
APPROVED

In attendance: Steve Altman, Jim Rhea, Diane Hartley, Carolyn Dobbs, Kathy Jones, Tim Cox, Nasser Gittiban, John Banks, Chris Troutt, Kristin Hadawi, Judy Marsee

Visitors: None

7:19 p.m. Steve Altman called the meeting to order.

Kathy Jones opened with prayer at 7:20.

Approval of Minutes – Carolyn Dobbs

The June 2005 vestry minutes were submitted to the Vestry for e-mail approval. The minutes were approved by majority response.

School Committee Report – Jim Rhea

- Facility is being readied for the school year. Modifications are taking place. Buildings will need additional sprinklers required by Fire Code. This will be deferred for one year.
- Judy East, Steve Hawrylak, Shane Sigrist were elected to the School Board of Trustees for 3-year terms. There are three remaining non-parishioner positions to fill and the School Board is looking for additional candidates.
- A new cross and altar will be placed in the chapel at the school, designed by Fr. Matkin, fabricated by Alex Mills, who has created much of the woodwork in St. Alban's oratory and narthex.

Priest-in-Charge Report – Fr. Matkin

- Sunday attendance has remained strong through the summer and has even increased.
- In the fall, there will be three adult Sunday School classes – taught by Fr. Matkin, Walt Cabe and Dr. Reagan White.
- Fr. Matkin will also teach an abbreviated Confirmation Class on Wednesdays after the evening Eucharist.
- Jane Blackburn, new Stephen Ministry leader, has volunteered to teach a Religion class at the school.
- All vestry members present approved and endorsed our seminarian Jon Jenkins as a candidate for Holy Orders.

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Newcomers – Diane Hartley and Kristin Hadawi

- Two new members – Wendell and Lauren Rosales, who are new members to the parish.
- Fr. Matkin has updated the Newcomer booklet.
- Will implement two new strategies – including a “How Can We Help You?” section in the Newcomer booklet and beginning a group of mentors so that each newcomer has a mentor.

Events – Fr. Matkin

- Rector's Roundtable, August 27
- Rally Day, August 28
- Bring-a-Friend, September 18
- Bishop's Visit is on November 6th, for confirmation
- Vacation Bible School follow-up event will be Sunday evening, August 28th in the Parish Hall

Worship Committee – Tim Cox

- Worship Committee will meet on the 27th to discuss services and times.

Christian Education – Diane Hartley and Kathy Jones

- New curricula and age groupings will be used this year – Early Communion class for Pre-K – 1st grade, “Journey to Adulthood” for elementary age, “RITE 13” for 7th & 8th graders, and “J2A” for high school students.
- There is now a women's bible study on Wednesday.
- We need Christian Education teachers for children's classes.

Youth Ministry – Diane Hartley and Kristin Hadawi

- There will be a new Youth Group – EpiscoPals - for 4th-6th grade.
- Each youth group – EpiscoPals, Junior EYC, Senior EYC will meet separately.

Pastoral Care – Diane Hartley and Kristin Hadawi

- Jane Blackburn is head of hospital visitors. Currently all visitors are Stephen Ministers. The church needs people to visit one day of the week every other week.

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Outreach, Mission, and Inreach – Diane Hartley and Kristin Hadawi

- Parish nurses offer blood pressure checks each month between morning services.
- Nancy Banks resigned as Stephen Ministry coordinator. Patricia Sylvester and Keith Higham took over.
- Community Outreach – Nancy Stankosky and Deacon Claire report that Meals on Wheels continues to run smoothly. Next big project is Advent Project. Need a room to store food and lock it – year-round.

Finance Committee Report – John Banks/Nick Garefalos

- There was a net loss \$7,004 posted for June 2005, even without a rector salary and with reduced program related expenses.
- Pledge & plate receipts are under-running budget for the year
- Repairs and maintenance have been less than budgeted
- Donations of \$5,874 have been received toward the sanctuary air conditioner repairs
- Steve Altman, Nick Garefalos and John Banks met with the Diocesan finance Committee and received suggestions on ways to potentially lower our diocesan assessment for future years.
- Check handling and audit procedures have been developed and will be put into place.

Stewardship Committee – Kathy Jones and Kristin Hadawi

- Committee meets twice a month and is continuing to evaluate the research of stewardship programs at other churches. Putting together a tentative calendar of stewardship events.

Junior Warden's Report – Tim Cox

- The sanctuary air conditioner compressor has been repaired – all but \$100.00 was raised in three special offerings to cover this expense to date.
- The old teacher's lounge will become the youth room. Rooms 5 & 6 will need air conditioner repair at a cost of \$4021 and the youth room will need an air conditioner repair of \$3,500.
- Looking into the possibility of using equipment from Northbridge – thermostats and compressors – for use in the church building.
- The church has termites outside the sacristy and bookstore and has received bids for spot treatments - \$450-475.
- Four rooms need new carpet. Sowing Seeds will paint most of the classrooms.

Communications Committee – Carolyn Dobbs and John Doshier

- The website should be up and running by the end of July.

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Chancellor's Report – Chris Troutt

- No report this month.

Development Committee – Judy Marsee, Nasser Gittiban, and John Banks

- The Development Committee conducted a survey of facilities needs for all ministries and is in the process of determining which rooms will be designated for which groups/ministries.
- The Youth Leader has requested a group of rooms to be designated for the three youth groups – rooms 12, 13 and 15 and the relocation of the Christian Education and Youth offices to the former lower division school offices. Judy Marsee moved to approve this request. Kathy Jones seconded. All approved.
- The Development Committee will research the potential of leasing the building that was formerly the upper division school office.

Nominations and Personnel Committee – Diane Hartley and Carolyn Dobbs

- No report.

Secretaries Report

- Average Sunday attendance: 255
- Transfers in: 2
- Baptisms: 1
- Marriages: 1
- Transfers Out: 0
- Births: 0
- Deaths: 0

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Old Business

Ballpark Fundraiser

- An event will be held after church on Sunday, July 30th to encourage sign-ups.

Search Committee

- Steven Cavender has received five replies as of last Monday, and has given extra days to some other candidates due to summer vacation schedules.
- He is expecting to have seven to ten replies total by the time of this meeting
- Copies of the responses from all who have replied will be distributed among the members of the search committee for their review.
- August 1 the committee will meet to go over responses and hopefully get the list down to 3 candidates for the vestry
- The month of August will be used to conduct interviews

Executive Committee

- Per Bishop Iker's recommendation, the Executive Committee of Steve Altman, Fr. Matkin, Chris Troutt, and Judy Marsee met with an attorney regarding two former parishioners. After reviewing pertinent material the attorney detailed options and a recommended course of action. The details of this exchange are subject to attorney-client privilege and thus not recorded here. Chris Troutt made a motion that we follow the recommendation of counsel. Nasser Gittiban seconded. All approved.

New Business

- Kathy Jones made a motion that the remaining funds in the Fr. Woods Endowment of \$2,711 be dispersed to the Union Gospel Mission, in memory of Fr. Woods. John Banks seconded. All approved. Fr. Woods was a strong supporter of the Union Gospel Mission.

Steve Altman adjourned the meeting at 10:21 p.m.

Respectfully submitted,

Carolyn Dobbs for
Marguerite (Lisa) Glasgow
St. Alban's Episcopal Church Vestry Clerk