

Christ Church Vestry Meeting Minutes March 10, 2011

Present: Wilson Anthony, Steve Brodt, Barbara Cairns, Ted Cover, Oliver Faulkner, Betsy Field, Andy Johnston, Wes Jones, Ruth Kirk, Martha Lankford, Gina Pike, Dana Robertson, Rich Tucker

Also Present: Russ Bohner, Pete Borden

Absent: Bitsy Robbins, Ann Wick

The meeting was called to order by the Rector at 6:32 PM.
Opening prayer offered by Steve Brodt.

Minutes from January 13, 2010 were approved as presented.

Cluster Reports

Service to Others: Gina Pike, Martha Lankford, Barbara Cairns (see Addendum A)

Highlights: The Jalonga ESL project was highlighted. Jalonga youth trip plans are moving full speed. Preschool enrollment for next year is looking very strong. A 2nd pre-k class will be added for 2011/12. This is a reconfigure, not an expansion in numbers. There will be a waiting list for the nursery. The Spring Gala will be on April 29. Pastoral Ministries has begun working on their organizational structure. Outreach is focusing on allocations and will report in April.

Stewardship and 2010 Budget: Wes Jones (see Addendum B)

Wes reported that 2010 income came in above budget. We drew only \$49,000 from contingency funds as a result. The effort at the end of the year to bring in all the pledges was very successful. Currently we are under goal for 2011, but what has been pledged is still the highest amount pledged at this point in time in the last five years. The annual pension fund review occurred, and funds are doing well and are where they should be. Wes noted that expenditures for 2010 were under budget due to efficient use of resources. Ruth highlighted the parochial report. For 2010 we had a net increase of one member. The report also reveals that 2010 showed a decrease in worship service attendance. Several asked for data for comparative analysis.

Spirit Life: Wilson Anthony (see Addendum C)

Ash Wednesday services were well attended. Wilson called attention to the Lenten study program *24 Hours That Changed the World*, which is the basis for discussions during the Adult Enrichment hours on Sunday with Ruth and Russ leading. Wilson recommends the book to all. Jennifer is leading the Wednesday Lenten series. This past weekend was Winter Camp at Glen Spey, NY. Six youth from our Rite-13 group joined other youth from the diocese in attendance. The CCCH contingent was the largest from the diocese. Wilson highlighted other future events of interest.

Special Reports

Report on Pension Plan: Ted Cover, Pete Borden

A staffing issue was identified in November because of our pension plan's five-year cliff vesting schedule. A team was formed to study the issue and report back to the Personnel Committee and Vestry with a recommendation. Data was gathered and trends were

analyzed. The team's final report recommends retaining the current defined benefit plan for current staff and surviving spouses and establishing a new defined contribution plan for unvested and new staff going forward. One issue identified: the current DB plan is not portable. The new DC plan would be. Also, 100% vesting would be attained in a shorter time period under the proposed DC plan. We have ten full-time staff members with four expected retirements over the next five years. For staffing, a new DC plan would benefit recruitment. For current non-vested staff, a catch-up contribution would be made for their benefit into the new DC plan. Diocesan requirements are a minimum of 5%, and we would also offer up to a 4% match. Expected cost savings will be approximately \$20,000 per year by closing the DB plan to new and non-vested staff. The DB plan would continue to be funded annually for vested staff. Funds already in the DB plan cannot be taken out for another purpose. One option discussed was to use the Church Pension Fund's standard plan. The Personnel Committee will make those decisions. Rich Tucker moved, Wes Jones seconded a motion to establish a Defined Contribution plan for future lay employees and current non-vested lay employees, and to retain the existing Defined Benefit Plan for vested lay employees and their surviving spouses and retired lay employees and their surviving spouses. The motion carried unanimously.

