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In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Sheryl Fritz, Jody Gittiban, Darrell Glidewell, Ron Horton, Doug Hosea, Peggy Pate, Jim Ray, Jim Swann, Stephen Vinson, Bob Yarger, Nick Garafelos, Fr. Duncan

Absent:

Fr. Kresowaty called meeting to order with prayer at 7:07 p.m.

**Approval of Minutes**

Minutes of the October vestry meeting were approved via email.

**Rector's Report**

- On November 30<sup>th</sup> there will be an all ages class on making Advent Wreaths at 9:15 in the Parish Hall.
- Advent Lessons and Carols will be on Sunday, December 7<sup>th</sup> at 5:30 p.m. followed by a Pork Loin Roast supper with potluck side dishes.
- On Sunday, December 21 we will have a reception for Fr. Kresowaty's 25 years anniversary of his ordination to the priesthood following the 10:30 Eucharist.
- Christmas Eve Eucharist will be 5:30 p.m., 8:00 p.m., and 10:30 p.m. and 10:00 a.m. on Christmas Day. We will have musicians accompanying us at the 8:00 and 10:30 p.m. Dorothy Lynn-Brooks will be playing her harp at the 10:00 a.m. on Christmas Day.
- Sheryl Fritz is attempting to fix the St. Alban's banner. We want to thank her for this task as it is falling apart. After it is repaired, it will be placed on a stand in the Narthex.
- Doug Hosea is to be highly commended for all that he has done during this time of construction. He has been great and available, and we all owe him our sincere thanks for tackling all these projects. Thanks also to Gretchen Hosea who also has been here at every critical junction of the lighting.
- The painting is not finished. CMR has some work to do yet on the roofs. The lighting in the Sanctuary will be finished soon so we can see up there this week.
- It is with sadness that I announce the resignation of the Vestry Clerk, Carolyn Dobbs. Many thanks and our gratitude for her help and years of ministry and service at St. Alban's. She was excellent and I will miss her and Keith and Miles greatly. If you have anyone you know who is called to this kind of Ministry, please let me know as soon as possible.
- Dr. Reagan White has taken over Living the Good News Adult Sunday School Class.
- Fr. Matkin is off on vacation still. Baby Maddy is beautiful and doing well. Fr. Matkin and Melisa had her at the Diocesan Convention. Fr. Matkin should be back the first Sunday of December.
- Fr. Duncan will be on vacation from the 27<sup>th</sup> of December until the 2<sup>nd</sup> of January.
- Thanks to Mike and Suzanne Franke and Sue and Porky Hogg for the hospitality of donuts in the Narthex after the 10:30 service this past Sunday. They are going to do it for 2 more Sundays. If anyone else is interested picking it up after that please let me know.
- The Christmas Pageant will be on the 2<sup>nd</sup> Sunday of Christmas, January 4<sup>th</sup> followed by a fajitas lunch.

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**Newcomer's Report – Peggy Pate**

No report

**Events – Fr. Matkin**

**NOVEMBER**

- 19 Vestry
- 22 Caritas Thanksgiving Dinner
- 23 Stewardship pledge collection
- 26 Thanksgiving Eve Mass, 6:30 p.m.
- 30 Stewardship pledge collection

**DECEMBER**

- 6 Advent Project
- 7 Lessons and Carols, 5:30 p.m.
- 13 Legate Due
- 13 Advent Project
- 17 (Fr. K 25<sup>th</sup> anniversary of priesthood)
- 20 Advent Project
- 21 25<sup>th</sup> Anniversary Reception
- 24 Christmas Eve Mass, 5:30, 8:00, 10:30 p.m.
- 25 Christmas Day Mass, 10:00 a.m.
- 27 Ivy/Maneikis Wedding

**Worship Committee –Peggy Pate, Jim Ray, Steve Vinson**

- The Choral Scholar program has already received funding of \$5000 and several parishioners are planning to donate further to this new ministry. Thomas Rinn will be drawing up contracts for these singers and interviewing potential candidates in the coming weeks. Hopefully, there will be 1-2 people joining the choir in January. The choir also had a very successful social outing for dinner and to attend the Orpheus Chamber Singer's Concert in October.
- During the upcoming Lessons & Carols service the choir will be joined by a woodwind quartet funded by donations during our Favorite Hymn in July fundraiser this summer.

