

CHRIST CHURCH CHRISTIANA HUNDRED

Vestry Minutes

August 14, 2025

7:00 PM

Present: Ran Barton, Cindi Cozza, Barb King, Shelley Kinsella, Kendall Meldrum, Thorpe Moeckel, Scott Nickle, MJ O'Connor, John Olsen, Wil Stith, Jaq Whalen

Also Present: Jon Payne, Thom Peters

Absent: Chuck Arensberg, Ruth Beresford, Jamie Poston, Alexia Wolf

The meeting was called to order by Ran, the senior warden, at 7:01 PM, and Thom offered the opening prayer.

Managing Parish Resources

Leak Remediation Update: Jon provided an update on the roof project. He referred to the executive summary prepared by Whiting-Turner on July 31 that was forwarded to the Vestry in advance and supplied additional details about aspects of the work completed recently. Some tasks that were initially planned for the later weeks of the project were moved up so that they would be done before the preschool year begins. The first invoice has been paid. Overall, the project is where it should be on this date, and the team on site is doing an excellent job. Thom asked if the photos of the work would be shared on social media, and Jon responded that Sherry is working on those posts. Kendall reported that the preschoolers have been fascinated by the construction activity, and Jon added that a more solid barrier was erected around the site to ensure their safety. Thorpe noted that we are blessed to have Jon's knowledge and experience as we undertake this project.

Capital Campaign and Facilities Plan: Thorpe gave an update on the work of the Facility Master Plan (FMP) Committee, which comprises members of the Strategic Plan Goal 3 Team as well as other key parish leaders and staff. An FMP would be needed to support the case for a capital campaign to repay the loan taken from the endowment for the roof project and to make other potential capital improvements that serve the strategic goals of the parish and preschool. The group has prepared drafts of a scope of work and a request for proposal (RFP), distributed to the Vestry in advance, which would be used to select a consultant to lead the production of a professional and comprehensive FMP. The work of this group would be separate from an eventual capital campaign team and must be completed first. Ran concurred that an FMP is essential to planning for our future and preparing ourselves to approach our fellow parishioners for contributions. John added that when applying for grants, it is critical to tell a compelling story about what is being asked for and why, so that our request stands out and above among the many others being considered. Jaq questioned the necessity of hiring a consultant to tell our story for us, and Wil responded that seeing how Whiting-Turner manages all the details of the roof work gave him an appreciation for the value to the parish of paying for the expertise of a top professional in the field. John noted that a

consultant would bring knowledge of what other parishes have done that we might not have thought of, and Scott noted that they would help us organize a wish list into a workable timeline and ensure we do not overlook key considerations. Kendall commented that putting out an RFP costs us nothing, and we would learn from that exercise. Barb requested that the RFP emphasize that the consultants must clearly articulate how the FMP will serve the wider community that our facilities can serve. Ran asked the team to further develop the RFP language and bring it to the next Vestry meeting to be voted on. Separately, he will begin to compile a list of parishioners with the skills and talents for a future capital campaign team, and he welcomes suggestions of names.

Finance Committee Update: Jaq explained that there is no report this month because the Finance Committee has not met since the last Vestry meeting, and she directed all to Terri Carpe's financial commentary from July.

Leadership and Governance

CCEP Update: Cindi reported that the Board of Trustees held their retreat on July 15, where they established three guiding pillars for their strategic direction: Faithful Foundations for Lifelong Learning, Excellence Begins Here, and Sacred Spaces for Small Feet. Specific goals and timelines are being developed for each of these, and the final strategic plan document for 2026-2030, to be titled "Small Hands, Big Futures: Celebrating 20 Years Together" will be delivered by the end of 2025. Kendall, who is co-president of the CCEP Parent Association, reported that the date of next year's gala has been set for April 17, 2026 at the Greenville Country Club, and promotion for it will begin at the golf tournament. Shelley asked about connecting to alumni of CCEP's predecessor, the Madame Layton School, and Kendall responded that they are working on tracking down that information to make the celebration multi-generational. Cindi added that she and Jaq are meeting with Sheila Abio to coordinate that effort across the preschool and parish. Ran asked Cindi and Kendall to mention to Sheila and the Board of Trustees to adopt the same or a similar gift policy as is being developed for the parish.

Personnel: Ran reported that we have signed a letter of agreement with Erin Richardson Severin, who will begin her ministry here as curate on September 1.

Unfinished Tasks

Strategic Priorities Document: Barb provided the background to this document that she, Jaq, and Cindi volunteered to work on, following a discussion at the October 2024 Vestry meeting. Jaq explained that the original financial priority statements were included in the stewardship packet sent to parishioners as the explanation for the pie chart of where our giving goes, but it was felt that they were not as effective as they could be in inspiring a spiritual connection to why one should make a pledge. Jenno remarked that the original statements, which date to her Vestry term in the early 2010s, were intended to guide decisions on the operating budget, and how or why they came to be included in stewardship communications is unknown. Ran observed that perhaps one set of statements was being expected to function for two different audiences, and Jenno concurred that this version is more appropriate to send to parishioners. Wil suggested that this document would

be good to include with the RFP materials, to show potential consultants what we are about, leading to a more insightful plan for our path forward. John added that the language in the Impactful Outreach section could be tweaked to better dovetail with the Outreach Committee's mission statement, and he would follow up on that.

Peace Pole Initiative: Jaq reported that the pole will soon be delivered. Kent Matsumoto and Jim Whalen will install it, and it will be dedicated on September 21, World Peace Day, following the 10:30 service. The phrase "May Peace Prevail on Earth" will be inscribed on it in English, Japanese, Spanish, and French, and there is a plaque with the phrase in Braille as well. They attempted but were unable to obtain a translation in the Lenape language. Connie Matsumoto will speak at the Elder Ministry luncheon on September 17 about her book "Of White Ashes." Connie and Ruth are discussing the format of the dedication ceremony, and Ran emphasized the need to publicize the event to the parish.

Vestry Assistance Needed: Scott reminded the Vestry that if they have not done so already, to please submit a "why I give" statement to him or to Deb Piper, to be shared in stewardship communications.

Diocesan Convention Housekeeping: Selection of the parish delegation was deferred to the next Vestry meeting, as the deadline for submission is not until September 22.

Leading the Congregation

Presence of Vestry at Parish Events: Ran reviewed the list of fellowship, formation, and ministry events from August 31 through September 14. He added that he would be reaching out to some individuals to assist with welcoming and onboarding our new curate, Erin.

Report from the Wardens: Ran reminded all that he is collecting Q&As about the roof project and capital campaign.

Meeting Tasks and Takeaways

Approval of Minutes: July's meeting minutes were approved as amended with input from John, in the "Resolution to Finance This Summer's Construction" section.

Concerns and Thanksgivings: Barb expressed how much she enjoyed having Patty Downing here for three weeks while Ruth and David were away; Thom echoed with his appreciation for her support. Thorpe mentioned that an attendee at a funeral told John Faulkner that they would like to give a tree in memory of their loved one, underscoring the need for a clear gift acceptance policy. Shelley reported that the Theology Small Group just finished its latest book, and all are welcome to join them every other Thursday in Commons Room at 5:30 PM as they begin their next book, C. S. Lewis' "Mere Christianity."

To-Do Assignments and Talk-Abouts: Ran and Jenno recapped the tasks identified throughout the meeting. Jamie has the closing prayer at the meeting on September 11.

The closing prayer was offered by Barb. The meeting adjourned at 8:40 PM.

Respectfully submitted,
Jennifer O'Connor, Clerke