Report on Labyrinth Development: Betsy Field, Gina Pike

A portable labyrinth will return for the Lenten Quiet Day on April 9. Cal and Ann Wick have announced, in recognition of Cal's 40th anniversary of his ordination to the priesthood, their plans to provide funds for the purchase of a labyrinth kit, including the pavers. Their gift would cover about one-third of the total cost of the proposed project. One aspiration is to have the labyrinth pavers installed by the 4th Sunday of May when Cal will preach. One option would be to borrow \$25,000 from CCCH; also others in the family and CCCH community may want to contribute in honor of this occasion. It is an aggressive timeline, but it is doable for the initial stage of the labyrinth project if we have the funding. Our design is a replica of the Chartres Cathedral labyrinth. A more reasonable project would include the initial phases of the total proposed project, which would be paid for by Cal and Ann's gift, and an additional \$25,000. Additional funding and phases of the project could then be completed in the future. Steve Brodt moved, Rich Tucker seconded that we accept the gift toward the labyrinth from Cal and Ann Wick. Additional discussion followed regarding the project at large and when installation should begin. Also discussed was the need for continuing parish communication and education, which should include documented plans and materials. It was suggested that the team have a kickoff, announcing the gift and a strategic plan for moving the project forward and also provide more information to the parish at-large. Also noted was the need for a more defined fund-raising plan for the additional funds needed to complement Cal and Ann's gift and complete the project. The committee was requested to return with more information.

Vision Conversation Continuing

Tabled to April or a separate meeting, pending Vestry availability.

Rector's Report

Pastoral: Several pastoral issues are going on in the congregation. Martha's gifts and Helping Hands ministry were acknowledged by the Rector and Vestry. Bob Scott's service is tomorrow, and several former parish clergy will be here to participate. Jennifer will be in the chapel for any overflow. On March 27, an Eagle Scout Court of Honor will be held

here at CCCH. Oliver Faulkner is one of those being honored. The Rector will be giving the invocation.

Annual Meeting: The timeline was distributed. The Junior Warden announced the slate of eight candidates running for Vestry for the class of 2014. May 8 is balloting, and also Point-to-Point, Mother's Day, and Baptisms. It was suggested that we have the polls open for two Sundays prior to the annual meeting, May 1 and 8. Wilson Anthony moved, Ted Cover seconded a motion to allow voting for Vestry on both May 1 and May 8. The motion carried. Annual reports are due and will be posted to the website prior to the annual meeting.

Diocese: Ruth requested the delegates of Diocesan Convention write a report for the April *Communicator*. The diocesan budget passed easily. Two resolutions passed; a resolution will be sent to General Convention requesting increased funding for campus ministry at community colleges. Bertice Berry will be speaking on March 26 at St. Anne's School, as a continuation of our discussion from the Service of Repentance.

Personal: Ruth highlighted the English Choral Pilgrimage and her attendance at the Consortium of Endowed Episcopal Parishes meetings.

Other Matters

Ruth will include figures for Christmas and Easter special music and adornment funds in a future report.

The clergy were excused, and the Senior Warden reviewed the Rector's annual performance review. The Rector will announce her new Senior Warden at the annual meeting.

Final prayers given by Steve Brodt.
Meeting adjourned at 8:40 PM.
Our next meeting is April 14, 2011.

Respectfully submitted,

Dana Robertson, Clerke

ADDENDUM A – Service to Others Cluster Report

Global Missions

The Global Missions Team last met on February 16, 2011.

Jalonga Community Center: The center continues to be used heavily, mainly for the high school. Father Potter would like to train three people from the village—Edward and two others—in English as a Second Language (ESL). (The GMT has been pursuing this in parallel, as Nick Cerchio has been in contact with Cambridge Press and has some sample ESL books; however, they are too expensive for our purposes.) Father Potter's plan is to train the ESL teachers at the Dominican American Institute, which would involve a three-month course, using materials from the Institute, at a cost of \$3,000. The committee chose to pursue this option.

Finances: The monies sent to complete the electrical work at the center last fall have yet to appear. Keith Dawson acknowledged receiving confirmation of the transfer from the bank to the diocese. Father Potter will follow up on this.

Youth Trip to Jalonga: The summer youth trip will have sixteen youth and four adults (Jennifer Andrews-Weckerly, John Crossan, Brad du Pont, and Beth Faulkner). The youth leaders are Maggie Moran, Matt Kempner, Brooke Kelly, and Spencer Boyden. This trip will differ slightly from some of the more recent trips in that only three of the youth and two of the adult leaders have been before. There has been lengthy discussion about possible service projects and activities, and it has been helpful for some of the more experienced travelers to share with some of this year's leaders. The group has been meeting regularly and has completed one of the three local service projects. This spring they will accomplish their overnight retreat as well as their fund-raising project.

