

**Regular Meeting of the Vestry**  
THE NEVIL MEMORIAL CHURCH OF ST. GEORGE, ARDMORE, PA  
**Tuesday, January 3, 2017**

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**ATTENDANCE**

**Present:** Chris Butto, Joan Cesare, Paul Joslin, Stephen Krouse, Susan LaBrake, Rob McGarvey, Janet Reddin, Catherine Stuart, The Very Rev. Ryan Whitley

**Absent:** Sarah Farnsworth

Supplemental Documents:

- a) November 2016 Financial Report
- b) Attendance Report for 2016

The meeting convened at 7:07 p.m.

**OPENING BUSINESS**

- Opening Prayer
- Spiritual Exercise: come to Friday night's Epiphany service.
- Approval of the November 2016 Minutes
  - A **MOTION** was made by Catherine Stuart to approve the minutes for the November 2016 meeting.
  - The motion was seconded by Steve Krouse.
  - It passed unanimously.

**BUILDINGS AND GROUNDS**

- Action Items for B&G Committee:
  - Someone on B&G will schedule with Ed Brocklesby or someone else:
    - Repair of the Rectory porch beam and roof flashing
    - Investigation of the damaged horizontal beam on the Rectory's Tudor façade
  - Purchase replacement quartz bulbs for the triangular St. George sign
- The floodlight illuminating the tower is now an LED with a GFCI receptacle. Initially there was an issue with its photosensor but that is now resolved. However there is now concern that the light may be too bright for drivers on Lawrence Road. One possibility would be to plant a bush to help screen it from the road.
- Paul reported that Oliver Sprinkler performed their annual inspection and found repairs were needed. A new backflow valve was installed last February for about \$1,000; work that has to be done every 5 to 10 years.
- Paul mentioned that the triangular St. George sign on the corner may need repair soon because some of its supports appear to be rotting.
- Janet reported that she and Doug Stuart attended the Children's Ark board meeting on December 14 and listened to the Board's discussion of the draft license agreement approved by the Vestry in December. The Board's reaction was generally favorable but one Board member had some lingering concerns. He was asked to propose language that would address his concerns; then the full Board will review it and decide whether to suggest amendments to the agreement to the Vestry.

## **FINANCE, ADMINISTRATION and WORSHIP**

### **Accounting Warden's Report**

- Rob presented the November financial report.  
A **MOTION** was made by Steve Krouse to receive the financial report.  
The motion was seconded by Paul Joslin.  
It passed unanimously.
- Rob presented the draft 2017 budget developed by the Finance Committee. The budget reflects a reduction in withdrawals from the endowment from 4% to 3% and the addition of \$12,000 to the Building & Grounds budget.  
A **MOTION** was made by Steve Krouse to approve the 2017 budget.  
The motion was seconded by Chris Butto.  
It passed unanimously.
- The Investment Committee's recommendations for amending the Church's financial policy will be reviewed next month. One of their suggestions is to lower the expected return on investments from 8% to a more realistic 6%.

### **Rector's Report**

- Fr. Ryan reported that attendance at this year's Christmas Services set a record for his tenure at St. George: 225 at the 4:30 Christmas Eve service, 109 at the late service, and 17 on Christmas Day (compared to 171, 74 and 10 the previous year). He also distributed the Attendance Report for 2016. Average Sunday attendance continues to decline.
- Fr. Ryan reviewed the list of people who will make reports at the Annual Meeting on January 22:
  1. Children's Ark report - Sam Soldan
  2. Outreach Committee report - Donna DiPaulo
  3. Sunday School report - Vicki Strickland
  4. Deacon in Formation's report - Toneh Williams
  5. Accounting Warden's report - Rob McGarvey
  6. Rector's Warden's report - Catherine Stuart
  7. Rector's report - Fr. Ryan
- It was suggested that removal of the underground oil tank be included in the list of accomplishments for the past year, perhaps under Building and Grounds.
- The Diocesan Bishop's visit is January 29. He will conduct two baptisms, two confirmations, and receive two couples. Susan will arrange to have fresh flowers on the altars for this occasion. The Vestry will meet with him after the potluck lunch.
- Bishop Gutierrez is currently scheduled to return to St. George's the following day (Monday, Jan. 30) as part of his "Come and See" pilgrimage to visit every church in the Diocese. Any Vestry members who are available are encouraged to attend. [N.B. - this visit was later postponed until March due to a scheduling conflict.]
- The discussion of the Vestry's impressions of the [Invite, Welcome, Connect](#) website, which contains many resources for assessing and improving newcomer ministry, was postponed until next month. Fr. Ryan envisions that the two leaders of this ministry will include an enthusiastic, outgoing "cheerleader" to interact with the newcomers plus a more administrative personality who will keep track of which steps have been completed for each newcomer.

