

Meeting of the Vestry of St. Philip's Church in the Highlands
August 28, 2022
12:00 Noon in the Parish House

Agenda

Opening Prayer – Will Felder

Spiritual Exercise

Minutes for Approval - June 26, 2022 Vestry Meeting

Rector's Report

Updates from summer and looking ahead to new program year

Wardens' Report

Vestry retreat with Bishop Mary Glasspool

St. James Lelan Kenya and Outreach requests

Music Committee proposal

Treasurer's Report

Ministry Reports/Questions

Outreach

Other Business

Closing Prayer

Adjourn

Next Meeting: Sunday, September 25, 12:00 noon in the parish house

Spiritual Exercise for August 27, 2022

Hope

"...We* boast in our hope of sharing the glory of God. And not only that, but we also boast in our sufferings, knowing that suffering produces endurance, and endurance produces character, and character produces hope, and hope does not disappoint us, because God's love has been poured into our hearts through the Holy Spirit that has been given to us." (Romans 5:2b-5)

"For in hope we were saved. Now hope that is seen is not hope. For who hopes for what is seen? But if we hope for what we do not see, we wait for it with patience." (Romans 8:24-25).

As we enter into a new program year in the church, what do you hope for? Is there a specific hope you have for our community for 2022-2023?

MINUTES OF THE VESTRY OF ST. PHILIP'S CHURCH IN THE HIGHLANDS
JUNE 26, 2022
12:00 p.m.

ATTENDANCE

The Rev. Amanda Eiman, Rector; Sarah Bayne, Senior Warden; Will Felder, Junior Warden; Gabe Salas, Treasurer; Margy Gerber, Clerk; Kari Jo Cates; Charlie Dupree; Paul Kantor; Fred Osborn; Marilyn Palefsky; Jennifer Sandlund. Unable to attend: Jamie Copeland

INVITED GUEST

Nat Prentice, Chair, Investment Committee

ALSO ATTENDING

Ron Madden

OPENING PRAYER

Marilyn Palefsky offered the Opening Prayer

SPIRITUAL EXERCISE

The Rector, Fred, Sarah, and Marilyn offered reflections on the Sabbath

INVESTMENT COMMITTEE ENDOWMENT POLICY

Nat Prentice presented an overview of the Committee's membership, policy, mission and structure. The focus of the discussion was on mission and structure. Will noted that the Committee proposes institutionalizing the transfer from the Endowment to the operating budget (currently there is no written policy). In the future, the Vestry will appoint the Chair of the Investment Committee for a five-year term; other members would serve for a year. The document stipulates that the funds can be drawn down only for capital purposes or for a non-recurring emergency; a two-thirds vote of the Vestry would be required for approval. Sarah said that Laurie Sawyer will review the document for compliance with State and Diocesan rules. Will thanked Nat for his many years of service as unofficial chair. Sarah suggested additional comments be sent to Charlie, the Vestry liaison to the Committee.

DRAW MOTION

Sarah proposed a 4% draw from the endowment; Gabe modified the proposal recommending a 4% draw from the balance as of June 30, 2022. The motion was approved.

TREASURER'S REPORT

Accelerated pledge fulfillment has been successful; we are ahead of the last two years of giving. Anticipating future costs (fuel oil, rectory A/C, e.g.), we should start working on 2023 pledges in October. Will recommended that we should also take better advantage of fundraising opportunities and get our Operating Budget covered as early as possible so that we can go out in January to fundraise; we also need to continue conversations aimed at reconciliation. The Treasurer's Report was approved unanimously.

MINUTES

The Minutes of the June meeting were approved unanimously.

MUSIC SELF-STUDY COMMITTEE

Marilyn presented the Committee's report which recommended beginning the search for a new Director of Music Ministry as soon as possible; The right choice of Director has great potential to help bring about reconciliation and healing. The Committee identified five characteristics deemed essential in any candidate and urged the Vestry to initiate a search for a new Director as soon as possible. Will reminded everyone that Amanda, as rector, is responsible for hiring the Music Director. He recommended that the Music Committee and Amanda put together a job description, taking into consideration the current financial situation; the Committee should develop job a description for a full-time position but, given our current situation, also develop a description for a part-time position. Both should take into consideration the importance of being able to work well with children.