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**Christian Education – Sara Beall, Doug Hosea**

- We are thankful for Walt Cabe's ministry in Adult CE at SAEC. Dr. Reagan White will be leading the 'Living the Good News!' class on Sunday mornings.
- The "Laugh Your Way" to a better marriage course continues in PH. There are 6 sessions left.
- We are very thankful for Carolyn Dobb's ministry in Youth CE at SAEC. Her partners, Doug Hosea and his helper, Vincent Go, continue to mentor our Youth on Sunday mornings.
- Our First/Early Communion class will conclude on November 23rd, when 7 students will celebrate their First Communion. There will be a family celebration at 9:15am prior to the 10:30am Eucharist.
- Our PreK - Youth classes continue through November, except November 30th when they will join the parish in PH for the Advent Event, making wreaths with their families. The winter curriculum has arrived for PreK, and has been ordered for High School. Our intermediate class uses the curriculum provided by the Diocesan CE Commission.
- At the time of this writing, Fr. K, the music directors and Susie Wheaton are discussing the possibility of a Children's Christmas pageant. This would be presented at EITHER the 5pm Christmas Eve service or on Sunday, January 4th, Christmas II.
- Many thanks to Carol Tieman who has arrived early each week to check on Sunday school teachers and classroom set up in Susie Wheaton's absence this semester.

**Youth Ministry – Fr. Duncan (Peggy Pate, Darrell Glidewell, Jody Gittiban)**

- Teenage Youth Group  
We had a successful Trunk N' Treat this year with around 80-100 people present, many of whom were not parishioners. The Boy Scout's haunted house was a great addition to this year's festivities and we are already looking forward to next year's event.  
Our Teenage Youth Group is meeting weekly, Wednesday nights from 6:30pm to 8:00pm, continuing our series "The Theology of the Simpsons." Through this self-designed series we've been able to discuss topics such as: responding to corruption in the church, temptation and sin, science vs. religion, and creationism vs. evolution. We've had steady attendance with a few low weeks, recently. We've also had one regular visitor.  
We're planning to do an Advent Outreach Trip, which will consist in volunteering at either Arlington Life Shelter or Union Gospel Mission. We will also give them the money collected at Trunk N' Treat and after Sunday masses (aka Kool-Aid Can Collection). Money Collected, thus far, for Youth Outreach Project: \$163.00  
Upcoming Events:  
Youth Bowling Outing (Two possible December dates)  
Youth Group Advent Outreach (Tentative – Dec. 20th)
- Junior Youth Group (ages 8-12)

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We have continued to meet on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays of the month. Our meetings generally consist of activities or games, a lesson, and concluding devotions. We have had one Sunday of unusually low attendance, but for the most part we have been blessed with growing attendance from meeting to meeting.

Upcoming Events:

Holiday Lights and Caroling Trip (December 21<sup>st</sup>)

- Caritas (20s and 30s Ministry)

Upcoming Events:

Thanksgiving Potluck Party (November 22<sup>nd</sup>)

**Pastoral Care – Peggy Pate, Darrell Glidewell, Jody Gittiban**

No report

**Outreach and Mission – Peggy Pate, Darrell Glidewell, Jim Swann**

- OSL doing very well and looking forward to working with the Christ the Physician. Christ the Physician (CTP) is getting set up at Canterbury House and has a website now.
- The St. Alban's team that volunteers at the Arlington Life Shelter on the 3<sup>rd</sup> weekend of every month fed 100 people last weekend.

**Treasurer's Report – Bob Yarger**

- Pledge and Plate income for October was \$31,812.00, less than the budgeted amount of \$39,748.00.
- October expenses were \$60,211.00, less than the budgeted amount of \$69,293.00.
- Total due to the line of credit is \$62,243.50.
- A leak has been found in the main water line, which caused our water bill to be higher than budgeted.
- The 2009 budget will be developed based on the pledges received rather than the historical formula that has been used in previous years.

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

- The program mailing material from The Living Stewardship vendor arrived in late October, and the Committee members met on November 3 to assemble the pledge packets. Two mailings have now been delivered, asking for pledge responses by November 30. To date, 48 pledges have been received for a total of \$84,104. A reminder card will be sent December 5 to those not responding to the original request. One final mailing with a new brochure and a pledge card will be sent in late December or early January.