Other News: Christ Church from Tyler, Texas will be back in Jalonga this summer the week of July 22nd.

Hector still is getting straight A's in his college courses. Father Potter believes Hector will, eventually, get a job via the Senator doing immigration work in the bateys.

Edward lost his job in the resorts but is interested in working on the project, if work is available.

John Crossan shared a blog of an American who is teaching English at the two Episcopal Church schools in San Pedro (Buen Pastor and San Esteban) during this school year:

<http://tinabensonindr.blogspot.com/>

Potential Partner in Haiti: The committee spoke briefly about the potential for some work in Haiti, partnering with FTP (Food for the Poor – FTP). Father Potter reported that he and the Episcopal Church had tried on more than one occasion to work with FTP but had been rebuffed. He had an introduction for the Episcopal Bishop of South Florida, who is on the board of FTP (he is a friend of the founder), to no avail. They prefer to work through the Catholic Church in the DR and Haiti. Father Potter suggested that we work through the Episcopal Diocese of the DR if we want to do work in Haiti. The diocese sends a truck or two to Haiti on a regular basis, and he offered to include us in a Haiti trip this summer. It was decided that further discussion should be delayed until the visioning process has taken place. Jennifer Andrews-Weckerly, Tom Scott, and Wil Sherk will meet on March 10, 2011 to lay the framework for our group meeting on a vision for Global Missions.

Christ Church Episcopal Preschool

At of the Board of Trustees Meeting, February 8, 2011:

- Current enrollment stands at 79.
- 2011-2012 enrollment figures are as follows:
 - Re-enrollments: 51 with 12 still pending
 - New applications: 22
 - It was decided to add a second Pre-K class for 2011-2012.
 - Decision whether to have a Beginner class is tabled until March Board meeting.

- It was decided to accept a total of 23 Nursery students which would accommodate all 12 CCEP re-enrollments plus the 13 new Nursery applicants. So far 2 Nursery applicants are being placed on a waiting list.
- Drop-in Program: CCEP resumed the twice weekly afternoon drop-in program for 3- and 4-year-olds. The program will run on Tuesdays and Thursdays, contingent upon the size of the enrollment each week.
- Episcopal Identity: Jo Harney has an article in the March *Communion* addressing Episcopal identity.
- Parenting Classes: A series of classes began 2/7/11 with 8 mothers attending.
- Delaware STARS: CCEP continues to work on the 3rd STAR (out of 5) with the goal of attaining it by the end of the summer. Teachers have begun training to meet requirements of the Learning Environment Rating Scale. All teachers are required to complete the training. Delaware STARS is making a \$10K grant available to help meet the rating standards.
- Summer Camp: CCEP participated in the Tower Hill Community Camp Fair on 2/3/11. CCEP stood out as the only offering that includes programs for 2- and 3-year-olds. This year's summer camp will run for 8 weeks. Nadine DiLorenzo will be the Director.
- Financial Aid: \$9,100 in financial aid was awarded for FY11 that accrues over 10 months. So far 2 students have applied for financial aid for 2011-12.
- Development: The 2011 Spring Gala (April 29) is now completely funded by sponsorships. All remaining funds will go toward the Annual Fund.
- Signage: Board Members Gina Pike and Chris Simon worked with Linda Boyden and the CCCH Buildings & Grounds Committee to add CCEP signs to existing CCCH signs and to "The Episcopal Church Welcomes You" signs.

Pastoral Ministries

The Pastoral Ministries Team met on March 7, 2011. Highlights of the meeting are:

- Caregiver Support Group meets monthly, facilitated by Lauren Passarello. There were 10 attendees at the February meeting, 3 of whom are from outside the parish.
- Flower Ministry: Betty Brandt is replacing leader Maggie Sanger for 3 to 4 weeks while Maggie is away. The ministry functions seamlessly, thanks to Maggie's guidance.
- Helping Hands: This ministry has been very active recently. Lisa Simon covered for leader Martha Lankford during the last week of February while Martha was away. Russ Bohner stated that as we go along, we are getting a sense of how Helping Hands works effectively and what tasks are beyond its purview.
- Notes of Care Ministry: Marge Foulsham is retiring from long-time leadership of this ministry. Marty Rushlow will be taking her place.
- The Team worked on writing Committee Organizational Guidelines. The conversation will continue at the next meeting on April 11, 2011.

