

Meeting of the Vestry of St. Philip's Church in the Highlands
October 29, 2022
2:00 PM at the Thayer Hotel

Agenda

Opening Prayer - Paul Kantor

Minutes for Approval - September 25, 2022 Vestry Meeting

Rector's Report

Discernment committees, GMC Mission Fair, Diocesan Convention,
Bishop Search, Advent Concerts, Ecumenical Advent Evensongs

Treasurer's Report

Ministry Reports/Questions

Other Business

Closing Prayer

Adjourn

Next Meeting: Sunday, November 20, 2022, at noon in the parish house

MINUTES OF THE VESTRY OF ST. PHILIP'S CHURCH IN THE HIGHLANDS

Sunday, September 25, 2022

12:00 P.M.

ATTENDANCE:

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

OPENING PRAYER:

Margy Gerber offered the Opening Prayer.

SPIRITUAL EXERCISE:

Jamie Copeland spoke about the retreat he had attended at Holy Cross Monastery.

MINUTES:

The Minutes of the August meeting were accepted unanimously. [Update: Subsequently, Janine Thwaite was appointed as the temporary Youth Choir director.]

RECTOR'S REPORT:

- (1) Rev. Eiman noted that the various Discernment Committees were meeting.
- (2) She noted that the Global Mission Committee Fair is on October 15 and is focused on World Mission (Rodman Neumann and Joe Plummer will be going).
- (3) Diocesan Convention, November 11-12; the theme is "Be a Blessing." Delegates will be voting for a new diocesan bishop. (Our current By-Laws do not specify how our delegates are chosen). Charlie suggested that Preston Pittman go; Charlotte Rowe was chosen as the second lay delegate.
- (4) A sub-committee of the Vestry (Sarah, Margy, Fred, and Kari Jo) will review the existing By-Laws and also look at examples of other parishes' documents; the sub-committee will do an interim report to the Vestry in January. [Update: Margy will chair the sub-committee]
- (5) Audit: Chris Sandlund is completing the parish audit.
- (6) The Organ Dedication has been set for October 2; a reception sponsored by the Vestry will follow.

WARDENS REPORT:

- (1) Will: Vestry Retreat, October 29. The retreat with Bishop Mary Glasspool will be held at the Thayer Hotel at West Point from 9-3. There will also be a brief Vestry Meeting.
- (2) Charlie brought up a 2013 policy about adjustment of our diocesan assessment; it was agreed that we need to institutionalize the process. Will and Lauri Sawyer (Jones Day) will work through the issues and offer a draft endowment policy for the Vestry to consider.
- (3) Will: The Outreach Committee is meeting after the Organ Dedication Concert (October 2); a Youth Committee will be established and will involve young people in planning for activities.
- (4) Sarah: We need to talk about little ones at services; will discuss with Worship Committee and the new Youth Committee.

TREASURER'S REPORT:

- (1) A \$40,000 Matching Gift opportunity is in place until October 31.
- (2) Pledge campaign is upcoming (November 1); we currently have 88 pledging units. We need to inform new people, especially, about giving via OnRealm.

CLOSING PRAYER:

Rev. Eiman offered the closing prayer.

ADJOURNMENT:

The meeting adjourned at 1:40 p.m.

NEXT MEETING:

October 30, at the Vestry Retreat

Respectfully submitted,
Margaret Leahey Gerber
Clerk

Buildings and Grounds Committee Liaison Report to Vestry

Date: October 29, 2022

Author: Paul Kantor

Action Items Completed:

Bookshelf project in church near organ designed, built and installed by Chris Sandlund.

Installation of C2 and smoke detectors in PH by Jim Bopp.

Purchase and installation of sump pump to regularly empty church HVAC water overflow by Chris Nowak.

Action Items In Progress/Pending:

In response to fire inspection of campus buildings by the building department, there are projects to fulfill mandates to improve or add exit signs in church and Parish House, as well as other minor changes, including some electrical work in the kitchen area. PH electrical work is scheduled for November 1. Chris S. is supervising project to install exit signs in church and undertake other minor changes to satisfy fire codes. Re-inspection by building department is expected during late fall.

Parish House windows grant project is being planned in order to complete the first stage of the project for which funds are available.

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

Items Requiring Vestry Vote:

NA

WORSHIP Liaison Report to Vestry

Date: 24th October 2022

Author: Fred Osborn

Ministry/Action Items Completed this Month:

Worship, St Philip's main activity, continues with growth and variety. There are now 8 people in the choir regularly, and they are singing an offertory anthem most Sundays. Attendance at services continues robust.

Special teaching opportunities will be offered for spiritual direction on 6th November and a communion explanation class will be given 13th November.

The Stewardship Committee reports that the matching \$40,000 grant to double new or increased pledges has been met!

Ministry/Action Items in Progress/Pending:

More music programs are developing: 18 children have signed up for a Junior Choir directed by Janine Thwait, rehearsing on Friday afternoons.

The music committee is planning concerts throughout the Advent season.

Items Requiring Vestry Vote: none

History/Archives Liaison Report to Vestry

Date: October 29, 2022

Author: Margaret Leahey Gerber

Ministry/Action Items Completed this Month: Nothing to report

Ministry/Action Items in Progress/Pending: David Gordon will a Churchyard Tour on October 30. (Postponed from October 23.)

Items Requiring Vestry Vote: None

Communications Committee Liaison Report to Vestry

Date: 10/26/2022

Author: Jennifer Sandlund

Ministry/Action Items Completed this Month:

A new edition of the Messenger will be published by the end of this week.

