

St. Alban's Vestry Meeting Minutes  
April 8, 2014

Meeting called to order at 7:00 with an opening prayer by Fr. Tim. Present. Peg Keyser, Senior Warden, John Hartley, Jr. Warden, Frank Governali, Treasurer, David Abbiati, Secretary, Peter Merrill, Julie Merriam, Gretchen Hartley, Michelle Whitney, Scott Read, Jason Burks, The Rev. Tim Boggs, The Rev. Kelly Moughty, The Venerable Audrey Delafield. Absent Bruce Babcock, Nancy Pezzullo.

Vestry business:

- minutes from March 2014 meeting, moved, seconded and approved
- please respond to Newcomer Cahir Sarah Choi's email for greeters...Peg
- remember to seek out newcomers ...Peg

Heidi Schott from Diocese

Heidi is the officer for Communication and Social Justice for the Bishop. She is the Liaison Officer with parishes and the Bishop's office. What would be our relationship with her? (Peg). Clearing house for ideas? How can we help the dioceses? Debbie has been visiting other parishes to learn about children's programs, and talk about the success of ours. The Diocese owns equipment to teleconference. This equipment will be available for special events and conferences. Simultaneous communication can serve nine separate groups.

Update/Analytics/Review of Communications:

presented by Jen Tarling, 6 month review. See attached report.

Summary: People are having a good, positive experience with the communication program. People like the visual appeal of the formats developed or reconfigured. Website is working well as a repository of church information. It is not always easy to find information. Ease of use will be a continuing project. Weekly e-letter viewed positively. Its purpose of delivering short bursts of information has proven to function well. The letter is sent to every member of the parish who can receive it. Copies are made for those who do not have the capability of receive it electronically. It is sent to clergy outside our parish and to the Bishop. A measure of success is that very few recipients have chosen to unsubscribe. Links within the newsletter generate traffic to other websites. Each communication method has a core following who rely on it for information. Facebook works well when boosted (paid). Comparing non-boosted and boosted postings, the boosted posting generate approximately ten times more click through than the non-boosted.

Tim talked about an "echo function" as all forms of communication reinforce each other and the core message.

There was general agreement that, with Jen's and Kirsten's help, we are on the right track. We understand that we are only beginning the project to improve parish communication. Jen will continue to determine preferable method of communication for families of children, and for our youth. Over time, social media comprise **the brand** of the church.

We are at the half-year mark with the communication plan. The initial data is positive. We need follow up at the year mark. Kirsten has dedicated herself to publishing the Weekly News. Kudos is given to Kirsten from the vestry.

Jason voiced a concern that we not try to run a “webchurch”. Tim indicated that while we are trying to be “more porous” and communicate and act in a wider sphere, we are not aspiring to be a web-based church. Social and digital communications do not substitute for in-person relationships and work. The website is a tool for the parish to grow.

We should find other parishes that are good with communication and work with them. This might be a liaison project for Heidi. We must also look beyond Maine for examples and help.

#### Nomination Process for New Vestry Members: John Hartley

See John’s report –attached and incorporated by reference. Formal resolution forthcoming.

The bulk of the discussion revolved around the means to implement the major thrust of the Vestry Nomination Committee’s main recommendation: to make the nomination process more accessible and transparent to the parish members. The concept of choosing two additional members to serve on the nominating committee from the non-vestry parishioners was discussed positively. Current nominating committee consists of clergy, wardens, and outgoing (3) vestry members. The committee is still at work on a proposal for vestry approval. It will provide that well prior to the selection of nominees for the vestry and delegates to the convention, parishioners will be given the opportunity to nominate (including self-nomination) individuals for the two at-large seats on the nominating committee. Two names could be drawn at random from those on the list.

It will be incumbent on the vestry and clergy to present the qualifications and background of each nominee of the vestry/delegate nomination committee to the general membership of the parish. The concept of floor nominations was discussed. The committee’s proposal will be brought back to the vestry soon and the process for delegation to the convention.

