that we have to direct folks towards UPH, not everyone knows the lingo.

Excerpts from our brainstorming session

building maps
Playground
Declutter
kid seating in UPH
shade on the patio
have point person for weddings
one hymn child oriented
drums and cymbals for kids
during coffee hour introductions of newcomers
profile new families in the visitor, etc.
moveable cart with id cards
sign for newcomers/ ID sticker
needham times & facebook content reuse
answer phone
serve wine at coffee hour
selfie photo directory
walking tours of the church
sign showing where coffee hour is.
newcomer bag
youth group leaders to meet on Sundays
create culture where names and mistakes are ok
to go muffins for departing parishioners



Executive Session

The vestry shared viewpoints on recent personnel decisions and communications.

Closing

The vestry moved to thank Tim Lysaght for his pro-tem service as junior warden. The motion passed. He was then reappointed to vestry.

The meeting adjourned at 9:23.

DATES TO REMEMBER

Tuesday September 18, 7.15pm – Vestry, InviteWelcomeConnect
Sunday September 23 – CCN Gallery Opening: mini farmers market; artist reception
Tuesday October 16, 7.15pm – Vestry
Saturday, October 20 7pm, Building the World with Love Concert at CCN
Sunday, October 21, Fall Appeal Kick-Off
Tuesday Nov 20 7:15 Vestry

Appendix A. Rector's Report

It is a gift to be gathering again as the program year begins, and we turn our attention more fully to the leadership of the congregation as the Vestry. The energy was wonderful at our welcome back Sunday, and a number of exciting programs and events are getting ready to launch.

As I look back over the time that has elapsed since the March retreat at which we established our twin priorities – Welcome/Hospitality and Stewardship—I see that our Vestry agendas and discussions have not adequately reflected those priorities. We have met four times, our September meeting being the fifth. Those four meetings have varied widely in terms of attendance and scope. It can be a challenge to stay focused when there is so much going on in the parish, much that deserves our attention, and just barely two hours a month when we are all together. I feel strongly the Vestry has chosen the right priorities, and will do all that I can to lead us to stay true to them as we move into the fall.

This month I will be chairing, to give Joe and Tim a break. Scottie will serve as Parliamentarian, to make sure that all are able to express themselves, agreed upon norms will be followed, and that we stay more or less on track time-wise.

What follows is a brief report, beginning with the 2 priority areas, then short reports on just a couple of other areas. I apologize for appropriating these reports! Next month, I will return responsibility for area reports to the appropriate Vestry person.



Stewardship

I want to thank Phil Trussell for coordinating the very successful We're All In (WAI) Challenge, as well as Maryann and Duncan for the extra math and accounting the campaign entailed. As I look at my summer, much of my time on Stewardship was spent on this successful campaign. Our operation for the fall appeal looks lean, consisting so far of Phil Trussell, Duncan and me, with office support from Maryann and Kathy. It is also unclear what impact WAI will have on the Appeal. I am very excited about the course I will be taking October 15-18, which I believe will help us profoundly reorient our approach to Stewardship. For those who are interested, the syllabus for this course is here: <https://philanthropy.iupui.edu/institutes/lake-institute/courses/religious-fundraising.html>. The course is capped by a project tailored to each community. I will have more to say about all of this in the meeting on Tuesday.

Newcomers/Hospitality

Thank you to the Lysaght and Carnahan families working on behalf of the Newcomers/Hospitality group. They rearranged the UPH into a much more spacious and welcoming space. Precisely how the bulletin board space will be apportioned and how that will be maintained are still being determined. Harding Ounanian crafted a beautiful Ministry Contact Guide that has been attached to the last 2 eBlasts and is making its way to the website. There are also hard copies placed in strategic places around UPH, the long hallway, and the Narthex. If you weren't present on Welcome Back Sunday, you might read my sermon (attached to the eBlast), the end of which gives a vision for us as a inviting and welcoming church. On our first Sunday back to 3 services, we welcomed 4 newcomer households, 2 families of 5, and two women who came alone. We have followed up with them all using a Google doc sheet to keep track. The heart of this month's Vestry meeting will consist of work on becoming a more inviting and welcoming church, facilitated by Kim Lysate.

