



Vestry Minutes

20 April 2015

Attendees: David Abbott, David Ball, Ashley Bracken, Andrew Britton, Jen Courtney-Keyse, Jack Denman, Tamra d'Estrée, Suni Devitt, Larry Kueter, Mike McCall, Anna Pendleton, Ned Rule, Jane Schumaker, Robert Hendrickson, Charles LaFond, Elizabeth Marie Melchionna, Jadon Hartsuff, Liz Costello, Kim McPherson, Mike Orr, Stephen Tappe, Tara Williams

Guests: Lou Blanchard (for Dean Search discussion), Sally Brown, Tom Luehrs, Mandy Rigg, and Ray Stranske for Clarkson Task Force/Saint Francis Center Lease Option discussion)

Absent: Tim Dunbar

Call to Order: 6:54 PM Larry Kueter

Summary of Action Taken:

- The Vestry directed the Executive Committee of the Vestry that if by May 1st negotiations with the Argonaut result in a satisfactory modification of the lease for parking, the Executive Committee may sign the Lease Option Agreement with the Saint Francis Center, sign the related Letter Agreement regarding legal fees, and execute the revised lease agreement with the Argonaut.
- Adopted the Buildings and Grounds Commission Charter with the addition that the Finance Committee will be consulted for approval of all significant expenses.

Consent Agenda Items:

- Approval of Minutes from the March 9, 2015 meeting
- Approval of Minutes from March 29, 2015 meeting

Discussion:

SJC Dean Search Plan

The draft project plan for the search for a new Dean was reviewed.

- The duties and composition of the various committees for the search process were reviewed; they are: the Search Parish Profile Committee, the Search Interview Committee, the Personnel Committee, the Transition Committee (to work on the transitions to the Interim Dean and the new Dean), and the Hospitality Committee.
- One member of the Search Parish Profile Committee and the Search Interview Committee will have the specific responsibility of communicating the committee's progress to the Vestry and congregation via Mike Orr.
- The members of the Search Parish Profile Committee and the Search Interview Committee should be an odd number (9, 11, 13, or 15 at most) and reflect the various groups within the congregation (age, service attended, the various ministries, etc).
- The Personnel Committee will consist of Vestry members only and will focus on staffing policies, salary ranges, etc.



"To know Christ and make Christ known"

- The ad hoc transition committee (Abbott, Bracken, Courtney-Keyse, and Kueter) will review the list of those who have volunteered or been recommended for the various committees to generate proposed committee membership for Vestry review. When selected, the members of the Search Parish Profile Committee and the Search Interview Committee will be formally commissioned at an appropriate service.
- A conceptual calendar for the search process will be developed. The time required for appropriate discernment and information collection for the various steps in the process will be allowed to take the necessary time but we don't want to let any step lag beyond what is really needed.

Clarkson Task Force/Saint Francis Center:

- Tara Williams reviewed the status of negotiations with the Argonaut for modification of the lease regarding parking spaces.
- SJC has received a March 24, 2015 resolution from the Diocesan Standing Committee allowing SJC and the Clarkson Corporation to enter into the lease option with Saint Francis Center and execute the necessary documents for the lease option, and recommended that the Bishop approve the lease option and related necessary agreements.
- Motion: The Vestry directed the Executive Committee of the Vestry that if by May 1st negotiations with the Argonaut result in a satisfactory modification of the lease for parking, the Executive Committee may sign the Lease Option Agreement with the Saint Francis Center, sign the related Letter Agreement regarding legal fees, and execute the revised lease agreement with the Argonaut. This motion was seconded and unanimously approved.

Temporary adjournment: 8:57 PM

Clarkson Corporation Meeting

8:57 PM Call to order

- The motion directing the Executive Committee to act on the Lease Option Agreement, etc. described above with the modification that the members of the Vestry Executive Committee were appointed as a Clarkson Corporation Committee to act in the same capacity was moved, seconded, and unanimously approved.

8:58 PM meeting adjourned

Vestry meeting resumed 8:58 PM

Building and Grounds Commission Charter:

- Motion: that the Buildings and Grounds Commission Charter be adopted with the addition that the Finance Committee will be consulted for approval of all significant expenses. Moved, seconded and unanimously approved.



Metro CareRing Community Garden: Liz Costello presented proposed plans and concepts for this ministry including a proposed budget and funding sources.

Finance Committee: Andrew Britton reviewed the financial information in the Vestry packet and the Financial Dashboard presentation in particular, which will be a regular part of future presentations. Britton also noted that a number of policies related to SJC's finances will be proposed at the next vestry meeting.

Clergy/Staff Reports: deferred

Consent Agenda Items:

- Approval of Minutes from the March 9, 2015 meeting
- Approval of Minutes from March 29, 2015 meeting

Executive Session: Vestry and Fr. Hendrickson only

Call to order 9:34 PM

- The proposed Personnel Operations Committee was discussed.
- Larry Kueter noted that Dean's Review and Compensation Committee, which was formed last fall, should have a report and recommendations at the next Vestry meeting.

Adjourned: 9:56 PM