#### Audrey’s Fund, an ongoing tribute to a great ministry

It was decided, that with the encouragement of the vestry, the rector and the Venerable Audrey Delafield, a new St. Alban’s Parish fund will be created to honor Audrey on her retirement from active ordained ministry and to stimulate particular parish programs.

This fund will be known as **The Audrey Fund**, and contributions to it will be received and accounted for in such a way as to permit clear understanding of contributions and disbursements. Acknowledgements of all contributions will be arranged by the rector, and timely receipts will be provided to donors.

The sole purpose of the fund will be to support special initiatives of the Music program and the Children & Youth ministries of the parish.

Upon request of the clergy, staff or vestry members, the vestry may from time to time disburse monies from the fund to pay for activities, performances, and projects which are beyond usual scope of programming covered by the parish operating budget. It is not intended that the fund will be used to support regular salaries, materials and programming.

The Rector will prepare procedures and an announcement of the fund for vestry approval.

B & G Update: Pete Merrill reviewed minutes from last B and G meeting, and Phil Hamilton will provide a complete B & G report at May meeting

Centennial Committee update – Tim

Brief summary by Tim. The committee is formed and beginning its work. Tim will follow up with an email.

Clergy Report – because of time restraints, all clergy reports were summary and brief. Tim: Tim reviewed a successful Lenten season of worship and programming. All the clergy have been working on plans for Holy Week. He interviewed candidates and called a seminarian for the summer. The seminarian's CV was distributed to the parishioners. There is a need for housing for the seminarian and his wife this summer. The health ministry is doing great. We need to stay focused on newcomers.

Audrey reported on the Long Creek correctional center project. St. Alban's is "sponsoring" the girls' unit there. She told of the joy experienced by the participants from the church. She was delighted by the response from the residents. She told of the use of robotic babies to help the clients understand the intense and continual nature of child care: a cautionary tale. The volunteers meet the first Sunday in the month.

Kelly told us that while there were no seniors active in the education program this year, she is encouraging those graduating seniors who are members of St Albans to join with us in celebrating the close of the educational year at the church. She briefly commented on her trip to Boston with the youth group. Kelly is working with 4/5 individuals towards their confirmation.

Wardens Report - Peg, John - tabled

Treasurer Report – Frank attached and included by reference. Discussion of timing of pledge payments and higher expenses in some categories.

Haiti recap -- Gretchen and Kelly

Both reported that the trip was amazing.

Kelly reported that the school is in excellent physical shape: walls are painted and the floors are mopped. She told us that there was a wonderful ground team that supported their efforts: the people at the school, the bishop, translator and music translator.

With the installation of the computer lab at the school, the next step is to coordinate with the local trade school with the hope of Tru du Nord being the area campus.

This trip and subsequent trips will be good for developing direct relationships with individuals in Haiti.

Asked what moved you, Gretchen responded that she felt overwhelmed by the poverty and the trash strewn about on the island. She did indicate that the school had this under control in the compound. Kelly told of being moved by the plight of the land on that end of the island: denuded, eroded, and getting worse. Kelly said that some enterprising individual was savaging mango seeds on the beach, sprouting them, and returning the small trees to the beach area. Gretchen told of a project SOIL. SOIL is an approved system of turning human waste into agricultural quality fertilizer. This process addresses both the need for sanitation and the need to restore the soil.

Planned Giving committee/Stewardship update – Frank – tabled

Thank you's are given to:

Jen Tarling, communications

Kirsten -- E-news weekly email (peg)

Janet Gordon -- for assuming the supervision of Essentials Pantry (peg)

Connie Babcock -- for assuming coordination of intercessors -- (John Hartley?)

Julia Beckett -- for coordinating volunteer efforts at Long Creek (can't recall who was designated to thank her...)

Closing prayer schedule:

may - jason

june - michelle

july - julie

august - scott

september - david

october - bruce

november - pete

december - gretchen

january – peg

Meeting was closed with a prayer by Audrey, and adjourned.