Outreach

Last meetings were February 22 and March 1, 2011.

2010 Green Show: A wonderful net profit of \$88,000 was generated in 2010. Applause to all involved, particularly to Alison Brokaw for her strong and gracious leadership.

Allocations: The February and March meetings focused on the review of 49 grant applications. Recommendations to the Vestry will be forthcoming for approval in April.

Jessie Ball du Pont Foundation: Sally Douglas was scheduled to visit two weeks ago; the meeting was postponed due to her illness.

Epiphany House: The dinner ministry on the second Tuesday of the month is going well. Parishioners participating report enjoying the experience as well. Help is needed in the summer months.

– Submitted by Gina Pike, Martha Lankford, Barbara Cairns, and Ann Wick

ADDENDUM B – Stewardship Cluster Report

2010 Ministry Budget

For fiscal 2010, the Vestry had authorized the use of \$100,000 from the Contingency Reserve account and a 1% draw directly from the Endowment as needed to balance the budget. The actual requirement was \$49,809 from the Contingency Reserve and nothing from the Endowment Income accounts. This is a cause for celebration and appreciation of the efforts of all involved but especially Rosanne as Stewardship Chairman and Ruth's entire team. It was also noted during the review by line item that there were no surprises across our budgets.

Campaigns

The 2010 pledge income came in at \$1,200,499—\$30,399 over budget. Ruth, Ned, and staff sent out a series of subject-appropriate letters signed by the Treasurer, Rector, and Senior Warden to remind parishioners to complete their 2010 pledge. These letters went out and resulted in \$38,756 of additional income against the 2010 pledge. This exceeded the Treasurer's goal of \$23,000 by 3/1!

The 2011 campaign is nearing completion. We still have some parishioners "yet-to-pledge" (pledged last year, no pledge received to date for 2011). There are still 66 parishioners in this category (36 viable representing a possible \$52,850) despite recent letters on this topic. Rosanne and Phil are looking at an additional "phone-a-thon" to canvass this group. Also of note, this year's pledge-to-date is higher than last year—the first increase since 2005!

Pledge Status: 2011 Goal = \$1,213,235

2011 Pledge as of 2/28/2011 = \$1,167,227

At present, the Vestry has authorized to use the remaining contingency reserve (\$103,638) and to take up to a 1% draw on the endowment as needed to meet the 2011 budget of \$2,084,070.

The Treasurer will give a wrap-up report at the next Finance Committee meeting.

Stewardship Committee

Rosanne Miller and Phil VanWormer are in transition. Phil is looking for new members, so please pass on any ideas. A letter of appreciation from Wes and Andy on behalf of the Vestry was sent to Rosanne for her three years of service as Stewardship chair.

Finance Committee

Bryan Keenan published a management calendar for 2011 with dates, topics, and assignments for members. Pension Committee – Hal Schneikert did the Annual Pension Performance Review. Pension funds are in great shape. There were no surprises, and no changes to our suppliers were recommended.

Personnel Committee

Current tasks include the completion of Ministry Reviews from last year. Hal and Bruce briefly reviewed pension benefit work under Ted Cover with Finance Committee.