Property

Expressions: Tim and the Lease Team did yeoman's work in crafting a final, year – long lease with Expressions. We are set to list the spaces in early November. It would be good to pull together a team of parishioners to examine how to best use steward that space both for income and mission. I am thinking on this.

Fellowship Hall: The parish has greeted the news of construction in the Fellowship Hall primarily with support, to my knowledge. Shelter Cooking coped with its first preparation session in the midst of construction without serious incident. Nancy and her leadership team have been gracious as we work things out. Scott and Charlotte Brumit have been working with Ken Cook around scheduling. A meeting with all the theater groups, Gemma Santamaria (Proprietor of Total Eclipse Dance Studio) and Ken is on the calendar for Wednesday September 19.

Human Resources

Ken Cook, our new facilities manager, has begun very well, in my view. He has his plate full with the scheduling, particularly with the Fellowship Hall project making things even more complicated. He is a can-do person with a very positive attitude and he is making his way with guidance from Kathy, Scottie, Pam and me, and to some extent from Michael. I am pleased that he is on the staff.

Kathy was not pleased with the Vestry's decision to maintain our policy with regard to hours and health care benefits. She and I will have a chance to work out what her hours need to include, and what may need to be left undone or accomplished in some other way as we move into her annual review, which will take place later this month or in early October.



I am so very grateful for the time and wisdom that each of you brings to the ministry of Vestry.

Faithfully submitted,

The Rev. Nick Morris-Kliment+,

Appendix B. Associate Rector's Report

CHILDREN'S MINISTRY

UPDATE:

Church school and chapel began on September 9. Registration will continue for the next two weeks. (I will give current numbers at vestry on Tuesday, as registration is ongoing, and I would like to have two weeks' worth of registrations.) We will have a welcome area in the upper parish hall, where children will make nametags and an adult will welcome children and direct them to chapel or to their classrooms. Either Nick or I (whichever of us is not preaching) will be in the upper parish hall to welcome families (of all ages) before the 10 o'clock Eucharist, and then to spend time during the first part of the Eucharist with each group of learners. Patty Smith and Diane Gaitley are our chapel leaders, and they follow a curriculum called Godly Play, which is Montessori-based. Children follow a modified liturgy that tracks the Ministry of the Word (procession, altar, prayer) and then a story, followed by an activity. Joe Barr and Virginia Carnahan are teaching third through fifth graders, using a curriculum developed by the Brethren denomination and recommended by our diocese, called "Gather Round" or "Glow." It is a Bible study curriculum, with stories and activities, and while it is not lectionary-based, it does generally follow the seasons of the church year. Dottie and Bill Hagar will be teaching next quarter. Our junior high (grades six and seven) is taught by Kevin Ruddy, and he uses discussion (often topical) and videos to explore topics like prayer practice and doctrine.

UPCOMING EVENTS:

- September 30: Art Project for Kids for Peace/Upcoming Exhibit
- October 7: Painting Animals' Portraits, Animal Blessings (St. Francis Day)
- November 11: Guided Eucharist

GOALS/CHALLENGES/STAFFING:

1. I am very grateful to have Nardin Baker as a colleague and partner in children's ministry this year. He is, as you know, a very good administrative person, with mad Excel skills and great with details. He is also someone with a real heart for storytelling and a gift for working with children.
2. Nardin and I are working to make sure that every person who works with children and young people (as well as others who are mandated by our diocese) are up to date on Safe Church training, and that all volunteers and staff have been CORI checked. Nardin will focus on administering Safe Church, and I (and Nick) will be working on CORI checks.



3. Kevin Ruddy and I will be meeting on Monday, September 17 to discuss junior high formation, so I can better update you at the vestry meeting. Suffice to say, we realize that is a challenge and needs attention.
4. We will be recruiting more volunteers in coming weeks, working largely from the Parent Involvement Forms being filled out with registration, and also thinking of others in the parish who might like to be involved. I hope to offer opportunities for formation and support for people who work with children and young people. We are considering another Godly Play training, and regular lunches and check ins for teachers.

YOUTH MINISTRY

Our first youth group meeting will be September 16, so I will have a better idea by the time vestry meets as to numbers and what we will be doing. In general, we plan to meet twice a month. Upcoming meetings are September 16 and 30; October 14 and 28; November 11 (though we may revisit that given the Monday holiday) and 18. We will meet only once in December, on the 16th.