**Junior Warden's Report – Ron Horton**

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- An electrical circuit at Canterbury House shorted out and was bypassed to prevent problems.

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

- Several parishioners have requested advertisement space in the Legate and website.

**Development Committee Report – Doug Hosea, Darrell Glidewell, Sheryl Fritz**

- The Development Committee met on Thursday, November 6, 2008
- Capital Campaign Finances

Current Balance	\$183,582.41
Committed Contracts	
The Connection Co.	\$ 12,960.00
AZ Painting	\$ 4,600.00
Remaining Balance	\$166,022.41
- Construction on the Marsee Garden will begin the week of November 17<sup>th</sup>. It will take 3 to 4 months to complete the 1<sup>st</sup> phase.
- AZ Painting has completed the majority of the contracted work on the exterior of the building.
- The contract for the Sanctuary lighting has been signed and an initial payment of \$35,316.90 (Capital Campaign expense) has been made for the cost of the equipment. The lighting and dimming systems should be complete by December 3<sup>rd</sup>. The pendant fixtures are currently scheduled for delivery on December 22<sup>nd</sup>, but hopefully they will arrive sooner so they can be installed before the Christmas Eve services.
- The RFP for the design of the new Parish Hall will be sent to approximately 5 firms for bidding.
- Storm related repairs- AZ Painting will repair the ceiling in the Narthex and repaint the entire Narthex. The trim piece for the columbarium has been ordered. These two projects will complete the 1<sup>st</sup> insurance claim for wind driven water damage. All work on the 2<sup>nd</sup> claim of hail damage is complete and awaiting final inspection on November 21<sup>st</sup>. The damaged sections of the stained glass windows in the altar and baptismal nook have been removed by Stanton Glass. They will have to come back with a lift to get the rose window out.
- Sheryl Fritz and Fr. Kresowaty have been in contact with parishioner Ben Nix concerning a security camera system for the church building and grounds. Ben is going to research some options and report back to us, possibly at the December vestry meeting.
- \$4000 left from wind-driven insurance claim will be used to repair the sheetrock in confessional area.
- New Business – Doug Hosea will get the RFP for Parish Hall out to bid and investigate the installation of an elevator. Ron Horton is going to investigate the options on refurbishment or replacement of the church pews.

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**Nominations & Personnel – Jody Gittiban, Jim Ray**

- The seven candidates' names, bio's, and pictures will be published in the December Legate:  
Rae Huffstetter  
Elly Ferbend  
Sue Hogg  
Ty Head  
Sheryl Fritz  
Richard Stolley  
Sean Sparkman

**Secretaries Report – Fr. Matkin**

- Average Sunday attendance for 2008 YTD: 266
- Transfers in: none
- Baptisms: 6
- Marriages: none
- Transfers out: 1
- Births: 1
- Deaths: none

**Old Business**

Security around St. Alban's – Risk Committee rec'd change locks- Martin Lock is preparing an estimate.

Sprinkler System- still turned off since the City of Arlington damaged it.

**New Business**

Vestry Clerk- see Rector's report

Locks and new Keys – see Old Business

Canterbury House Expense – see Jr. Warden's report

Advertising- Fr. Kresowaty discussed advertising special events such as Christmas services.

**Closing Prayer and Adjournment**

Fr. Kresowaty closed with prayer at 8:45 p.m.

Respectfully submitted by,

Sara Beall

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**Addendum to Minutes**

1. An email vote was taken in late October to authorize additional payment for painting of the metal roof above the outside classrooms. The cost to do this is \$4,600.00, a savings of \$1,000.00 since AZ Painting will already have a lift at the church to do the high up work on classrooms. Ten vestry members approved and two did not respond.
2. A second email vote was taken in early November on the use of funds available in the Organ Fund. Doug Hosea moved that the vestry authorize the expense for adding the Gedeckt 16 –12 synthetic, extension of Chimmeyflute and the Flute 4 –61 pipes and related mechanism to the new organ case when it is installed. The cost for the Gedeckt is \$4,213.00 and the Flute is \$8,558.00. Jim Swann seconded the motion. Nine vestry members approved and three did not respond.