

**Christ Church Christiana Hundred  
Vestry Meeting Minutes  
October 15, 2009**

**Present:** Wilson Anthony, Steve Brodt, Barbara Cairns, Ted Cover, Betsy Field, Andy Johnston, Wes Jones, Ruth Kirk, Martha Lankford, Gina Pike, Bitsy Robbins, Judy Sargent, Rich Tucker, Ann Wick

**Also Present:** Jennifer Andrews-Weckerly, Russ Bohner

The meeting was called to order at 6:59 PM by Ruth Kirk.

Judy Sargent offered the opening prayer.

The Minutes from the September 10, 2009 Vestry meeting were reviewed. Ann moved that the minutes be approved, Judy seconded, and the motion passed unanimously.

Wilson Anthony acted as Clerk for this meeting.

Ruth welcomed the new Vestry members.

**Reorganization of the Vestry**

Ruth asked for each member to describe the best trait that they bring to the group and what area of ministry at Christ Church they find most inspiring.

Reform of Cluster Groups: Ruth distributed an overview of the current Vestry Cluster structure. A full list of committees will be added to the overview in the future. Vestry members expressed their preferences as to Clusters, and new Clusters were formed, as follows:

- Stewardship: Judy, Wes, Ted, and Steve
- Spirit Life: Wilson, Bitsy, Betsy, and Rich
- Service to Others: Martha, Barbara, Gina, and Ann

Secretary of the Vestry: Ruth reviewed the new Bylaws and discussed the position of Secretary. Wilson stated that he would not want to take minutes in the coming year, as he felt it limited his ability to contribute fully to the Vestry's discussions. The Vestry discussed the option of inviting someone outside the Vestry to act as Secretary and take minutes for the group. The group decided to approach parishioners to act as Secretary.

Treasurer and Assistant Treasurer: Ned Jackson was appointed Treasurer and Mark Attix Assistant Treasurer.

Determine Representatives to CCEP Trustees, Finance, and Buildings & Grounds Committees: Ann Wick agreed to replace Steve Brodt on the CCEP Board of Trustees, and Ted Cover was appointed to the Board from the new Vestry class. Wes Jones was appointed to the Finance Committee. Andy Johnston was appointed to represent the Vestry on the Buildings and Grounds Committee.

Election of Junior Warden: Steve Brodt was nominated and elected unanimously as Junior Warden.

Discussion of Youth Representative Nomination Process: Four candidates were identified as possible Youth Representatives. The Vestry will ask the candidates to

provide a brief description of their ministries at Christ Church and why they desire to be on the Vestry. In addition, a communication will be sent to all eligible members of the CCCH Youth Program, so that all interested youth have a chance to make a submission to the Vestry.

Appointment of Sub-Committee to Work on Annual Meeting Process: Wilson, Ann, Betsy, Barbara, and Rich agreed to form the team to work on this issue.

Diocesan Convention: A notice will be placed in the *Communicator* to determine interest in representing the parish at the Diocesan Convention.

### **Cluster Reports**

Stewardship: Wilson Anthony led a review of the Finance Committee's recommendation for the 2010 budget. An overview of the budgeting process which was prepared by Bryan Keenan was reviewed (see Attachment A). The proposed budget has a funding shortfall of \$115,772 (pending results of parish pledging for 2010). The Finance Committee's recommendation is to use funds from the Contingency Reserve to cover the shortfall. The current balance in the Contingency Reserve is \$264,782, which was supplemented by the budget surplus from FY 2008. Rich Tucker raised concerns about the decline in pledging units over the past years. The group discussed the possible reasons for the decline in pledging and the possibility of gathering data on the reasons why people stopped pledging. It was noted that those who have left the church should be contacted as part of the Stewardship Campaign in an effort to get them to return to the parish.

Service to Others: Barbara stated that the Outreach Committee hopes to make a decision at their November 3 meeting on the use of the Capital Campaign Outreach funds.

Spirit Life (see Attachment B): Wilson reviewed the Cluster Report and added that training for Eucharistic Ministers and Lectors is scheduled for November 19 at 7:00 PM and that Bill Owen is in the early stages of considering the requirements for the formation of a youth choir.

### **Rector's Report (see Attachment C)**

Ruth reviewed her report. Ruth mentioned that Lynne has begun a program to pray for Christ Church Youth on Wednesday nights and that Doug Yago will be part of the YAC Youth leadership this year.

### **Other Matters and Final Thoughts**

Ruth announced that January 9 will be the date of Jennifer's Ordination to the Priesthood. The service will be at Trinity Church.

Judy gave the concluding prayer.

The meeting was adjourned at 8:50 PM.

Respectfully submitted,  
Wilson Anthony, Clerk-Designee

## **Attachment A: Finance Committee 2010 Budget Overview**

Attached to this cover report is the initial three-year budget for the years 2010-2012 prepared by the Finance Committee.

### **2009 Budget**

As I explained at this year's Annual Meeting, actual operating results are better than anticipated. Collections on pledges have been in line with past experience. Careful control of expenses prevented any unexpected variances from the budget. If pledge payment remains strong, the anticipated additional draw on the endowment will be substantially less than 1 percent.

### **2010 Budget**

As you will see, there is a shortfall of over \$170,000 for 2010. The committee identified and reviewed several ways to meet the shortfall, as follows:

- Reduce expenses
- Increase revenue by growing pledges
- Increase revenue by increasing the draw on the endowment
- Increase revenue by drawing on the contingency reserve

#### **Reduce Expenses**

The committee rejected cutting expenses. Parish expenses have been cut over the last several years, and this year's budget reflects modest cost of living increases. This means that the committee cannot merely reduce expenses overall by some percentage. Expense cutting will address the shortfall only if the committee recommends cutting whole programs or eliminating staff positions.