RECTOR'S REPORT

Amanda explained that Daniel Bentley will be talking with Kenwood Psychological Services as part of his preparation for postulancy. We have been sent the invoice. Will recommended contributing a portion (1/2) of the cost since there are others who are thinking of entering the ministry as deacons or priests.

There will be a supply priest on July 17 [The Rev. Canon Claire Woodley, Canon for Congregational Support, Diocese of Long Island]; on July 27, Joe Plummer will preside at Morning Prayer.

CLOSING PRAYER

The rector offered the closing prayer

ADJOURNMENT

The meeting adjourned at 2:10 p.m.

NEXT MEETING

The next Vestry meeting will be August 28 at noon

Respectfully submitted:

Margaret Leahey Gerber
Clerk of the Vestry

Vestry: Please see below. Will and I propose that we vote to agree with this proposal and support the immediate need for additional construction for St. James School in Lelan Kenya from church funds with: the agreement that no additional funds beyond the \$9000 will be provided; and that fundraising efforts for this project, through support of St. Philip's in general be provided. Construction costs estimates are also included with this proposal.

Sarah

Proposal for additional funding for Construction at St. James School Lelan Kenya

August 9, 2022

Author - Terri Akbas

Topic – St. James School, Kenya

The vestry, via a vote on April 17, 2021, approved the partnership between St. Philip's Church, a member parish of the Episcopal Diocese of New York and St. James Church and School, in Lelan, Kenya. The purpose of this partnership is to facilitate St. Philip's application, on behalf of St. James, to the Episcopal Diocese of New York's 2021 Sustainable Development Goals Fund. This grant application for \$15,000 supports construction of 2 girls' dormitories for grades 5-8, with capacity to board 100-200 girls. This new partnership creates the platform for these two Episcopal churches, thousands of miles apart, to join in prayer and fellowship, to further learning about each other, and to share in God's love and grace in the world.

St. Philip's submitted this grant application in May 2021 and was awarded the grant for \$15,000 in October 2021. Funding to St. James has been dispersed in two separate wire transfers. The outreach committee has been in communication with St. James staff throughout the project and has received progress updates and photographs of the construction. We requested proof of completion in phases prior to distribution of funding.

The most recent update from St. James indicated that due to material price increases (as a result of the pandemic and the war in Ukraine), there is a \$9,000 shortfall to complete the construction of the dormitory. I have reached out to our contact at the Diocese to inform them of this shortfall and ask whether any funding through the Diocese is available. I was told that the SDG grant does not have a mechanism for increasing funding, and further applications are not permitted for the same project within a three-year period.

The outreach committee proposes a fundraising effort at St. Philip's to raise the \$9,000 needed by St. James to complete the girls' dormitory. The committee has recently learned of 2 donors interested in each pledging \$1,000 to this effort.

Our committee is very interested in helping our partners in Kenya successfully complete this project for their students. Additionally, we are looking forward to building the relationship between St. Philip's Church and St. James Church and School.

St. James School's FB page has some current photos of the dorm construction progress.

<https://www.facebook.com/ACKStjameschool/>

A. FINISHING WITH PAINTS (IN SIDE)

No	ITEM	QUANTITY	Unit Amount Ksh	AMOUNT KSH
1	Undercoat	13x20 lts	2600	33,800
2	a. Emulsion Cream	6x20 lts	2800	16,800
	b. Grey	8x20 lts	2800	22,400
	c. White	1x 20 lts	2800	2,800
3	Bitumen black	6x4 lts	3000	24,000
4	Bermuda Blue	8x4 lts	1200	9,600
5	Bermuda Blue (Gloss)	2x4 lts	2400	24,000
6	Sparko	12	1200	14,400
	Sub Total			147,800
	Other Costs			
1	White Spirit	5 lts	-	1,600
2	Putty	2x40 kg	-	800
3	Rollers	10x500	-	5,000
4	Brushes	6x350	-	2100
5	Scrappers	4x200	-	800
6	Masking Tape	4x200	-	800
6	Hinges	13 Pairs	250	3,250
7	T-Bolts (large)	13 Pcs	300	3,900
8	T-Bolts (Small)	13 Pcs	130	1690
	Sub Total			19,940
1	Labour 30%			50,322
	GRAND TOTAL			218,060