On September 30, we will gather with the confirmation class for dinner and an art project. The artwork will be part of the parish art exhibit.

I am really delighted that Mike Niden will be assisting with youth group this year. Although Mike is away for our first meeting, I'm hopeful that he will be back in time for our October meetings.

This year, the youth group is in for a reboot. I want our focus to be more on community building and much less on fundraising and the service trip. We will be doing a service trip, but I want that to be one of the activities we do as a group, not the primary focus. Our first meeting will be an opportunity for the youth group itself to decide what kinds of projects and activities we want to do this year.

UPCOMING EVENTS:

- September 30: Dinner with Confirmands, Art Project
- December 16: Diomass Youth Gathering at Ecclesia San Lucas in Chelsea
- TBD: Event honoring Jim Prescott, Holiday gathering for "Alumni" and current members of youth group
- TBD: Retreat/ Winter outing



Appendix C. Treasurer's Report

August 2018 Treasurer's Statement	2018 Budget	2018 Actual	Actual - Budget	Actual/ Budget	2018 Annual Budget	Projected 2018 Year End	Difference
Revenue:							
Offerings							
Pledge Income and Regular Support	\$ 227,673	\$ 230,452	\$ 2,779	101.2%	\$ 397,500	\$ 396,286	\$ (1,214)
Loose Plate	\$ 2,986	\$ 4,853	\$ 1,867	162.5%	\$ 5,168	\$ 7,500	\$ 2,332
Christmas & Easter Offerings	\$ 2,000	\$ 2,530	\$ 530	126.5%	\$ 5,200	\$ 6,000	\$ 800
Donations/Gifts	\$ 1,952	\$ 25,902	\$ 23,950	1326.9%	\$ 10,600	\$ 46,656	\$ 36,056
Diocesan Assistance (1730 umsic)	\$ -	\$ -	\$ -	#N/A	\$ -	\$ 6,000	\$ 6,000
Fund Raising Events	\$ 5,000	\$ 2,111	\$ (2,889)	42.2%	\$ 12,500	\$ 9,750	\$ (2,750)
Investment Income							
Facility Rental Income	\$ 59,929	\$ 59,148	\$ (781)	98.7%	\$ 95,000	\$ 102,118	\$ 7,118
Endowment Income	\$ 30,577	\$ 43,800	\$ 13,223	143.2%	\$ 61,155	\$ 61,155	\$ -
Total Operating Revenue	\$ 330,117	\$ 368,796	\$ 38,679	111.7%	\$ 587,123	\$ 635,465	\$ 48,342
Expense:							
Operations & Education							
Child Care	\$ 1,444	\$ 1,662	\$ 218	115.1%	\$ 2,208	\$ 2,800	\$ 592
Family Ministries	\$ 897	\$ 333	\$ (564)	37.1%	\$ 1,800	\$ 1,500	\$ (300)
Adult Education	\$ 130	\$ 100	\$ (30)	76.9%	\$ 150	\$ 150	\$ -
Holy Grounds	\$ 464	\$ 685	\$ 221	147.6%	\$ 700	\$ 1,000	\$ 300
Music	\$ 7,487	\$ 3,926	\$ (3,561)	52.4%	\$ 13,000	\$ 14,500	\$ 1,500
Office Supplies & Expense	\$ 4,563	\$ 3,908	\$ (655)	85.6%	\$ 6,500	\$ 6,500	\$ -
Vestry	\$ 750	\$ 624	\$ (126)	83.2%	\$ 750	\$ 600	\$ (150)
Postage	\$ 1,030	\$ 839	\$ (191)	81.5%	\$ 1,650	\$ 1,650	\$ -
