

APPROVED

In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Sheryl Fritz, Jody Gittiban, Ty Head, Sue Hogg, Jim Ray, Richard Stolley, Jim Swann, Stephen Vinson, Bob Yarger

Absent: Doug Hosea, Bill Richardson-Treasurer

Also attending: Susan Kennemer-Clerk

Fr. Kresowaty called the meeting to order with prayer at 7:09 p.m. He then reviewed the 2009 Vestry Committee Responsibilities chart.

**Approval of Minutes**

The Minutes of the February vestry meeting were approved via email.

**Rector's Report**

- Fran Eckert's Funeral will be this Friday at 11 a.m. and burial at DFW National Cemetery at 1:00 p.m. We have Holy Week and Maundy Thursday, Good Friday, The Great Vigil of Easter and Easter Day coming up very quickly. We also have our Seder Dinner on Maundy Thursday as well as the Watch at the Altar of Repose. I hope you will avail yourselves of this high and holy time of year and be present for these special services.
- At our last meeting we took care of signature changes for the Operating Fund and the Capital Campaign. We need to do the same for the Money Market Account. The Senior Warden will secure the signature cards needed for these changes.

**A motion was made by Sheryl Fritz, seconded by Bob Yarger, to remove Ron Horton and Nick Garefalos as signers on the Money Market Account, and add Doug Hosea and Bill Richardson. The motion passed unanimously.**

- The Parochial Report was passed around for review and signatures of the Clerk of the Vestry and the Treasurer once the Vestry has approved it. We added line 14a which is the writing off of the uncollectible loan the School owed us. Correction to email and new addresses and phone numbers were made. At the suggestion of the diocese office Pat Sparks is looking into costs and the possibility of having a Compilation Review of our books rather than a full audit. We would still need a full audit probably every three years.

**A motion was made by Sara Beall, seconded by Richard Stolley, to accept the Parochial Report for the diocese with corrections to emails and addresses. The motion passed unanimously.**

- In the Junior Warden's absence, the following information was provided: The Sprinkler System was turned on but the control box is not always operating. Zone 12 is not working at all at this point.

**A motion was made by Sara Beall, seconded by Jim Ray, to contract for a new control box for the sprinkler system. Funds are to come from the Capital Campaign Funds. The motion passed unanimously.**

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- The Rose Window was repaired and installed. The crookedness is the stone not the window. I was told it looked straighter after the re-installation even if it isn't it seems to appear to be.
- Ceiling molding in the red carpet area in the narthex was installed and painted.
- According to the plans, two railings will be installed along the ramps leading to the glass doors outside the Marsee Memorial Garden. These need to replace the make-shift one leading up the steps to the gateway. There also has been a request for hand rails up to Canterbury House at the side entrance since the Order of St Luke and Christ the Physician use it. I will turn that one over to Doug Hosea.

**A motion was made by Jim Ray, seconded by Ty Head, to purchase and install new railing on the steps leading to the entrance to the Marsee Memorial Garden area. Funding is to come from the Capital Campaign funds. The motion passed unanimously.**

- The front doors at the entrance need to be refinished. Because he has stained the handrails and sign board outside the church entrance, Vestry approval was given to ask Pete Lojo to give an estimate on refinishing the doors. Once a price has been submitted, the vestry will vote via email.
- It has been great to see so many at our Wednesday Lenten Program. Attendance for the past two Sundays has been a little low. The first Sunday was the time change and attendance at both 8 and 10:30 was low. This past Sunday, 8 a.m. Eucharist picked back up but 10:30 was still a little low. But we are on Spring Break right now.

**Treasurer's Report/Finance Committee – Bill Richardson; Bob Yarger, Sara Beall**

Bob Yarger gave the Treasurer's Report, showing

- February receipts totaled \$52,574 vs. budget of \$39,162. January expenses totaled \$48,097 vs. budget amount of \$50,639. The income trend is up through March 15, 2009.
- The net gain for February was \$4,805 vs. a budgeted net loss of \$10,423.
- Dedicated Funds: Balance in the Marsee Memorial Garden fund is \$58,142.53. Other expenditures from designated funds in February were \$3,165 for the organ, and \$5,635 for an insurance claim.
- Expenses: Replacements include the draft motor in the music room and 4 photo cells on the outside of the building.
- The quarterly bill was received for the ADT alarm systems.
- The gas well for the parish currently is not operational, unlike production for the well on the UTA campus.
- Most of the replacement forms to move any needed funds from the Capital Campaign Funds have been returned.