While not an expense reduction, the committee did not restore the operating budget's contribution to the capital budget to the recommended amount. Instead, the committee retained the reduced contribution included in the 2009 budget.

#### **Increase Revenue by Growing Pledges**

As we can all agree, the parish needs to increase the amount pledged to the annual operating budget. Experience has taught us that pledging will not dramatically change from one year to the next, so the budget reflects an increase in giving of 3 percent; this increase is in line with historic increases.

#### **Increase Revenue by Increasing the Draw on the Endowment**

To balance the 2009 budget, the committee recommended and the Vestry approved an extra 1 percent draw on the endowment. Collections during the fourth quarter of 2009 will determine how much of an extra draw will be needed to balance the 2009 budget.

#### **Increase Revenue by Drawing on the Contingency Reserve**

The committee is optimistic that the contingency reserve will be sufficient to balance the 2010 budget. It is our recommendation that the Vestry draw on the contingency reserve to balance the 2010 budget.

Respectfully submitted,  
Bryan E. Keenan  
for the Finance Committee

## **Attachment B: Spirit Life Cluster Report, October 15, 2009**

### **Worship**

1. Jennifer Andrews-Weckerly returned to worship on Sunday, October 11 and has returned to her duties as Curate.
2. The service schedule returned to three Sunday services on September 20<sup>th</sup>.
3. A Blessing of the Animals service was held at the 9:00 AM worship on October 4. The service was outdoors, and many parishioners brought their animals to be blessed.
4. A Worship Committee meeting was held on September 15. Carol Wilson presented a review of different styles of Service Bulletins. A quiet day is planned for December, and Ian Markham, Dean of Virginia Seminary, will lead the event.

### **Spiritual Formation**

1. The Youth Committee met for the first time in late September. The next meeting will be Monday October 19<sup>th</sup>. The group has begun a conversation around what youth events and activities the youth are interested in and how are we fulfilling the Youth Overview and Vision that we have put together.
2. Sunday school and youth programs will resume on September 20. Registration is ongoing through the web site, and there will be a sign-up and information table at the Parish Picnic.
3. There are lock-ins scheduled for both the Rite 13 and J2A class. A Night Watch event has been scheduled for the J2A class.
4. The J2A Pilgrimage group met on October 4 and chose Italy as the destination for the 2011 youth Pilgrimage. The group will work to discern its full itinerary during the coming months. Look for Pilgrimage fund-raising events throughout the year.
5. The Wednesday night Senior High Small Group resumed its meetings in September.
6. Christian George presented at the 10 AM Enrichment Hour on September 27<sup>th</sup>. Mr. George is an author on a number of books on Christian Pilgrimage. Youth classes attended the presentation, and Mr. George joined the J2A group for lunch following the 11:00 service.
7. Regarding the UrbanPromise workshop for youth ministry and banquet to follow on 10/29 at the Chase Center, we are hoping to have some representation from the Christ Church Youth Program (teachers, parents, etc.). The speaker will be Dr. Tony Campolo, a nationally recognized educator and leader of programs for at-risk children. Please contact Betsy Field if you or others you know may be interested in this evening.

### **Fellowship**

1. The Parish Picnic was held on Sunday, September 13. The weather cleared the night before the picnic and the event was held outside on the lawn.
2. Christ Church Hayride was held October 11.
3. Trunk and Treat is scheduled for October 25. Jinni Butz will be coordinating this year.
4. The CCCH Musician in Residence program will be October 30-November 1. We will welcome Stephen Cleobury, Fellow, Organist, and Director of Music at King's College, Cambridge, since 1982, and Chief Conductor of Britain's only full-time professional choir, the BBC Singers. A reception is planned following the Evensong on November 1.

## Attachment C: Rector's Report – October 15, 2009

**Personal:** I attended my 20<sup>th</sup> reunion as a part of the convocation at Virginia Theological Seminary on October 5-7. The lectures were given by Eboo Patel and Lisa Kimball, examining interfaith dialogue and youth. It was refreshing to be back on campus and to listen and learn with classmates and colleagues. In the same week I also travelled to Chicago to officiate at the wedding of one of my 1998 youth pilgrims. Later this month I attend “the Gathering of Leaders,” an opportunity for Episcopal clergy to learn from one another. This conference topic is Christian formation in the Missionary Church. I'll be away October 26-28.

**Staff:** We are glad to welcome back Jennifer Andrews-Weckerly. She returned from maternity leave on Sunday, October 11. Millie Miller returned from her week's vacation. Bill Owen is away for a few days this week, after hosting the organ builders (thus saving us the cost of their lodging).

### **Parish:**

- 1) **CCEP:** The year has begun well in our preschool. The outdoor classroom is such a success, even in its incomplete state; teachers are including objectives in their weekly plans. 94 new books were added to the library, bringing the collection to 827. In chapel on Tuesdays, the children are going to be learning a bible verse each week.
- 2) **Youth Ministry:** 288 youth, aged 13 to 23 are being prayed for each Wednesday evening at 5:30. Lynne Jensen has begun a prayer time for youth leaders, parents, and youth. You are welcome to join her. The new Youth Committee will meet again October 19. The purpose of this gathering is to hear from the youth about their desires. Lynne has scheduled 3 trainings for youth leaders. On November 14 the topic will be on leaders as spiritual guides and the first steps in developing parish guidelines for youth leadership along Safe Church policy standards.
- 3) **YAC:** We met to review the YAC curriculum and reform the class so that youth take more leadership in the Sunday morning programs.
- 4) **Jessie Ball du Pont Fund:** A request was submitted this week for a grant over three years, supporting the expansion of Connecting Generations, Inc. My thanks to Tom Scott and his team for their work on developing the grant proposal.