– Submitted by Wes Jones

ADDENDUM C – Spirit Life Cluster Report

Worship

1. Five services were held to observe the beginning of Lent on Ash Wednesday, March 9. All services included communion and the imposition of ashes.
2. During Lent at Christ Church, worship will be muted to make a greater contrast to the joy of Easter. Our silver chalices will be replaced with glass cups. Our color changes to purple, the color for penitence. The confession comes at the beginning of worship. The gospel will not be processed but simply read from the lectern. The greatest change will be in the use of our altars. Beginning Ash Wednesday until the great feast of Easter, we will use the high altar in the upper sanctuary in both Church and Chapel. In this way, all the people, including the priests, face the cross as we remember the sacrifice of Christ's death and the power for us of his resurrection each time we celebrate the Eucharist.
3. The Christ Church Choir will sing Choral Evensong from The Book of Common Prayer, 1662 for the First Sunday in Lent on Sunday, March 13 at 5 PM in the Church. The service music will include the *Magnificat* and *Nunc dimittis*, Murrill, and the anthem, *Lo, the Full, Final Sacrifice*, Gerald Finzi.
4. The Christ Church Choir, with orchestra, under the direction of William Owen, will present a performance of J. S. Bach's *Passion According to St. John* on Palm Sunday, April 17 at 4 PM in the Church. Our own Dana Robertson will sing the role of the Evangelist. A donation of at least \$25 per person is requested to defray the cost of this performance.

Spiritual Formation

1. Dr. Lynn Weber, Professor of Psychology and Women's Studies at the University of South Carolina, presented during the January 16 and 23 Adult Christian Enrichment on the topic: *Understanding Race*. Dr. Weber is a pioneer in the field of intersectionality (analysis of the interrelationships of race, class, gender, and sexuality). Dr. Weber has been honored by the American Sociological Association, has published widely, and is the author of the groundbreaking book: *Understanding Race, Class, Gender, and Sexuality: A Conceptual Framework (Second Edition)*.
2. On Thursday, January 20 at 7 PM Christ Church presented Bryan Stevenson Speaks: *Striving for Justice: Respecting the Dignity of Every Human Being*. Bryan Stevenson, Founder & Executive Director of Equal Justice Initiative (EJI), is a Delaware native now living in Montgomery, Alabama, the headquarters for EJI. He has won acclaim for his work challenging bias against the poor and people of color in the criminal justice system.

3. The Rev. Tom Laymon, director of the Sunday Breakfast Mission in downtown Wilmington, presented an Adult Christian Enrichment program on February 27 at 10 AM about the increasing prevalence of homelessness in Wilmington and about the problems, possibilities, and opportunities of housing, feeding, clothing, offering medical care, and educating and empowering the homeless in Delaware. Drawing from his extensive experience of serving homeless men, women, and children through the dynamic ministry of the Sunday Breakfast Mission, Pastor Tom spoke about grace and blessing of ministering to and sharing Christian witness and faith with the homeless.
4. ***24 Hours That Changed the World***. No other event in human history has received more attention than the suffering and crucifixion of Jesus of Nazareth—events that occurred in one day. Every day of Jesus' life drives toward this day—his last—the 24 hours that changed the world. The book *24 Hours That Changed the World* uses Holy Scripture, history, and geography and reflects theologically on the last day of Jesus' life in order to illuminate the meaning of these events for us and our lives. Join Ruth and Russ during Sunday Adult Enrichment at 10 AM on the Sundays in Lent—March 13, 20, 27, April 3, and 10—as we accompany Jesus from the Last Supper through to the Burial and finally to the Resurrection. For all who would like to read this inspiring and accessible book, copies of *24 Hours That Changed the World* are available at a discounted price at Christ Church.
5. ***The Stewardship of Creation: Fulfilling God's Charge to Serve and Guard the Earth***. Grounded in the creation stories in Genesis, this interactive program connects Holy Scripture and environmental concerns facing us today. In each session, we will study what the Bible says and engage with what our tradition teaches us about our relationship with creation. We will then explore practical suggestions and resources that we can use in our lives to better care for the world entrusted to us. Please join Jennifer Andrews-Weckerly for this informative and inspiring program. All are welcome! Wednesdays, March 16, 23, 30, April 6, and 13: 6:15 PM Soup Supper in Parish Hall B; 7 to 8 PM Lenten Program in Parish Hall A.
6. A Lenten Quiet Day entitled "***Seeing with the Eyes of Goodness***" is scheduled for Saturday, April 9 from 8:30 AM to 12:30 PM at the Christ Church Chapel. The Rev. Mpho Tutu, the Executive Director of the Tutu Institute for Prayer & Pilgrimage, will lead the meditations followed by some quiet time for reflection, reading, meditation, prayer, use of a labyrinth, or a walk outside. Copies of *Made for Goodness*, a recently published book co-authored by the Rev. Tutu and her father, Archbishop Emeritus Desmond Tutu, will be available for purchase and signing at the Quiet Day.
7. The Confirmation class will head to Camp Arrowhead for their Confirmation retreat on April 1, 2, and 3. Please pray for this group of young people as they explore their faith and prepare to be confirmed. The adult leaders for the retreat are Lynne Jensen, Ruth Lawson Kirk, Marcy Kempner, Chuck Durgin, and Tom Marcin.
8. Six youth from Christ Church traveled with other youth from the Diocese of Delaware to Wintercamp in Glen Spey, New York March 4-6. Wintercamp is run by Princeton Youth Ministries. It is a weekend of fellowship, worship, exploration of faith, and fun, held at a camp on Lake Champlain.
9. Sixteen youth and four adults will serve the people of Jalonga, Dominican Republic this summer from June 25-July 2. The adult leaders for the trip are Jennifer Andrews-Weckerly, Beth Faulkner, Brad du Pont, and John Crossan. Look for opportunities to help support our trip and our friends in Jalonga. A Lenten Service Fair to support the trip was held on March 6. Part of the requirement for the youth participating in the mission trip is to take part in

