

**Regular Meeting of the Vestry**  
THE NEVIL MEMORIAL CHURCH OF ST. GEORGE, ARDMORE, PA  
**Tuesday, November 1, 2016**

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**ATTENDANCE**

**Present:** Chris Butto, Sarah Farnsworth, Stephen Krouse, Susan LaBrake, Rob McGarvey, Janet Reddin, Catherine Stuart, The Very Rev. Ryan Whitley

**Absent:** Joan Cesare, Paul Joslin

Supplemental Documents:

- a) August 2016 Financial Report
- b) September 2016 Financial Report

The meeting convened at 7:04 p.m.

**OPENING BUSINESS**

- Opening Prayer
- Approval of the October 2016 Minutes  
A **MOTION** was made by Chris Butto to approve the minutes for the October 2016 meeting.  
The motion was seconded by Catherine Stuart.  
It passed unanimously.
- GUEST SPEAKER: Pete Ricci, Chair of the Kitchen Renovation Committee. Pete showed the Vestry the blueprints for the kitchen renovation and described the improvements in detail. He said that special thanks are due to Katherine Coonradt for drawing up the plans so promptly. Work will begin in January, with the goal of being finished in time for the Easter Vigil dinner on April 15.

**SOCIAL, OUTREACH, CALENDAR AND COMMUNICATIONS**

- Upcoming events:
  - The Gala – Saturday, December 3 at 6PM. The theme is vintage Hollywood. Organizers: David and Laurie Ney.
  - Pancake breakfast with Santa – Saturday, December 10, 8:30 – 10:30AM. Jointly sponsored by The Children's Ark and the church. Organizers: Sam Soldan and Miranda Freberg.
  - January-June 2017 Calendaring Meeting – Sunday, December 11 at noon.
  - Annual Vestry & Staff Christmas Party – Friday, December 16 at 7PM.
  - Christmas Pageant – Sunday, December 18 at the 10AM service.
  - Martin Luther King Day – Monday, January 16, 9:30AM. Making peanut butter and jelly sandwiches and assembling bag lunches for the homeless.
  - Annual Meeting – Sunday, January 22. The suggestion was made to ask Kelly to attend so that parishioners have a chance to meet her.
  - Episcopal Visitation – Sunday, January 29, with a potluck brunch following the 10AM service (kitchen will be unavailable). Brunch organizers: Laurie Ney and Julie Ricci.
- Outreach Report – Donna reported via e-mail that last Sunday's meal assembly for Aid for Friends went smoothly. Mary Hobart has started a new project, organizing a soup cookbook, with all proceeds going to Outreach. The Outreach Christmas project will be in support of the St. James School.

- Fr. Ryan suggested holding “calendar” meetings every six months, to which everyone who schedules events on the parish calendar will be invited in order to coordinate and space out events appropriately. [NB: this event was subsequently scheduled on Dec. 11 at noon.]
- Sarah agreed to continue to serve on the SOCC committee until new Vestry members are elected.

## **FINANCE, ADMINISTRATION and WORSHIP**

### **Accounting Warden’s Report**

- Rob presented the September financial report, the first since the transition to a new accounting firm. A **MOTION** was made by Steve Krouse to receive the financial report. The motion was seconded by Chris Butto. It passed unanimously.
- The Finance Committee has met to begin work on the 2017 budget, and will meet again before the January Vestry meeting, when the Vestry needs to approve the budget that will be presented at the annual meeting. Rob said the Finance Committee also discussed clearing up some line items in the budget.
- This year’s Diocesan assessment is \$16,491, and the requested Diocesan pledge is \$36,655. The Diocese wants one-quarter paid by the end of this month and the remainder by June 1, 2017.
- Rob reported that Kelly had experience using [Google Apps for Nonprofits](#) at her last job and that one of its valuable features is the ability to create distribution lists. Kelly and Fr. Ryan have switched to using their new e-mail addresses: [parishoffice@stgeorgeschurch.org](mailto:parishoffice@stgeorgeschurch.org) and [rector@stgeorgeschurch.org](mailto:rector@stgeorgeschurch.org).

### **Rector’s Report**

- Fr. Ryan reminded the Vestry that it is time to recruit parishioners to run for election to the Vestry. Two positions need to be filled. Both Rob and Paul are completing their first terms so they are eligible to stand for re-election. Rob has agreed to run again but because Paul is absent it is not known whether he is willing to be a candidate [NB: When contacted later Paul agreed to run.] After discussion a list of potential candidates was generated and Vestry members volunteered to ask these parishioners whether they are willing to become candidates for the January 22<sup>nd</sup> election.
- The Vestry went into executive session to discuss personnel matters.
- Fr. Ryan reported that the Merion Deanery’s Fall Fundraising Fête for St. James School was a success. Although the overall attendance was lower than the previous fundraiser (~55), more than \$3,000 was raised and there were many new faces.
- This year’s Trunk or Treat event was a smash hit, with 15 cars participating. The mix was about 70/30 Ark/Church.
- Bishop Gutierrez has purchased a house in Narbeth. Laurie Ney and Julie Ricci are organizing a potluck brunch for his visit to St. George’s on January 29<sup>th</sup>.
- On November 13 David Kasievich, Head of St. James School, will be the guest preacher. On November 27, the guest preacher will be The Rev. Canon Shawn Wamsley (Canon to the Ordinary).
- Fr. Ryan invited everyone to attend the Opening Eucharist and Seating of the Bishop at this year’s Diocesan Convention, which will occur on Friday, November 5 at 6:30PM at Episcopal Cathedral. St. George’s lay delegates to the Convention this year are Catherine Stuart, Joan Cesare and Phil Moore.
- The Diocese has been informed that this year’s parish audit will be late. The lesson to be learned is that the audit needs to be started earlier, perhaps as early as May.

Class of 2017  
Paul Joslin  
Robert McGarvey, *Accounting Warden*

Class of 2018  
Chris Butto  
Susan LaBrake  
Catherine Stuart, *Rector's Warden*

Class of 2019  
Joan Cesare  
Sarah Farnsworth  
Stephen Krouse  
Janet Reddin, *Secretary*

### **Rector's Warden's Report**

- Suggestions for improving the men's and women's restrooms were discussed. Susan will research how much replacing the toilets would cost.

### **BUILDINGS AND GROUNDS**

- All the new emergency exit lights have been installed.
- The Tudor façade of the Rectory is deteriorating and needs to be investigated for possible dry rot.
- The paver still has not repaired the parking lot and now the weather is getting too cool. Sarah reported that George Newnham has offered to apply cold patch to the worst places to tide us over until spring. He also volunteered to re-paint the stripes. The Vestry gratefully accepted both offers and will reimburse him for materials.

### **STEWARDSHIP**

- Chris reported that the Stewardship Campaign is 15 pledges down compared to the same point in last year's campaign. The average pledge has increased by ~\$250.

### **SHEEP CONCERNS**

### **AFFIRMATIONS**

To Vicki Strickland, Nina Wickersham and Elise Whitley for organizing this year's Trunk or Treat event.

### **ADJOURNMENT**

A **MOTION** was made by Rob McGarvey to adjourn the meeting.

The motion was seconded by Susan LaBrake.

It passed unanimously.

The meeting adjourned at 10:02 p.m.

Respectfully submitted,

Janet Reddin, Secretary