Vestry Meeting Minutes
July 8, 2010

Present: Wilson Anthony, Steve Brodt, Oliver Faulkner, Betsy Field, Andy Johnston, Wes Jones, Ruth Kirk, Gina Pike, Bitsy Robbins

Also Present: Jennifer Andrews-Weckerly, Bryan Keenan

Absent: Barbara Cairns, Ted Cover, Rich Tucker, Judy Sargent, Ann Wick

The meeting was called to order by the Rector at 7:01 PM.

Opening prayer by Gina Pike. The Rector then led us in a devotion on our Episcopal identity as a Scriptural Church.

The Minutes from June 10, 2010 were approved as amended.

Cluster Reports

Stewardship
Audit Report Review: Bryan Keenan
Three separate documents from auditors were distributed and reviewed: 1) audit report; 2) letter from the auditors discussing the findings and audit process information; 3) letter from auditors discussing internal control issues. We received a clean opinion. There was one exception noted in the audit: since the auditing firm assists in the closing process by compiling and adjusting investment market values, they then cannot audit those values. See March 10, 2009 communication. Three other issues identified in the audit: handling of cash, reconciling to the accounting records, and quarterly parishioner statements. The parish treasurer is now reconciling those records on a monthly basis, and those duties have now been separated. A cash journal is maintained and reconciled to the monthly statements by separate staff members. Also identified was an issue with reconciling between the preschool ProCare system and Shelby, the parish's accounting system, as it pertains to preschool tuition. Auditors recommended that a periodic review and reconciling between the two systems would correct that deficiency. We are now doing this on a daily basis. The third issue was the "undo" transactions: Undo transactions could be posted to correct a prior journal entry without approval or review. That has been changed so that approval is required, and documentation is now kept creating an appropriate audit trail. This past year has presented difficult issues for us to address. We have addressed those issues to make sure proper controls and procedures are in place. It was also noted that we have a new safe that makes our internal deposits easier and does not require the opening and closing of the safe. It was noted that quarterly statements mailed to parishioners are the primary control over contributions. It was suggested that a notice in the bulletin be included when quarterly statements are sent, to remind parishioners that these statements should be reviewed, and any discrepancies should be reported to the office. A question had been raised about our cash process around the Green Show. This has been identified as a weak area. Bryan indicated that this issue was being addressed. New procedures are being drafted. Bill Jones and Mike Rushlow have, in particular, focused on the Green Show and its cash receipts procedures. The Vestry commended Bryan on his clear and understandable explanations.

Spirit Life: Wilson Anthony (see Addendum A)
Highlights: the 90-Day Bible Challenge is going well; the DR trip was very successful; the pilgrimage to Italy is imminent; Harrisburg mission trip was a positive experience; Vacation Bible School is planned for August: all of this shows that we have a wide variety of opportunities during the summer months for our youth and children.

Website redesign team update: to date conception and review of our own website to get a baseline; the task force looked at various church websites—both good and bad; review of content currently on our website; the group is asking clusters to meet with redesign team to give feedback on what is needed and/or wished for on a newly designed website. They are asking that we think with a broad brush. The process is open.

Service to Others: Gina Pike (see Addendum B)
Mission trip to DR: Jennifer reported on the rich experiences of the Jalonga trip. Follow- up meeting and evaluation will occur. A Global Missions Team meeting is scheduled for late-July.

The Preschool Search Committee report was reviewed. The goal has been to call an Interim Head of School with a one-year contract, with the hope that that person would be on the short list of candidates and may become the permanent Head of School. The search committee has selected a candidate who was unanimously approved by the Board and they will move forward with contract negotiations. Enrollment admissions report was distributed. 2010/11 enrollment stands at 72; our goal is 79. Much of our enrollment is through word of mouth, and all are encouraged to actively promote our preschool.

Noted in the Outreach report are new procedures for the Green Show Treasurer.