Approximate cost for paints in US\$. 1,864

B. CONSTRUCTION OF SEPTIC AND TOILETS.

No	ITEM	QUANTITY	Unit Amount Ksh	AMOUNT KSH
1	Reinforcement Bars			
	a. D-10	36 Pcs	1300	46,800
	b. D-12	25 Pcs	1800	45,000
	c. D-8	30 Pcs	1000	30,000
2	Binding Wire	4000	-	4,000
3	Bush Stone(Foundatio)	1000	85	85,000

4	Machine Cut Stone	600	100	60,000
5	Ballast	1 lorry	55,000	55,000
6	Sand	2 lorries	40,000	80,000
7	Cement	130bgs	900	135,000
8	W/P Cement	20pkts	400	8000
9	Shatter Roof-Timber			
	a. 6x1	1000	30	30,000
	b. 4x2	200	35	7,000
	c. 3x2	600	30	18,000
	d. 8x1	60	45	2,700
10	Sheets	2.5mtsx18	1400	25,200
11	Ridges	6	750	4,500
12	Nails Assorted	30kg	180	5400
13	Doors and Frames	6	5500	33,000
	Sub total			674,600
	Labour	30%		202,380
	GRAND TOTAL			849,980

Approximate septic and toilets US\$: 7,264

To complete the dormitory;

US\$. 1,864 + US\$: 7,264= 9,128

Music Committee Vestry Report August 2022

Organ Dedication

The music committee has been moving forward with the organ dedication on October 2nd at 3:00 PM as a celebration of our wonderful new addition to our church.

- An invitation has been designed to be sent to all members of the congregation with an ad placed in the local newspaper. A draft of the invitation is included in the vestry package for your editions and approval.
- Craig Williams, the West Point organist who has worked with several of our previous concerts, will perform two pieces.
- Charity and Marilyn will compile a booklet of the history of the organ along with images of the installation process. This booklet will be kept in the church vestibule for all to appreciate the sound designed for our church.
- Charity and Marilyn will work with Anita Prentice on the program for the organ dedication using the original design as a beginning while amending the information.
- A reception in the Parish House immediately will follow the performance.

Fall Children's Music Program

The music committee has been searching for someone to run a fall children's music program beginning October and ending with the Christmas Pageant.

The program details were sent to all vestry members and are included in this vestry packet. Suzanne McDonald is the best candidate who brings with her years of experience working with children. If approved, the offer will be made to Suzanne for the position this fall.

Amanda has spoken with Chris Fasulo who is searching for a permanent position with a possible opening in Scarborough. If Chris does leave this fall, we will need to return to a supply organists through the 2022 year till we are able to offer a permanent position to a qualified organist.

Music Committee Proposal to the Vestry for the Formation of a Holiday Youth Choir

First and foremost, thank you to each of you for your thoughtful and prayerful consideration of music at St. Philip's over the last few months. Our committee heard and appreciated the Vestry's thoughts on our June proposal to move forward with the search for a new Director of Music Ministry. We understand the Vestry's concerns about making a permanent hire at this time. We also recognize the clear support among parishioners for the formation of a youth choir. With both of these considerations in mind, we believe we have a strong plan for an interim solution.

We propose forming a Holiday Youth Choir, with weekly after school rehearsals beginning in October. The goal would be to work toward an Advent worship service featuring the Youth Choir, as well as a Christmas pageant featuring the Youth Choir. (The pageant will also have roles for any and all children who want to join in, no fall commitment required).