**Newcomer's Report: Rick Coombs, Jim Swann, Jim Ray**

No report.

**Events – Fr. Matkin**

*Bold type indicates parish-wide event*

March 2009

- 4     **Wednesdays in Lent** (schedule: Mass 6-6:30 p.m., Dinner 6:30 p.m., Program 7-8 p.m.)  
13    Legate due

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- 11     **Wednesdays in Lent**  
15-21   Spring Break  
18     **Wednesdays in Lent**  
20     Boy Scout Banquet  
25     **Wednesdays in Lent – Feast of the Annunciation**  
27     Dental Health Seminar

April 2009

- 1     **Wednesdays in Lent**  
5     **Palm Sunday**  
9     **Seder Dinner 6pm, Mass 8pm**  
10    **Good Friday: Stations of the Cross at noon; Good Friday Liturgy at 6pm**  
11    **Vigil of Easter, 8pm**  
12    **Easter Sunday**  
13    Legate due  
13    Ulster Project  
26    Sale of African items  
27    Boy Scout Court of Honor

May 2009

- 2     Diocesan Convocation at St. Vincent's, Bedford  
2     Sale of African items  
13    Legate due  
17    **Youth Sunday/Last Sunday School**  
21    **Feast of the Ascension, Mass 6:30am and 6:30pm**  
23    Wilson Wedding

**Worship Committee – Jim Ray, Steve Vinson, Richard Stolley**

- Order of St. Luke will meet March 21 at 9:00am in the Canterbury House, continuing the discussion of *The Reluctant Healer* by Emily Gardiner Neal (chapters 5&6). Afterwards, the group will attend the Holy Eucharist with Healing with the Christ the Physician group in the Canterbury House, beginning at 10:00am.
- The Oblationers/Ushers and the Lay Eucharistic Ministers/Chalice Bearers groups continue to serve at all services, and have no issues needing Vestry help at this time.
- The Flower Guild requested help in determining why the liner for the vase on the altar appears to leak. Sue Hogg and Sheryl Fritz volunteered to look into this.
- Judy Marsee is interested in putting the Easter lilies and other plants in the Memorial Garden when they are removed from the church.
- Children's Chapel is going well so far with average weekly attendance of 11 children. Becky Brown would like to replace the soiled altar linen there. She also requests that some clean up be done to the altar itself as people have placed burning matches on it, etc. Fr. Kresowaty will check on this.

**Christian Education – Sara Beall, Sue Hogg, Jim Ray**

- Adult classes have been well attended in March. *Living the Good News* averages 15 and *Fruits of the Spirit*, which continues through May 2nd, averages 13.

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- We have a new student in 4th-6th grade; however, our children and youth classes have had very low attendance in March. The first weekend of spring break, March 15th, we had 3 total in children's classes and 2 in youth.
- The Wednesday Lenten study is going well with an average of 35 in attendance - good discussion and community.
- Classes continue each week, except Easter Day. The Youth Sunday School group will sponsor an Easter Egg Hunt after the 9am Holy Eucharist on Easter Day. Each child/grandchild, etc, may drop off one dozen, plastic filled eggs in the parish hall by 10am that morning.
- Lenten offering boxes may be returned to the baskets on the altar steps on Easter Day.
- For Vacation Bible School 2009, families have been asked via the bulletin and/or email to inform us of best date for their children and volunteers to attend VBS, June 8th or June 15th. We need to hear from many more before deciding. To date we have 5 children and 5 volunteers who have responded affirmatively. (We need a minimum of 20, even 30 students for a fun, lively VBS.) We are also researching which VBS program to purchase.