Rector's Report (see Addendum C)
Ruth reported on her preparation for pilgrimage and her vacation plans for August. Kay Keenan takes over as chair of the Communications Committee. Jennifer will introduce a small group plan—a study/service group with a connection to Friendship House and Epiphany House. Jennifer reports this is in the planning phase, with the goal of service beginning in November. This will provide an avenue for parishioners to become involved in social justice. St. Alban's has called a part-time Rector. The new Interim Rector of Grace begins her work soon. Theologian and author Luke Timothy Johnson comes to speak in September; he is a dynamic speaker and New Testament scholar. This event provides a good opportunity for evangelism: invite friends in the wider community to attend. Two long-time parishioners died recently and had funerals in the church—Bob McCuen and David Cist.

Other Matters
The Rector will not be present at the August meeting.

Closing Prayer offered by Gina Pike. Meeting was adjourned at 8:35 PM.

Next meeting: August 12

Respectfully submitted,
Dana Robertson, Clerke

ADDENDUM A
Spirit Life Cluster Report – July 8, 2010

Worship

1. On July 4 the 10:00 AM service was held outdoors. The service incorporated simple hymns with participation by the congregation. An additional outdoor service will be held on Labor Day weekend, weather permitting.
2. A baptismal service will be held at 10:00 AM on August 1.

Spiritual Formation

1. CCCH Vacation Bible School will run August 16-20. It is expected and hoped that over 100 children will participate.
2. The J2A Pilgrimage departs for Italy on Saturday, July 10 and will return on Thursday, July 22. The group is comprised of nine youth and four adult leaders and will visit Rome, Florence, and Assisi. The pilgrims have raised $14,000 (with thanks for all the support). Thanks to Lynne Jensen, Chuck Durgin, Ruth Kirk, and John Crossan. Please keep the group in your prayers as they work to strengthen their relationship with God.
3. The 90-Day Bible Challenge continues as the summer progresses, and the group is now working its way through the Book of Job. Russ Bohner continues to regularly send emails with information about the Challenge, support and encouragement, and the readings. Open discussion sessions are: Sundays 9 to 9:45 AM; Wednesdays 12 to 1 PM and 7 to 8 PM; and Thursdays 9 to 10 AM.
4. Christ Church will host a retreat for the leaders, interns, and staff of UrbanPromise on Sunday, July 25 from 4 to 8 PM. We will offer our classrooms for small group meetings, followed by dinner and worship with the help of our youth. A special thank-you to our youth and to those providing food, service, and friendship. To help, please contact Betsy Field at 654-4199 or ewfield@verizon.net.
5. The Rite-13 Youth group conducted a Mission Trip to Harrisburg June 20-25. The trip had 3 youth and 2 adults working at a home for the mentally disabled and at a feeding program distributing gleaned farm produce. It was a great program that surrounded the day labor. Thanks to Lynne Jensen and Marcy Kempner.
6. The DR Mission Trip to Jalonga was conducted June 19-25. Details are provided in the Service to Others Cluster Report.

Parish Life

1. Christ Church at the Blue Rocks was Friday, June 18. About 15 parishioners attended.
2. The Christ Church Crab Feast will be held August 6 at 6:30 PM. Bob Siegwarth, Rufus Miller, Renee Eckly, and Al and Suzanne Smith are coordinating this year's event.
3. Christ Church summer vacation visit to Memorial House will be July 30-August 6. Jennifer will be the attending Clergy.
4. The Parish Picnic is scheduled for Sunday, September 12. Two volunteers are needed to lead the event; Ruth will assist by helping with recruitment.
5. Lauren Andersen and Cathy Welsh will coordinate the Foyer Group program for 2011. Some small changes to format may be instituted to help boost interest and participation.