Our goal is not just for children to sing, but for this to be an outstanding musical and spiritual experience, with real teaching and beautiful performances. We believe a fall youth choir program will allow us to see what is possible now and to better imagine what could be possible in the future.

Ages of Participants

Children from kindergarten up would be invited to participate. Based on an informal survey of current Children's Chapel families, we know we will have quite a few elementary school students interested, but we would also like to encourage older children and teens by recruiting them for roles as choir leaders and inviting other participation, such as solos and instrumental accompaniment. We are also hoping to draw children from families who do not currently attend St. Philip's but who would like their children to sing in a church choir. Based on conversations with community parents, we think there is strong interest.

Preschool age children will not be part of this formal choir program, but they will continue to have opportunities to sing at church and as part of the Christmas Pageant.

Schedule

We suggest a once-a-week after school rehearsal, from 3-5pm, beginning the week of October 3rd. The schedule for the rehearsal would be roughly as follows:

- 3pm — Walking pick up from the Garrison School; drop-offs for children from other schools
- 3-3:30pm — Snack and play/homework
- 3:30-5:00 — Rehearsal (We imagine we may divide into two groups, depending on the ages of children we attract. If we have a large group of younger children, we may have a rehearsal for them from 3:30-4, followed by playtime/pickup, then a rehearsal for older children from 4-5).

If we begin the week of October 3rd, this allows for eleven after school rehearsals before an Advent service (it may be ten depending on the day of the week we choose). We would also plan for two weekend rehearsals in December as well as two performances — an evening service and the pageant — so overall we would be asking choir members to commit to fifteen dates.

Staffing

The Holiday Youth Choir will require the support of volunteers (parents and parishioners) at every rehearsal, but most importantly, it will require the leadership of an outstanding choir director and educator. We interviewed two candidates, Chris Fasulo, who currently serves as our Sunday supply organist and directs our adult choir; and Suzanne Davis McDonald, who is the current Director of Music at Grace Episcopal Church in Millbrook, NY.

Based on her more than 20 years of experience as an Episcopal Minister of Music, much of it focused on training and inspiring young singers, as well as her vision for what our choir could be — an outstanding Episcopal Youth Choir built in the Royal School of Church Music tradition — we unanimously recommend hiring Suzanne Davis McDonald. Suzanne's resume is attached for your review.

Budget and Fundraising

We propose hiring Suzanne on a temporary basis, essentially using the "supply" model. The going rate for a supply organist is \$300/week. In addition to the 15 rehearsals Suzanne would lead, we would ask her to suggest music, prepare lessons, and participate in planning the holiday performances, which would entail at least two additional non-rehearsal planning meetings with volunteers. We believe a \$400 rate per "unit" of her time is fair, so at 17 units, that puts her compensation at \$6,800. We imagine an additional \$200 for supplies will come in handy, putting the budget for the Holiday Youth Choir at \$7,000.

Members of our committee have pledged to cover the proposed budget for this fall's program. We understand from the Vestry the importance of donations being made to St. Philip's as a whole, not to specific projects, and these donations

would be made accordingly. Inviting additional giving from parishioners, families of participants, and community members will also be an important part of making this fall a success and testing our ability to move forward with our Music Ministry goals. We believe that hiring Suzanne, being able to offer firm details about the program, and allowing her to share her inspiring vision, will all be an important part of setting us up for successful fundraising. With the Vestry's approval, we would eagerly join with others (such as the Stewardship Committee) to begin making a plan to invite and inspire giving.

Conclusion

Music is essential to our parish's spiritual life as well as an important part of our parish identity and the delight we find in worshipping together. In our survey of parishioners this spring, there was overwhelming support for a Youth Choir.

While our parish's current finances limit our abilities to undertake a search for a permanent Director of Music Ministry right now, we believe our proposed plan for a Holiday Youth Choir allows us to move forward, meaningfully and joyfully.

Without making any permanent commitments we can invite children to sing, to learn, and to grow, building community among performers and among all who come to hear them sing.