**Youth Ministry – Fr. Duncan**

**Teenage Youth Group**

Our Teenage Youth Group has continued to meet on Sunday nights from 6:30pm to 8:15pm. During Lent the Youth Group has continued its discussion-study of C.S. Lewis' phenomenal work *The Screwtape Letters*. Because of the many conversations we've had as a result of the study, we will probably have to continue on past the end of Lent to complete all of the letters.

We were not able to get enough committed participants in the Spring Break Mission Trip to make that trip financially viable, so we will have to wait and try for another mission trip either this fall or next spring. In the more immediate future, I've begun to speak with parents about the possibility of a recreational trip for the beginning of the summer.

**Upcoming Events:**

- April 9<sup>th</sup> – “Maundy Thursday Watch-In” @ the Church
- May 23<sup>rd</sup> – Outing to *Six Flags*

**Junior Youth Group (ages 8-12)**

The Junior Youth Group met on March 8<sup>th</sup> after the 10:30am Mass. At that meeting we went through the church and talked about Lent and the Stations of the Cross. Their next meeting will be on Sunday, March 29<sup>th</sup> and during that meeting we will actually walk all of the stations using a special “Children’s Stations of the Cross” service.

**Upcoming Events:**

- April 18<sup>th</sup> – Outing to *Ripley’s Believe It or Not*
- June 5<sup>th</sup> – End of School Lock-In @ the Church (tentative date)

**Caritas (20s and 30s ministry)**

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*Caritas* had no meeting during the month of March, due to the Lenten Season. One exciting development of the group is the creation of a *Caritas* Christian Education class on Sunday mornings. Meeting in Room 10, we will begin this class with a study of Scott Hahn's book on the scriptural origins of the sacraments, entitled *Swear to God: The Promise and Power of the Sacraments*. That class is set to begin on Trinity Sunday, June 7<sup>th</sup> and last through the summer.

Upcoming Events:

- Friday, April 17<sup>th</sup> – Spring Cookout @ Canterbury House
- Sunday, June 7<sup>th</sup> – *Caritas* Book Study Begins

**Pastoral Care – Sue Hogg, Richard Stolley**

- Alban's Angels needs more volunteers.
- Stephen Ministry currently has nine active members including two leaders who have completed the required one week leader training course. These are Jane Blackburn and Keith Higham. Laura Horton has expressed interest in taking the Leadership Training in Dallas this year. The Stephen Ministry remains in touch with several parishioners who have been served by this ministry and some who possibly will need a Stephen Minister in the future.
- Lay Eucharistic Visitors currently has twelve trained Lay Eucharistic Visitors and with only four people to visit, we have no problems.
- Hospital Visitors currently number five who visit the Arlington hospitals twice each month. Gloria Lawley and Honor Collins cover Tuesdays, Betty and Keith Higham visit on alternate Wednesdays, and Mary Helen Rogers and Deacon Claire Linzel cover Thursdays. More are needed for this ministry.
- St Anselm of Canterbury Episcopal Campus Ministry: Fr. Matkin  
This is an outreach of St Alban's and the Diocese of Fort Worth to the UTA community, currently meeting at the Canterbury House (801 S Davis) for Mass and lunch on Thursdays at noon. Our student president is Chad Chisolm, our faculty advisor is Dr. Ron Carter, and our chaplain (and contact for St. Alban's) is Fr Timothy Matkin.

Programs: Last Fall, our attendance on Sunday evenings was sporadic (2-6). Chad Chisolm led a study of C.S. Lewis' *The Screwtape Letters*. We had three at the Rangers' game and seven attend "The Great Debate" on intelligent design. Our Christmas party (an experiment over the break) was a valiant effort, but poorly attended. Some of the major difficulties we face are getting the word out, our distance from the heart of campus, and getting students who are our local parishioners (who typically live at home and still attend their same parish) to participate in something "extra."