one of three planned service projects. The first project was on February 12, where five youth and two adults spent the morning at Friendship House painting and cleaning. The youth will also be serving at SOAR and St. Michael's this spring.

Parish Life

1. Movie Night on January 29 was a great success! The children gathered in their pajamas with their sleeping bags and pillows. They watched *Toy Story 3* on the big screen in Parish Hall B and *How to Train a Dragon* on the new big screen TV in the Commons Room. Thanks to all the families, especially the Schlerfs, for bringing all the snacks.
2. Our February 13 Valentine's event—Kids' Music Experience with Pete Moses—was so much fun for both children and adults alike. Pete engaged those present with his own spin on some favorite songs with a rock 'n roll twist. The children danced and sang their hearts out! A festive afternoon with Valentine's Day decor, fun music, dance, and pizza topped it all off. Pete Moses will be back at Christ Church in May for a special event for kids during the Annual Meeting.
3. The YAC class made and sold macaroni and cheese and made \$554, all of which was donated to Haiti and the Dominican Republic trip. Look for additional mac and cheese fund-raisers (with a new, improved recipe) to benefit the DR. This project was created and led by the youth of the YAC class.
4. A Newcomers' reception was held at 10 AM on Sunday, February 6 in Parish Hall A.
5. UrbanPromise will hold a Silent Auction in the Parish Hall to benefit its ministries on Thursday, March 24 from 6-8 PM. It will be preceded by a presentation on the economy from Clyde Prestowitz, an advisor to several US Presidents and the brother of Rob Prestowitz, the Executive Director of UrbanPromise. Special thanks to Mike Sayer and Susan Casscells who have helped with the planning and organization of the auction.
6. The Annual Meeting Committee has met several times and is very enthusiastic about the celebration of our life together that is being planned for Sunday, May 15. Susan Casscells, chair of the 2011 Annual Meeting, will share details about the morning and lunch at the April Vestry Meeting.
7. The Parish Life Committee will meet at 7:30 PM on Thursday, March 17.
8. The CCCH Choral Pilgrimage to England was held February 3-12. Twenty-nine pilgrims, mostly from CCCH, visited more than eight Cathedrals and Collegiate Chapels, worshipping at Evensong each day.
9. New Foyer Groups were formed in January. Groups are encouraged to invite guests, particularly Newcomers, to broaden the scope of the program.
10. On Tuesday, March 8, Shrove Tuesday was celebrated with a pancake supper sponsored by the Parish Life Committee and presented with assistance from the Rite-13 youth. Proceeds from the supper will go toward the Rite-13 Group Pilgrimage in summer 2012.

Website Redesign Team

1. The group has finalized a Creative Brief which will guide the formal development process. During the past month the team has worked on generating a site map. A meeting with Ruth to discuss her thoughts on the presentation and content of the site Home Page will be held on March 16.

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