Music Committee Members:

Sarah Bayne

Carolyn Copeland

Amanda Eiman, Rector

Ron Madden

Fred Osborn

Marilyn Palefsky

Charity Shumway

Buildings and Grounds Committee Liaison Report to Vestry

Date: August 28, 2022

Author: Paul Kantor

Action Items Completed:

Moving of chairs from church basement.

Playground shed repairs.

Misc. completed summer projects.

Action Items In Progress/Pending:

Pending fire inspection of campus buildings by the building department. Jim B is taking steps to prepare for this through minor changes in equipment or door exit arrangements. He will report after the inspection in case other changes are necessary to be in code compliance.

Rectory HVAC leak repair and warranty issues completed. The remaining overhanging issue is whether the manufacturer will pay compensation for the failed condenser part. This is being handled by Jim B.

Parish House windows grant project was discussed. Chris N is to ask Gabe Salas about the plan for completing the first stage of the project for which funds are available.

Bookshelf project in church near organ currently in progress by Chris S was discussed.

The campus checklist maintenance review was completed by the committee.

Remaining repairs that may interest Betsy Alberty regarding the nursery school will be addressed after consultation with Betsy by Rev. Amanda.

Expanding the B and G Committee by the addition of another interested volunteer was discussed and encouraged.

A grant award from the diocese for upgrading and replacing borrowed streaming equipment for church services was announced by Rev. Amanda. This is being handled by Daniel Bentley.

Coordination and responsibility for church HVAC monitoring during week was discussed. Jim B will ask Chris S take on these responsibilities or make other arrangements with him.

Campus clutter: monitoring responsibility and plan for periodic removal of items placed in corner of shed was discussed.

Purchase of sump pump to regularly empty church HVAC water overflow was decided as best solution at minimal cost. Chris N is to install after purchase.

Items Requiring Vestry Vote:

NA

Youth Liaison Report to Vestry

Date: August 2022

Author: Kari Jo Cates

Ministry/Action Items Completed this Month:

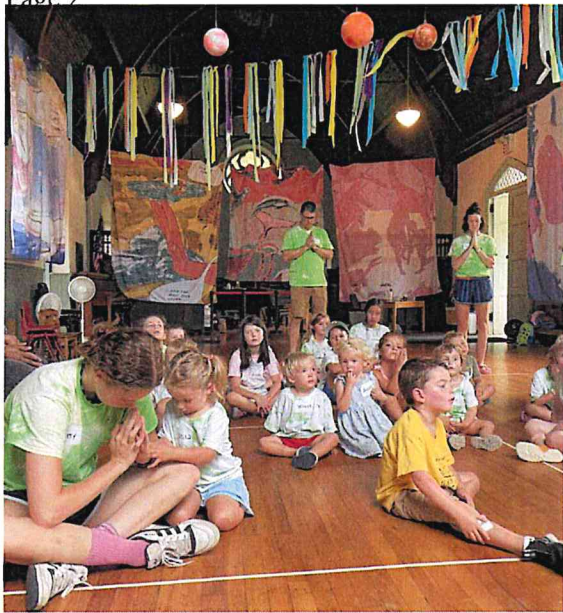
Vacation Church Camp, August 8-12, 9a-12noon. Twenty-six children attended our second annual week-long camp at St. Philip's. We explored the Creation story from Genesis using the StoryMakers curriculum. Beginning each day in the Parish House, we soon spread out and enjoyed much of the St. Philip's campus. The campers learned American Sign Language motions to accompany our spunky camp song, 'God Created,' reinforcing not only the Biblical order of God's creative work, but also encouraging our young parishioners, 'even when we fall / He's with us through all / Redeeming his creation / and saving you and me.' Colorful dioramas and illuminated terrariums crafted over the course of the week demonstrated their tremendous capacity for understanding and creativity. St. Philip's is very grateful for our 14 members who volunteered their time and expertise to make our camp possible, including: Sara Breen, Betsy Cates, Cory Cates, Henry Cates, Bea Copeland, Catherine Illian, Clark Illian, Holt Illian, Jack Illian, Alli Pataki Levy, Chris Nowak, Shannon O'Sullivan, Era Porth, Ty Porth, and staff member, Eliza Paris.

