

**Christ Church Christiana Hundred
Vestry Meeting Minutes
September 10, 2009**

Present: Wilson Anthony, Steve Brodt, Sandy Durgin, Brandon Elliott, Betsy Field, Andy Johnston, Ruth Kirk, Martha Lankford, Gina Pike, Bitsy Robbins, Ann Wick

Absent: Bruce Kallos, Tilly Maassen, Judy Sargent

Also Present: Russ Bohner

The meeting was called to order at 7:01 PM by Ruth Kirk.

Steve Brodt offered the opening prayer.

The Minutes from the August 6, 2009 Vestry meeting were reviewed. Ann Wick suggested that an addition be made to clarify that the Vestry had designated \$600,000.00 to the Capital Campaign from the Downs bequest. Andy moved that the minutes with the revision be adopted, Steve seconded, and the motion passed unanimously.

Wilson Anthony acted as Clerk for this meeting.

Cluster Reports

Stewardship: Andy discussed a request from the Buildings and Grounds Committee to landscape the area from the preschool to the play area (See Attachment A). Andy moved that the funding be allocated, Ann seconded, and the motion passed unanimously.

The Vestry discussed and issued recommendations to the Finance Committee on the levels of program and merit pay increases for the Clergy and Staff. The Finance Committee will incorporate these suggestions into preliminary budget planning, and the Vestry will finalize these numbers as part of the approval of a final budget in December.

Wilson reviewed the work of the Stewardship Committee and distributed a timeline of events associated with the fall Campaign (see Attachment B). Vestry members were asked for their participation in the Leadership Gifts presentation as well as the Lunch and Learn, Dine and Discuss, and Rectory Reception events.

Ruth and Wilson gave a brief overview of the Finance Committee's initial work on the 2010 budget. It was noted that a significant increase in income or decrease in spending will be necessary to balance the budget in its preliminary form.

Service to Others: The Outreach Committee is working on its review of options and proposals for the use of the \$100,000 from the Capital Campaign allocated for outreach.

Spirit Life (See Attachment C): Wilson reviewed the Cluster Report, with special attention to the success of the Vacation Bible School in August and the upcoming concert by the Choir of King's College, London and the Musician in Residence program October 30-November 1.

Mutual Ministry Review, Part II

The Vestry completed its Mutual Ministry Review. The work focused on a review of the program year September 2008-June 2009. A list was compiled of events and programs, and each was designated as "Celebrate," "Improve," or "Bomb." The feedback, and the Mutual Ministry Review process, will be discussed during the Vestry Retreat in October.

Rector's Report (See Attachment D)

Ruth reviewed her report. Special thanks were given to Rosanne Miller for her work this fall with the Stewardship Committee. Ruth mentioned that Jennifer Andrews-Weckerly gave birth to Simone Grace who arrived on August 15. Jennifer is doing well and is expected to resume her duties in mid-October.

Ruth mentioned that a volunteer from the Preschool has stepped forward to coordinate Trunk 'n Treat, with the assistance of Lynne Jensen. The event is scheduled for October 25.

Other Matters and Final Thoughts

Ruth gave thanks to the departing members of the Vestry.

Steve gave the concluding prayer.

The meeting was adjourned at 8:52 PM.

Respectfully submitted,

Wilson Anthony, Clerk-Designee

Attachment A: Buildings and Grounds Preschool Playground Access Proposal

September 4, 2009
DRAFT

To Members of the Vestry:

Our committee has been working with representatives of the Preschool to help fully develop the location, design, and associated materials needed to provide safe access to the Preschool Playground and the new Outdoor Classroom. The steep hill the children use to access these spaces has greatly eroded over the last few years creating an unsafe environment. The grass has died leaving bare earth or mud when damp. The steep slope of this area has always been a concern. However, the quantity of rain we have experienced this year has caused further erosion on the hill exposing sharp loose stones that create a tripping, sliding, and falling hazard for children and adults alike. The B & G Committee is responsible for improving areas that become a safety hazard within the Church property, and this one has become a growing concern over the summer.

Catherine Dolan, Preschool Head, has prepared the following detailed description for the Outdoor Classroom. I understand that she has shared a presentation on the values this program adds to the overall learning experience within every age group in the Preschool and that it was well received. As you know, CCEP received a \$5,000 grant and raised funds at their spring event to be applied to this project.

The project description includes a section on site work and landscaping that address the area of safety concern - the egress to the playground and outdoor classroom. Since this area needs to be addressed by B & G regardless of work on the outdoor classroom, we feel the associated costs and the responsibility to ensure the safety concerns are fully met, belong with us.

The B & G Committee proposes that we use available funds within our Capital Expense Budget to cover the \$12,175 for this work. (Secondary bid - \$21,000.) Since the new school year is beginning this week, we request your approval to move forward with immediate improvements.

2009 B & G Capital Expense Budget:	\$196,312
2009 Approved project costs:	136,910
Proposed CCEP site work:	<u>12,175</u>
Balance:	\$47,227

I welcome any questions or concerns. Thank you for your consideration.

Linda Boyden
Chair, Buildings & Grounds Committee

Attachment B: Stewardship Campaign Timeline, Fall 2009

Sunday, September 13:	Kickoff at Parish Picnic
Sunday, September 20:	Lunch & Learn, 12:00
Wednesday, September 23:	Rectory Reception for Parish Leaders, 5:30
Sunday, September 27:	Dine and Discuss, 6:00
Monday, September 28:	Rectory Reception for Parents of Young Children, 5:30
Thursday, October 1:	Pledge Cards and Second Letter Mailed
Sunday, October 11:	Leadership Gifts Presented at All Services Lunch and Learn, 12:00
Wednesday, October 14:	Rectory Reception for Youth and Their Parents, 6:30
Wednesday, October 21:	Rectory Reception for Newcomers, 5:30
Sunday, November 8:	Ingathering and Presentation of Pledges at All Services
Sunday, November 15:	Cell-Phone-A-Thon Follow Up, TBD
Thursday, December 10:	Stewardship Committee Report to Vestry

Attachment C: Spirit Life Cluster Report, September 10, 2009

Worship

1. Work has continued in the planning for a possible labyrinth installation at Christ Church. Betsy Field worked to contact the owners of labyrinths in Delaware and to gather information on the installation, purpose, and use of the facilities. Information on labyrinths and the possible location of one at Christ Church will be available at the Parish Picnic.
2. The service schedule will switch to the fall schedule (three services) on September 20th.
3. A Blessing of the Animals service is currently being planned for the 9:00 AM worship on October 4.
4. A Worship Committee meeting is scheduled for September 15.

Spiritual Formation

1. Vacation Bible School was held at Christ Church in August. The program was fully enrolled, with 64 children attending. 9 adults and 10 youth acted as leaders for the program. Lynne hopes to have as many as 100 participants next year.
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. The J2A group will begin work this fall on the formal planning for Pilgrimage in summer 2010. An informational meeting for youth and parents will be held on September 20. The group will be reading "Sacred Travels, Recovering the Ancient Practice of Pilgrimage" by Christian George. Mr. George will host the adult enrichment hour on September 27.

Fellowship

1. The Parish Picnic will be Sunday, September 13.
2. The Choir of Kings College, London will perform at CCCH at 5:30 PM on Sunday, September 13.
3. Trunk 'n Treat is tentatively scheduled for October 25. Lynne Jensen 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.

Attachment D: Rector's Report – September 10, 2009

Personal: The Kirk family had a great vacation in Vermont. The time away was of great refreshment for me. One of the growth opportunities that will make me a better staff member is to improve my self care; I struggle with the work/life balance. To this end I've seen my physician to better manage the issues that are combining to create the hoarseness and laryngitis over the last year. With several steps in place, I'm looking for improvement in the next month.

Staff: On September 12th Sherry will celebrate her 20th anniversary on our staff. Please take a moment to extend a greeting to her in thanksgiving for her years of service. We continue to roll through staff vacations, with Millie Miller, Don Somers, and Walt Morris each taking time away this month. Since our last meeting, the Rev. Jennifer Andrews-Weckerly gave birth to Simone Grace Andrews-Weckerly, who arrived August 15, 2009. She has been on the receiving end of our pastoral care, with eucharistic visits, calls, and meals provided. She will return from maternity leave in mid-October.

Parish:

- 1) **Musician in Residence Program:** Bill Owen, Steve Boyden, and I met with the primary organizer for the development of the endowment in memory of Letty Downs for the support of MIR. He has met with his personal attorney to establish the agreement and is awaiting a letter from the Rector and Senior Warden before approaching family members.
- 2) **Parish Life:** A volunteer has been found to coordinate Trunk 'n Treat for this year. Lynne Jensen will support it as well, because this event is a great draw for families with young children and combines preschool and parish communities for fellowship.
- 3) **Gift Received:** A special contribution has been given to allow me to bring a guest speaker to our parish. The intent is that the speaker will be a kind of contemporary prophet, stirring our hearts and igniting our faith for works of justice. I'm considering candidates to invite for a program in the early part of 2010. If you have suggestions, please let me know.
- 4) **Green Show:** I met with Elizabeth Brodt, who is still seeking a co-chair to mentor for the following year, among other leadership positions in this great event for our parish. She highlights a concern for the future of such events when people are reluctant to take on ministries with responsibility.
- 5) **YAC:** A new leadership team is being assembled for the senior high class on Sunday mornings.
- 6) **Team Stewardship 2010:** Rosanne Miller is doing a fabulous job at leading a team of members in the planning and implementation of the annual campaign for pledges of time, talent, and treasure. The theme for the year, "Christ Church Counts on us," is supported in the gatherings at the rectory (for parish leaders, youth & their parents, parents of young children, and newcomers/newer members) and the three programs open for everyone. At the gatherings we will focus on the need for personal investment in the community of Christ Church because we rely on each other for the ministry we share. This year the pledge card will include an opportunity to request contact for offering time and talent as well as the financial pledge.
- 7) **Annual Meeting:** Our annual meeting will be held on Sunday, October 4, at 4:00 pm in Parish Hall A.