We have taken steps to address this by getting enough members to renew our status as an official campus organization at UTA (as of this spring semester). This will allow us to advertise on campus, participate in orientations, and reserve rooms on campus for programs. Our next event will be a card game night on April 2nd or 3rd. Chad Chisolm will present a study "The Question of God" in the fall in a room reserved on campus. Some other ideas we have in the works are a midnight study break breakfast, other game nights, joining students for lunch on campus, handing out T-shirts and holy cards, and a conference for High School Seniors/College Freshmen on Keeping the Faith in College. I want to note my appreciation to the other curates in Arlington and to (one of our own) Jamie Williams in the Office of Student Affairs for their help in planning.

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Facilities: We have been slowly improving the facilities over time, turning it into a campus ministry center. A permanent sign was constructed that went up in front of the Canterbury House. We also put a bulletin board outside our door (I reluctantly told the healing center they could use half of it). The front room was fitted as our main meeting room last fall, with an area for seating, food prep, and our ministry name in big letters on the wall. The Boy Scouts requested to use our game room as their new office, so we moved the pool table into the large back room and will soon be painting and turning that into a new game area.

The old mail nook was turned into a shrine of St Mary last fall. In the chapel, we wanted to improve the room so that it looked like a chapel with an altar rather than a room with a table in front of the fireplace. The mantle and mirror were removed, the altar placed on the hearth, and the hearth extended into a footpace where the priest stands. A refitted crucifix and candlesticks have been added and a dossal curtain and new altar frontal are in the works.

**Outreach and Mission – Rick Coombs, Jim Swann, Richard Stolley**

- At present, St. Alban's Bookstore and Gift Shop is continuing on a more modified path than what it was able to do in past years, however, it is still fulfilling its mission as an outreach to charitable organizations in the community. Everything is "less" in the Bookstore now. We have fewer volunteers, reduced hours, less income, less stock, and lower giving than in the past. Last month, we were able to write checks totaling \$1500 to four groups in Arlington: Meals on Wheels, Arlington Literacy Center, Arlington Life Shelter, Safehaven of Tarrant County (this is formerly the Women's Shelter). That is about half as much as what we gave at this time last year to about 10 organizations. We hope to be able to make some additional donations in the late spring.

Additionally, we continue to pay for monthly cable service to Union Gospel Mission (totaling about \$430 annually) and a monthly check to the church (\$281) to defray our computer rental (\$50), phone (\$31), and the balance as a donation. We also make a quarterly payment to our security service and a monthly payment to AT&T Yellow Pages for a double listing.

Probably our greatest need (besides more customers) is for more volunteers, who will need to realize that just being present to keep the store open is what is important and worthwhile. It would also help to have someone who is happy with a computer and would love to learn Quickbooks! The overall maintenance of the church has included the exterior of the Bookstore, so it looks much more presentable. Mike Kennemer and Mary Poe are currently working on new exterior signs for the store. The larger of the two should be finished by the end of the month.

- St Alban's has three teams and currently serves at Arlington Life Shelter on the third Saturday of each month. Sue Hogg and Rick Coombs will check with the Shelter to be sure our group is not confused with another using the parish name.

**Stewardship Committee – Stephen Vinson, Jim Swann**

- Two additional pledges have been received, one from a new member family, bringing the pledged total to \$472,165. This is about \$10,000 higher than last year, with 29 fewer pledges.
- The committee (Stephen Vinson, Jim Swann, Susan Kennemer, and Rilla Altman) met on March 5 to review the completed program, and to brainstorm about next year's effort. We also discussed the need for bringing in new members to bring fresh ideas forward

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- Sara Beall will talk with Susie Wheaton on how to incorporate Stewardship in the Sunday School program.

**Junior Warden's Report – Doug Hosea**

In the Junior Warden's absence, this was covered in the Rector's Report.

**Buildings & Grounds – Doug Hosea, Rick Coombs, Ty Head**

In the Junior Warden's absence, this was covered in the Rector's Report.

**Communications Committee – Sara Beall, Jim Ray**

No report.

**Development Committee – Doug Hosea, Sheryl Fritz, Ty Head**

- The current balance in the Capital Campaign account is \$249,218.
- Bricks for the Marsee Memorial Garden have been delivered and work started on March 13. The brick work should take 5-7 days. The decision was made that granite will be the facing for the columbarium and cast stone for all signage in the garden.
- Parish Hall renovation: Ty Head will collect bids for the installation of the elevator. Don Wheaton and Judy Marsee will design the bathroom remodels. During the week of March 23, Doug Hosea will meet with Carol Holley of Arlington Design Group to give specifications for design of the new parish hall.
- The security system will be installed the first week of April.
- Bids were received from four companies for new church pews. After Doug Hosea made a site visit to the factory and Steve Altman contacted references, the bid Ward Manufacturing was the choice of the Development Committee. The pews will be solid red oak; will take 90-12 days to construct and 3-5 days to install. Ward will remove the old pews. Ward Manufacturing also will be asked to give a bid on replacing the chairs in the sanctuary.

**A motion was made by Bob Yarger, seconded by Stephen Vinson, to accept the proposal from Ward Manufacturing for a maximum of \$49,500 to purchase pews from. The money will come from the Capital Campaign funds. The vote was unanimous in favor of this motion.**

- All trees around the entire church property were trimmed the week of March 11.
- Tim Cox will do the discovery and collect bids on the remodel of the Altar Guild Sacristy.
- Sowing Seeds will replace the fence outside the kitchen with a stained cedar fence with decorative top.

**Nominations & Personnel – Jody Gittiban, Sheryl Fritz**

No report

**Secretaries Report – Fr. Matkin**

- Average Sunday attendance for 2009 YTD: 245
- Transfers in: 5
- Baptisms: 0
- Marriages: 0
- Transfers out: 5
- Births: 1
- Deaths: 1

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**Old Business**

- No decision was made on the water pipe problem. Ty Head will report on this later.

**New Business**

- Sara Beall has talked with Kathy Jones, who negotiated our current electric contracts, and with Pat Sparks. She met with Charles Patton who negotiated our current electric contracts. Charles is getting quotes from the various electric providers and will meet with Sara in April or May to discuss our options. The top four bids will be brought to the vestry with information about cost, risk and customer service, so that the vestry can make an informed decision and lock in a new contract before our current one expires on July 1, 2009. At this time Charles is recommending that we seek a one-year non-variable contract because the rates have been going down over the past few months.

**Closing Prayer and Adjournment**

Fr. Kresowaty closed with a blessing at 9:10pm

Respectfully submitted,

Susan W. Kennemer  
Vestry Clerk

*Next meeting of the Vestry will be April 15, 2009 at 7:00 pm in Room 10.*

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**ADDENDUM TO MINUTES:**

On February 25, 2009, Fr. Kresowaty sent an email message to the vestry for a Change of Order H for the Organ, to add a rank of Tierce that has 41 pipes for the cost of \$6099.00. The money comes from the Organ Fund and we do have funds to cover this expense from this Fund.

**On February 25, 2008 a motion was made by Stephen Vinson, seconded by Sue Hogg, to spend \$6099.00 from the Organ Fund to add a rank of Tierce to the organ. This passed with a majority email vote.**

On March 3, 2009 Fr. Kresowaty reported via email that the Junior Warden and Chair of the Development Committee asked approval for a \$2250.00 expenditure for tree trimming for all the trees around the church. The funds to pay this would come from the capital campaign.

**On March 3, 2009, a motion was made by Jody Gittiban, seconded by Rick Coombs, to authorize \$2,250 to be spent from the Capital Campaign funds to trim the trees around the church. This passed with a majority email vote.**

On March 4, 2009 Fr. Kresowaty reported via email the Junior Warden and Chair of the Development Committee wanted a motion to approve \$600.00 from the Capital Campaign funds to replace the fence located outside of the glass doors by the kitchen. Sowing Seeds will do the installation, the cost is for materials.

**On March 4, 2009, a motion was made by Doug Hosea seconded by Sue Hogg to authorize \$600.00 to be spent from the Capital Campaign funds for materials to replace the fence by the kitchen. This passed with a majority email vote.**

An additional motion was needed because materials for the fence project exceeded initial estimates.

**On March 11, 2009, a motion was made by Stephen Vinson, seconded by Sara Beall to approve an additional \$119.72 for the special order material for the kitchen fence, to come from the Capital Campaign funds. This passed with a majority email vote.**