Ministry/Action Items in Progress/Pending:

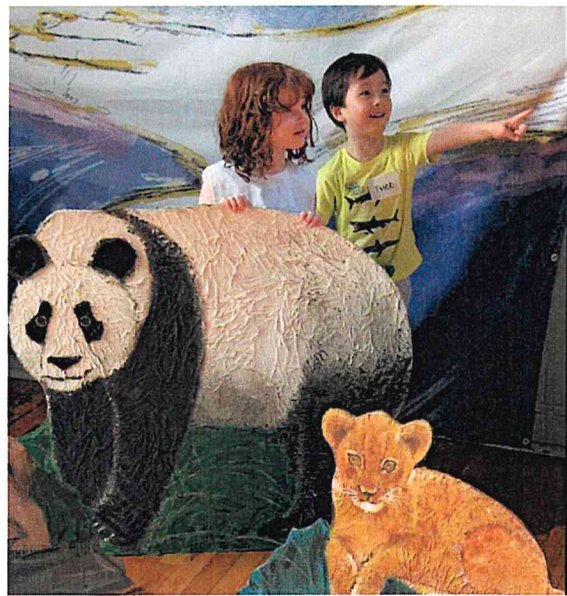
Youth: Cross Trainers ecumenical swimming party Monday, August 29th, at the Plummer's home, in hopes of growing the youth community across churches in Cold Spring.

Children: The 'blessing of the backpacks' will be held during church on Sunday, September 11th, followed by Children's Chapel beginning on Sunday, September 18th.

Items Requiring Vestry Vote: N/A



Camp prayers praying during opening ceremony.



Siobhan + Theo enjoy the animals.



Playing games, staying cool.



Valentina shares Day 3 of her creation project.



WORSHIP Liaison Report to Vestry

Date: Wednesday 24th August 2022

Author: Fred Osborn

Ministry/Action Items Completed this Month: Worship continues during the summer with a reduced choir but relatively good attendance, considering that many of the congregation travel during the summer. Six parishioners were confirmed or received into the faith at a ceremony at the Cathedral of St John the Divine in July. Three parishioners are interested in ordination and discernment committees are being formed.

Ministry/Action Items in Progress/Pending: The Music Study Committee has made its presentation to the vestry and recommends that a search begin soon for a Director of Music Ministries at St Philip's – but financial considerations may make it prudent to postpone this search until more resources are identified.

The Committee has made plans for a Holiday Season Children's / Youth Music Program, culminating in the Christmas Pageant, planned once again for an outdoor performance in the shed at the churchyard. To that end they have explored the possible hiring of a part-time youth choir director for the fall, and they have also interviewed our current supply organist, Chris Fasulo, for that job. The vestry will be updated on developments at this coming meeting.

The Music Committee is also planning a re-do of the organ dedication concert that had been scheduled for March 2020 but was cancelled when the Covid pandemic started. Craig Williams, the organist at the Cadet Chapel at West Point, will be the performer. The event is planned for Sunday 2nd October at 3pm. Invitations will be done through email.

Items Requiring Vestry Vote: none.

Fellowship Committee Liaison
Report to Vestry

Date: 8/25/2022

Author: Jennifer Sandlund

Action Items Completed:

Coffee hour hosting was off-the-cuff over the summer but was managed and well-attended.

The name tags returned to the ribbons in the vestibule in order to encourage people to use them and as a visual reminder of how strong our parish membership is.

Action Items In Progress/Pending:

Items Requiring Vestry Vote:

Communications Committee Liaison

Report to Vestry

Date:8/25/2022

Author: Jennifer Sandlund

Action Items Completed:

The Summer edition of The Messenger came out in August.

Action Items In Progress/Pending:

The fall messenger will go out in October. The committee will plan to meet in September.

Items Requiring Vestry Vote: