



## Building the Church on the Hill:

Captivating the Heart of the World with the Glory of God

### Vestry Minutes – October 10, 2011

Present: Rev. Charlie Holt, Mike Ivanov, Jr. Warden; Rick Felthuis, Chris Hunt, Dianne Hunter, Amy Lockhart, Kent Madison, Greg Thomas, Helmut Schardt,

Absent: John Crouch, Sr. Warden; Beth Pope, Secretary; Rob deViere,

Also Present: Rev. Wes Sharp, Steve Williams, Treasurer

- I. 7:00 pm Fr. Charlie opened meeting with discussion of Matthew 24:1-14 and prayer.
- II. The minutes from September 12, 2011 meeting were approved as submitted.
- III. Rector's Report: (Fr. Holt)
  - a. Din Bissoonvial, Deacon in Training will serve his internship at St. Peter's beginning in Advent (November 27, 2011) thru the 2012 Pentecost season. He is married with 2 young children, and a member of All Saints, Enterprise.
  - b. Bishop election process: candidate bios, video presentations and "ask the candidate" questions & answers are available on line for review.
    - i. If Charlie is elected, the current vestry would freeze, and Sr. Warden John Crouch would be in charge. Transition would likely begin in February 2012, with the Consecration scheduled for March 24, 2012.
  - c. November vestry meeting is rescheduled for November 21<sup>st</sup> following the November 19<sup>th</sup> Special Convention election of new Bishop.
  - d. Preschool Update: see Attachment A – Director's Report
    - i. There has been good response and feedback to extended school hours.
    - ii. Loren Williams is updating the Church and School websites. Video testimonies might be helpful on the school website.
    - iii. Expanded facilities, upgraded playground and completed landscaping should help with 2012-13 recruiting.
    - iv. Vestry requests clear vision & mission statements including goals, strategies and business/marketing plan for school. What makes our school unique, what is our message/brand?
- IV. Treasurer's Report (Berghane)
  - a. Weekly revenues have improved for the past two weeks, and expenses are being tightly managed. Pathways to Home receivable is currently \$8000, and is being addressed by Ross Wontenay and Laurie Wren.
  - b. 2012 Budget will be projected based on 2011 actual revenues. 2012 Clergy Housing allowances must be approved at November 21<sup>st</sup> vestry meeting.
  - c. The total approved budget for Family Life Center (FLC) is now \$1,075,000, \$75,000 over the original \$1,000,000 budget due to change orders approved subsequent to original contract. We have paid approximately \$650,000 of Building Together funds, which has not yet included any interest. Interest payment for 2012 is anticipated at \$20,000.
  - d. The Building Together Capital Campaign pledges of \$1,000,000 will likely fall short by \$150,000 due to job losses, moves, and deaths. Added to \$75,000 in

change orders, a \$225,000 mortgage is anticipated at the completion of the current 3 year Building Together pledge commitments (December 2013).