- A question was raised about the online parish [directory](#). One of its original selling points was that individual parishioners would have the ability to update their own photographs. However that functionality is currently missing. It was suggested that perhaps the ability for individual users to update their photos is a setting which Kelly, as an administrator, can implement. Fr. Ryan will ask Kelly to investigate.

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

- Susan reported that the cost of replacing the toilets in the Church's restrooms is \$239 per toilet (times 3 toilets). The new toilets will be chair height and are available at Lowe's. Susan will ask Derron if he is willing to do the installations, with assistance from Mark Alston.
- Sarah Farnsworth has resigned from the Vestry, so there are now three positions to fill in the Vestry election on Jan 22. More potential candidates were discussed.
- The renovation of the kitchen, which is the last major project in the Capital Campaign, will begin with a parish work day on Saturday, February 4<sup>th</sup>. Everything will be emptied out of all drawers and cabinets and stored in boxes (after purging), the refrigerator and freezer will be moved into the Dining Hall, and everything else movable will be removed. Additional parish work days for the kitchen renovation project are scheduled on March 11<sup>th</sup> and April 1<sup>st</sup>.
- June 2018 is the official end of the Capital Campaign. So what should the next Capital Campaign project be? Possibilities previously discussed include repaying the endowment for boiler replacement expenses, upgrading the wiring in preparation for installation of central air conditioning at some future date, and installing ceiling A/C units in the Dining Hall. We are currently ~18 months through paying off a 5-year \$50,000 loan from the diocese for the boiler replacement.

### **STEWARDSHIP**

- Chris reported that in the week of December 10<sup>th</sup>, \$21,000 in pledges came in so the total received is now \$165,000 from 75 pledges. The average pledge is up \$132. Three new pledges have been received, while nine fewer pledges have been received from existing parishioners compared to last year.
- Chris will work with Fr. Ryan and Kelly to make sure the database the Stewardship Committee is using to contact parishioners about Stewardship is up to date.

### **SOCIAL, OUTREACH, CALENDAR AND COMMUNICATIONS**

- Upcoming events:
  - Outreach Meeting – Tuesday, January 10 at 7PM.
  - Martin Luther King Day service project – Monday, January 16, 9:30AM. Making 250 peanut butter and jelly sandwiches and assembling bag lunches for the Life Center of Eastern Delaware Co. (homeless shelter).
  - Annual Meeting with Vestry election – Sunday, January 22. Crockpot chili and cornbread lunch (kitchen probably will be unavailable).
  - Episcopal Visitation – Sunday, January 29, with a potluck brunch following the 10AM service (kitchen probably will be unavailable). Brunch organizers: Laurie Ney and Julie Ricci.
  - Kitchen Renovation Parish Work Day – Saturday, February 4, 9AM until done. Additional kitchen renovation work days are scheduled for March 11 and April 1.

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*

- Super Bowl Party – Sunday, February 5 in Jerusalem Hall, starting at 5PM.
  - Good Works Work Day – Saturday, February 11, 7:45AM to 4PM in Phoenixville.
  - Shrove Tuesday pancake dinner – Tuesday, February 28, 6 to 8PM.
  - Lenten Quiet Day – Saturday, March 4, 8:30AM to 12:30PM.
  - Designer Bag Bingo – Friday, April 21, 6PM. Organizers: Bryn Smythe and Bernadette Matthews.
- Outreach Report – The next Outreach Committee meeting will be Tuesday, January 10 at 7PM.

## **SHEEP CONCERNS**

### **AFFIRMATIONS**

To Stephen and Tina Lightcap for donating the Christmas wreaths.

To Sally Hale and Sue Grant for all the Christmas floral work they did.

To Mary Hobart for her assistance with the Stewardship Campaign.

To Vicki Strickland for writing and organizing the children's Advent pageant.

### **ADJOURNMENT**

A **MOTION** was made by Catherine Stuart to adjourn the meeting.

The motion was seconded by Rob McGarvey.

It passed unanimously.

The meeting adjourned at 9:36 p.m.

Respectfully submitted,

Janet Reddin, Secretary