An Instagram account for the church was created by Daniel Bentley to help broaden our visibility. Our presence on Instagram previously was limited to a Cross Trainers account and we are occasionally tagged in other peoples postings.

The Communications Committee met on September 27.

Updates for the website were discussed.

Frequency of Meetings were discussed.

We identified four platforms for posting activities, news, and updates from St. Philip's Church:

1. Bulletin - The Messenger - Quarterly
2. eNews - Weekly
3. Website - Update as Needed (and via Communications Committee)
4. Facebook - No consistent update plan (addressed below)

We need to circulate a greater expectation for other committees to notify Micki of updates that should be posted to any of our four external sites.

Potential budget needs were discussed:

- We plan to have ads in both newspapers for the Christmas and Easter seasons and for a few other special events such as Welcome Back Sunday, Blessing of the Animals, and Vacation Church Camp, and a special event.
- We are also discussing how to use Facebook ads as another way to reach a different audience that may not read the local papers. Daniel Bentley invested his own money to advertise two events: the ecumenical Evensong and the recent Blessing of the Animals. For the ecumenical Evensong he spent \$10 to promote it. It reached 315 people who live within 8 miles of the church and resulted in 7

“attending” responses. For the Blessing of the Animals, he did not create it as an event and spent \$12 reaching 648 people within 11 miles of the church with 24 clicking through for more details.

- We also would like to budget for 4 - 4' x 12' vinyl banners to be displayed on St. Philip's grounds as needed as another way to gain attention for events that we want to invite the public to, or to simply let them know that we are here for them. It had been suggested that “St. Philip's Loves Families” would be an inspiring message to share on occasion.

- Public activities that create a presence in the community
- Presence at spring & summer festivals, fairs, and parades

Other items discussed:

- Propose new physical communication from the Church property
- Daniel noted that even Episcopal Church is not clearly communicated to passersby
- Also discussed opportunity to use the Parish House wall for more external communications
- Daniel also noted the need to improve the SEO for Google and other search engines to make sure St. Philip's Church comes up in search results for search requests like “Episcopal Church near me.” Create a stronger identifier with Episcopal Church.
- External communications that distinguish St. Philip's Church and promote its identity to a wider audience:
 - What ways can we communicate what makes St. Philip's such a strong and engaged community?
 - How does St. Philip's set itself apart from St. Mary's or other Episcopal Church options in the area? Or from other churches that are also commonly considered for people transitioning from one denomination to another (e.g. ELCA and PCA)

Ministry/Action Items in Progress/Pending:

The Communications Committee will meet on November 22.

Fellowship Committee Liaison Report to Vestry

Date: 10/26/2022

Author: Jennifer Sandlund

Ministry/Action Items Completed this Month:

The Fellowship Committee met via Zoom on October 4th. We have some holes in the coffee hour schedule, so we determined that asking our Ministries and Committees to consider hosting a coffee hour would help encourage more participation. It was also discussed that having Potluck coffee hours once a month, as was done in the past, would also help alleviate the pressure of hosting on your own. Refreshments were served after the Blessing of the Animals on October 9.

Ministry/Action Items in Progress/Pending:

Graveyard Tour – Sunday, October 30th Parishioner David Gordon will once again generously share his vast knowledge of our church history as he leads a tour of the churchyard and tells stories about the “saints” buried on our grounds at 12:00 pm. Refreshments to follow. Women of St. Philip’s – Friday, November 18th Next gathering to be held at Carolyn’s house the evening of Friday, November 18th. This is a change from the previously discussed October 14th Advent Wreath Making – Sunday, November 27th Catherine Illian to spearhead. After church in the Parish House with refreshments

Action Items:

- Possibly have a potluck —“Bring your favorite chili” theme

Youth Liaison Report to Vestry

Date: October 2022

Author: Kari Jo Cates

Ministry/Action Items Completed this Month:

Children's Chapel continues each Sunday morning as we focus on Genesis 1-6, with between 12-15 children attending weekly. We are trying to build up our teaching team. The rotation currently includes: Alli Pataki Levy, Era and Ty Porth, Shannon O'Sullivan and Cory, Kari Jo and Betsy Cates. WE hope to include an additional parent, Jennifer Jansen, in our rotation going forward.

Ministry/Action Items in Progress/Pending:

Mother Amanda will teach a Communion class after church for both parents and children on November 13 to help families gain a vision for the sacredness and special time that communion is and how we can best share in it as a church family.

St. Philip's Music Committee Report

October 2022

Meeting several times via zoom, the music committee has been productive and continues to work on their goals for this year:

- * A successful Organ Dedication Concert on October 2nd with Craig Williams performing on the Shoenstein organ followed by a reception in the Parrish House.
- * The beginning of a Youth Choir during the Advent season on Friday afternoons under the direction of Janine Thwaite, an experienced youth director.
- * The organization of Sunday afternoon concerts during Advent is still ongoing.
- * Evensong with the surrounding churches on December 18th at 4:00 PM at St. Philip's with the adult and youth choir followed by a reception.
- * An warm invitation was sent to the Highland's Choral Society to present a concert at St. Philip's anytime and a polite response was received.
- * A suggestion was made to consider joining the music and worship committees at times since music is so incorporated into the Sunday service.
- * Rachael Evans, a professional musician who attended the dedication, spoke about the church hosting some possible concerts with professional musicians and the organ. She suggested January for the first concert.