- e. Collage anticipates completion of FLC in November, ahead of schedule. The Certificate of Occupancy (C.O.) and punch lists are expected to be accomplished by end of this year. Collage is withholding 10% for all subcontractors pending completion of punch lists.
- V. Jr. Warden Report (Ivanov)
- a. Siding and ribbing have been completed on FLC exterior; fence gate can now be installed.
  - b. Breezeway roof leaks have been repaired, but weekend downpours revealed additional leaks which will be addressed.
  - c. When construction ends, existing walkways need to be retextured/repainted. Chain link fence and additional landscape projects can be accomplished by our members following receipt of C.O.
- VI. Commission Reports
- a. WORSHIP (Sharp/Thomas): Ushers, chalice bearers and acolytes need to be recruited at November Ministry Fair.
  - b. FELLOWSHIP (Hunter): Pictorial Directory is in progress. Fellowship Coordinator, Wendy Berghane, has accepted position of lead VPK teacher with our Preschool.
  - c. DISCIPLESHIP (Sharp/Madison): Life Group training sessions have been well attended, and will likely be accomplished in 2 rather than 3 weeks. Sunday morning and Wednesday night classes are strongly attended. Nexus has completed Advent programming as well as course projections through 2012.
  - d. MINISTRY (Lockhart): September Core meeting was well attended. SHAPE online surveys begin this month. Ministry Fair is scheduled for November 13.
  - e. MISSION (Hunt/Schardt): Grace 'n Grits is cutting back on menu options to conserve funds. Saturday Serve is consistently well attended.
- VII. New Business
- a. Vestry Nominating Committee includes departing vestry members John Crouch, Rob deViere, Chris Hunt, and Dianne Hunter. The committee should determine if the process will be private (invite candidates in person) or public (publish announcements asking for candidates). Vestry candidates will be elected at Annual Meeting on January 15, 2012. Fr. Charlie has spoken with Amy Jennings about completing Deb Handley's term for remainder of 2011, which could then be extended through 2013 by vote at annual meeting.

Meeting adjourned at 9:20 pm with spontaneous prayers from those in attendance.

Respectfully submitted, Susie Millonig

Next meeting is Monday, November 21, 2011 at 7:00 pm.
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## ATTACHMENT A

### **PRESCHOOL DIRECTOR'S REPORT**

**October 3, 2011**

ENROLLMENT: TOTAL=72 /82\_ 88% Enrollment  
Kindergarten - 6/9; VPK 4s - 27/30; 3s - 21/24; 2s - 15/16

The budget based on current enrollment and planned fundraisers show the school breaking even for the 2011-2012 school year. Fundraisers for August and September brought in \$1100 more income than projected!

VPK is all set for the 2011-2012 school year. All requirements are met, and staff changes have been made. As our calendar days with VPK begin on Oct. 18, we will receive our first reimbursement payment based on attendance by November 15. For October through December our receipts will be in arrears - based on actual attendance turned in at the end of each month. For January – May, VPK will pay us prior to each month according to projected attendance.

We are sorry to be losing Annette Stento from our staff, but her husband's job is leading them on a new adventure in Detroit. Annette joined our ministry team with the school in 2002. She will be dearly missed. God has blessed the school in this transition by allowing us the opportunity to hire Wendy Berghane as our VPK 4s lead teacher. After interviewing 3 candidates we were thrilled when Wendy accepted our offer to further her ministry at St. Peter's through the school. Wendy will officially begin on Oct. 18 – she and Annette will co-teach the class for a few days. Parents were notified last week and they all seem to be anticipating a smooth transition.

The school now has an advertising team made up of myself and two parents. One of these parents has a career in graphic design, and the other in advertising. We met today to focus on February's registration for the 2012-2013 school year. This team has taken on all the communications (except for the website) responsibilities for the school for the year, including all the fundraisers. However, PPAC members continue to provide great resources in this area as well. The brochure designed by Loren last year is excellent, so the plan is to just update the information within. I will meet with Loren this week about some changes planned for the school website – it remains our 2<sup>nd</sup> best source of referrals, behind word-of-mouth.

At our September 6<sup>th</sup> PPAC meeting assignments were made to each member for surveying area preschools to gather the data we will use in setting our class offerings and rates for the 2012-2013. That data was turned in last week, and is being entered into a spreadsheet for reference. We will set the budget for the next school year at November's PPAC meeting.

As you well know, Debbie Handley has stepped down from her Vestry and PPAC positions due to classes she has undertaken. The school is looking for a Vestry member who will attend our PPAC meeting on the 1<sup>st</sup> Monday of each month, 7-9pm and serve as our Vestry liaison. I ask that you prayerfully consider this ministry opportunity, and contact me at the school office (407-333-1707 or [jeri@splm.org](mailto:jeri@splm.org)).

Blessings,  
Jeri Graumlich, School Director