--Submitted by Wilson Anthony, Betsy Field, Bitsy Robbins, Rich Tucker

ADDENDUM B
Service to Others Cluster Report – July 8, 2010

Global Missions
Mission Trip to Jalonga

- The June Youth Trip to Jalonga took place from June 19 - 26, 2010. By all accounts, the trip went very well, and the thorough planning that took place beforehand truly paid off. The group stayed at the Bishop Kellogg Center in San Pedro de Macoris and traveled daily to the batay of Jalonga to work and visit. There were five adults (including one clergy member) and eight youth. The adult to youth ratio was a bit high, perhaps, but worked out fine due to the diversity among the adults.
- It rained every day, which dampened the spirits a bit, but also mitigated possible hydration and sun-stroke issues. Upon first examination, the work that was planned at the community center in Jalonga appeared to be only enough to fill a day or two; however, the extremely sticky mud slowed everything to a crawl. The group prepped three areas and completed the concrete on one of them (an outdoor classroom around a large tree).
- In addition to hard work, two other important items resonate more: 1) When the group arrived on Sunday at the church in Jalonga, the adults had already completed their worship service. The group proceeded to prepare for another service, and as they did the children from the village began to trickle into the church—this continued throughout the service until there were about 35 children interspersed throughout the pews, helping with the hymnals and participating in the service. The youth of the village knew that the Christ Church group was there for them and what started as a disappointing morning turned into one of joy, community, and festiveness. 2) When planning for Friday—the last day of the trip before traveling home—the youth still had a lot they wanted to accomplish. This last day has traditionally been reserved for visiting, roaming the village, and saying goodbye—not working. The group also had an invitation to spend the afternoon at the local Senator's home, which was a real treat. In order to fit it all in, the youth elected to get up early, work harder, and go to the Senator's a bit late.
- There will be a post-trip party at Tom Scott's home on July 13. The leadership team will meet to review the trip before the party. The Global Missions Team will meet soon for a larger review of the trip and our path forward in our relationship with Jalonga.
- Hector Livio has yet to secure a visa to study and visit in Delaware. At this point he is working toward going to school full-time in the DR, and he will not be working on the project/community center in Jalonga.

Christ Church Episcopal Preschool
Due to the timeliness of decisions, this report will be given verbally at the Vestry Meeting.

Pastoral Ministries
The Pastoral Ministries Team met for its monthly meeting on June 29. Meetings have been moved from the 2nd Tuesday to the last Tuesday of the month.

The Eucharistic Visitation Ministry reported that although some people have with withdrawn as Eucharistic Visitors, there are presently enough people to meet current needs.

The Contemplative Prayer Ministry has decided to not meet during July and August. The group will reconvene on September 20. Barbara Tucker and Russ Bohner plan to meet in August to brainstorm ways to increase awareness and enthusiasm for contemplative practices.

The clergy is asked to remind people as needed of the availability of the Caregivers' Resource Library, located in the Commons Room, as well as the Caregivers' Support group.

Thanks to a generous offer by Gina Pike to make and stock prayer beads, beads will now be available to be given to those experiencing illness, grief, loneliness, or some other need in a similar way to the way prayer shawls are distributed.

The group discussed the monthly services at the health care centers of Methodist Country House and Stonegates, including questions of scheduling, lay vs. clergy leadership, etc. No final decisions were made, although the issues will be explored more thoroughly.

Outreach

Current Outreach efforts are "works in progress" involving an annual educational offering for agencies, a committee retreat, vetting of options for submission of the next grant application to the Jessie Ball du Pont Fund, work with Epiphany House, and conducting the parish survey. More details will be reported as they are confirmed. The committee continues to meet monthly; our July meeting is on the 13th due to the holiday schedule.

Preparations for the 2010 Green Show are under way with Allison Brokaw at the helm along with a roster of vice chairs who, in turn, will oversee groups of committees, like our Clusters for Vestry. This leadership committee was formulated in response to the need to develop new leadership and address the challenge of the position being too big for one person to be willing to undertake. The leadership team is lining up committee chairs, and a meeting of all committee heads is planned for October 12th; other meetings will be vice-chairs only. Specific projects are under way, such as monthly Pantry Shelf workshops and a quilt project. Of particular note are new practices and procedures for the Treasury position, working in conjunction with Keith Dawson, Mike Sayer, and Bill Jones. An online catalog of the auction will also be available in advance.