Stewardship & Planned Giving	\$ -	\$ -	\$ -	#N/A	\$ 500	\$ 500	\$ -
Telephone	\$ 1,766	\$ 1,595	\$ (171)	90.3%	\$ 2,650	\$ 2,650	\$ -
Travel	\$ 2,800	\$ 2,637	\$ (163)	94.2%	\$ 4,200	\$ 4,200	\$ -
Treasurer	\$ 11,550	\$ 10,730	\$ (820)	92.9%	\$ 17,500	\$ 18,000	\$ 500
Worship	\$ 2,160	\$ 2,234	\$ 74	103.4%	\$ 2,750	\$ 3,250	\$ 500
Altar Guild	\$ 332	\$ -	\$ (332)	0.0%	\$ 500	\$ 500	\$ -
Flowers	\$ -	\$ 221	\$ 221	#N/A	\$ -	\$ -	\$ -
Technology	\$ 1,766	\$ 1,092	\$ (674)	61.8%	\$ 2,750	\$ 2,750	\$ -
Communications	\$ 716	\$ 656	\$ (60)	91.6%	\$ 1,250	\$ 1,250	\$ -
Fellowship	\$ 725	\$ 624	\$ (101)	86.1%	\$ 1,400	\$ 1,550	\$ 150
Outreach*							
Community Concerns	\$ 3,325	\$ 3,500	\$ 175	105.3%	\$ 7,000	\$ 7,000	\$ -
Parish Partnership	\$ 2,584	\$ 2,572	\$ (12)	99.5%	\$ 3,876	\$ 3,876	\$ -
Payroll/ Taxes/ Insurance/ Pension							
Payroll Expense	\$ 180,552	\$ 178,518	\$ (2,034)	98.9%	\$ 275,900	\$ 275,900	\$ -
Taxes - Payroll	\$ 6,237	\$ 5,439	\$ (798)	87.2%	\$ 9,720	\$ 9,720	\$ -
Insurance - Health	\$ 17,040	\$ 18,272	\$ 1,232	107.2%	\$ 25,560	\$ 25,560	\$ -
Church Pension Premiums	\$ 25,832	\$ 19,583	\$ (6,249)	75.8%	\$ 38,750	\$ 38,750	\$ -
Continuing Education (Clergy)	\$ 1,664	\$ 136	\$ (1,528)	8.2%	\$ 2,500	\$ 2,500	\$ -
Property Improvements & Maintenance							
Building Repairs	\$ 10,416	\$ 13,708	\$ 3,292	131.6%	\$ 17,500	\$ 35,000	\$ 17,500
Building Maintenance	\$ 12,573	\$ 13,344	\$ 771	106.1%	\$ 18,750	\$ 20,250	\$ 1,500
Grounds	\$ 9,067	\$ 6,590	\$ (2,477)	72.7%	\$ 13,000	\$ 13,000	\$ -
Building Supplies	\$ 2,472	\$ 3,285	\$ 813	132.9%	\$ 3,800	\$ 4,800	\$ 1,000
Cleaning Service	\$ 13,000	\$ 7,823	\$ (5,177)	60.2%	\$ 19,500	\$ 19,500	\$ -
Electricity	\$ 2,992	\$ 4,467	\$ 1,475	149.3%	\$ 4,000	\$ 5,500	\$ 1,500
Heat (fuel - oil & gas)	\$ 7,907	\$ 8,988	\$ 1,081	113.7%	\$ 12,250	\$ 13,250	\$ 1,000
Insurance - General	\$ 12,000	\$ 13,247	\$ 1,247	110.4%	\$ 24,000	\$ 24,800	\$ 800
Copier	\$ 3,345	\$ 3,554	\$ 209	106.2%	\$ 5,200	\$ 5,200	\$ -
Sewer & Water	\$ 2,310	\$ 1,789	\$ (521)	77.4%	\$ 4,200	\$ 4,000	\$ (200)
Repay Diocesan Green Loan	\$ 3,688	\$ 3,688	\$ -	100.0%	\$ 5,531	\$ 5,531	\$ -
Diocesan Assessment							
Diocesan Assessment	\$ 33,947	\$ 16,843	\$ (17,104)	49.6%	\$ 67,895	\$ 67,895	\$ -
Sub-Total Expense	\$ 389,631	\$ 357,212	\$ (32,419)	91.7%	\$ 619,190	\$ 645,382	\$ 26,192
Contingency	\$ 2,578	\$ 500	\$ (2,078)	19.4%	\$ 3,867	\$ 500	\$ (3,367)
Total Operating Expense	\$ 392,109	\$ 357,712	\$ (34,397)	91.2%	\$ 623,057	\$ 645,882	\$ 22,825
Operating Surplus (Deficit)	\$ (61,992)	\$ 11,084	\$ 73,076		\$ (35,934)	\$ (10,418)	\$ 25,517