--Reports submitted by Gina Pike, Martha Lankford, Barbara Cairns,
with Ted Cover to report verbally on CCEP at the Vestry meeting

ADDENDUM C
Rector's Report – July 8, 2010

Personal: This month I look forward to my seventh holy pilgrimage with youth as a component of the *Journey to Adulthood* program. I always find my soul refreshed by such experiences and am blessed to be a part of this group. I plan to take vacation from August 6 through August 29, though I'll be here to relocate Matthew on August 24 for his new start as a college student.

Staff: On July 27, **Catherine Dolan** completes her ministry as the Head of School for CCEP, having served faithfully for four years. I am grateful for her partnership and am so glad we welcome her as a member. We hope to announce that an interim HOS will begin soon, marking a transition in leadership. I am grateful to Ted Cover, Martha Lankford, Bart Reese, Scott Andrews-Weckerly, Nadine DiLorenzo, Paige Draper, and Margaret Simpers for their labor as the Search Committee and to those who offered themselves as candidates for the position. Staff vacations continue through the summer months, with **Russ Bohner** away in July, and Jennifer and I in August.

Parish: Since we began the **90-Day Bible Challenge** on June 1st, we have been offering five discussion sessions each week. The average weekly attendance of the five discussion sessions has been 100 parishioners. This means that, each week, more than half of the people taking this challenge have been gathering together to ask questions, to share insights, and to learn about God and the Bible. This number does not include the people who have come for one-on-one conversation about the readings. I am so grateful to Russ Bohner for his leadership and his effective teaching each week.

The Website Redesign Team is making progress. Look for communication as they plan to meet with the four clergy and the three vestry cluster groups. Looking at the church from a marketing/evangelism point of view, they welcome input into what our leadership envisions when considering a new site. A link to their website survey was included in today's eNEWS to gather input from the congregation as well. Their intent is to complete the gathering of information by the first week of August.

On Friday, July 30 at 7 PM, to honor the witness of William Wilberforce on the day he is included in our calendar, I am hosting a viewing of *Amazing Grace*, a movie created to tell his story in the struggle against the institution of slavery. After the viewing we'll have some time for conversation. Invite another member to meet you here. Please RSVP before July 28. *This film is not suitable for young children.* This event is one way I hope to raise awareness in preparation for the diocesan event described below.

Looking Forward a special contribution was given me so that I could invite a speaker recognized as a modern prophet, to address the people of Christ Church and the wider community. I gathered a few names from colleagues around the Episcopal Church and asked for research from Catherine Lombardozzi, the new chair of our Adult Christian Enrichment team. We are extending an invitation to Bryan Stevenson, co-recipient of the 2009 Gruber Foundation Justice Prize for advancing the cause of justice through the legal system. Stevenson recently argued the Supreme Court case that resulted in the decision that minors may not be sentenced to life

without parole for non-murder charges. Catherine's research shows that he is a dynamic speaker about racial injustice and its impact on poverty and criminal prosecution. Catherine is working with his staff for dates in the first quarter of 2011.

Diocese: A complete schedule of planned events for 2010-2011 has been distributed so that we can participate. Please note especially: the *Magnetic Church Conference with Andrew Weeks*, Friday, October 1 – Saturday, October 2 at St. Anne's Church, Middletown, on evangelism and hospitality; the *Fall Wardens & Treasurers Meeting,* Monday, October 25, 7 PM at St. Alban's, Brandywine Hundred; *A Day of Remembrance* – Our Diocesan Service of Apology & Repentance for the Role of the Episcopal Church in the Institution of Slavery, Saturday, October 30, 11 AM at the Cathedral Church of St. John. Our Diocesan Convention voted overwhelmingly to sponsor this service and to make this apology. Because this is a diocesan service, it is very important for our clergy and members of every congregation to be present. A joint choir and musicians from around the diocese will provide the music. Elected officials have been invited to join us. It should be a powerful occasion.