

Christ Episcopal Church

Annual Meeting Minutes

April 22, 2018

Call to Order and Prayer

In the absence of the Rector, Christie Carrico, the Senior Warden convened the 2018 Christ Church Annual Meeting at 10:23 a.m. and the Rev. Cynthia Simpson offered an opening prayer.

Ascertainment of a Quorum

Recording Secretary Dotty Reitwiesner confirmed that a quorum had been established.

Review and Approval of the Minutes of the 2017 Annual Meeting

Christie Carrico invited comments and corrections to the minutes of the 2017 Annual Meeting. A motion was made and seconded for the approval of the minutes of the 2017 meeting. The motion passed.

Report of the Nominating Committee & Election

George Wolohojian proposed an amendment to the Parish bylaws, to apply only to the election of the Senior Warden for one election cycle. He stated, **In order to provide continuity of leadership during our parish's time of search and transition, the Vestry proposes an amendment that adds an additional article to the end of our bylaws that will apply only to the election of the position of Senior Warden in April 2018. The bylaw amendment would automatically repeal itself in two years. The language of the automatic repeal reinforces the temporary nature of the amendment and avoids cluttering the bylaws with a one-time amendment that would never apply again. The language follows in italics:**

***Article IX – Transition and Technical Provisions***

***Section 1. The limitation of Term provision contained in Section 6 of Article III shall not apply to the election of the Senior Warden at the Annual Parish Meeting occurring in April 2018.***

***Section 2. This article automatically shall be repealed upon the adjournment of the Annual Parish Meeting occurring in 2020.***

The motion to accept the amendment was seconded by several persons. The motion passed, with one person opposed.

George Wolohojian presented in turn the slate of nominees for Junior Warden, Vestry, Diocesan Convention Delegates and Alternate Diocesan Convention Delegate. The nominees were:

Vestry (terms):        Robert Follit (3 year)  
                              Audra Snider (3 year)  
                              Meghan Matulka (2 year)  
                              Steven McNeil (1 year)

Senior Warden:        Christine Carrico

Diocesan Delegates:  Henry Mulzac  
                              Anne Scott  
                              Lisa Tarantino

Alternate Diocesan Delegate: Margaret Gilliam

These motions were seconded and passed for each category in turn; all candidates were elected.

#### Senior Warden's Report and a Vision for the Future

Christie Carrico asked all, in the interest of time, to read her report, which is included in the packets.

#### Report of the Assistant Rector

The Reverend Cindy Simpson recognized and expressed her thanks for the Environmental Ministries. She suggested all should “check out toilets in parish house” as they have been recently renovated. She then recognized a number of parish activities, including: Fellowship team; Coffee hour/lemonade teams; St Francis Flock (new ministry); the Welcoming team; Adult Education, including the forum and other educational activities.

The Rev Simpson talked of the School and the relationship between the parish and the school. She said it is important to identify a new Rector who will keep the relationship and help the relationship continue to grow.

#### Junior Warden's Report

Wayne Cross said there has been lot of property-related activity: restoration of the Transept and Rose windows (which was planned) and a number of “unplanned” activities; recently, to note, we have lost a number of trees. Wayne thanked Geof Fuller for all of his work on property issues, and added that Geof has really stepped up and helped out.

### Capital Campaign Report

George Wolohojian reported on the Capital Campaign. He said he is pleased, on behalf of the campaign, at the response to date. He said he is one of two co-chairs for the campaign; he reviewed where we came from and where we are, as a parish and a school. The worship space will be renovated, including adding ceiling fans; an elevator is to be installed; there is also a plan to open the Narthex. The Murdock Room will be renovated this summer; the bathrooms in the school building are to be renovated. The new school building will be built on Foley Park.

The capital campaign includes sharing the story of the fifty-year partnership between the school and the church. Currently, we are just past half way of the campaign; pledges and contributions are currently at \$2,438,285.74. New campaign activities are being planned this spring.

### Christ Episcopal School Report

Dr. Caroline Chapin, Head of the school, first said it is always delightful to be here. She gave thanks to the search committee for setting up a focus group for the faculty and staff. We are a parish day school, she added, a dying breed. The school has, in essence, two CEOs (the Rector and the Head of School), and this is challenging.

She talked about the structure of the school, including the Board of Governors and Vestry. She said that there is no separation between church and school; it's very important to understand the two are working together. The school wants to continue to share the space. The focus of this year's gala Raise-the-Paddle fund raiser is to remodel the Murdock Room. Following the Gala, there is \$48,000 obtained by a grant to update private school infrastructure, dedicated to that, bringing the total for the campaign to \$2,486,285.74.

### Financial Report and 2018 Budget

Treasurer Steve McNeil reported that at the end of 2017, there was a surplus of \$8000. He said this was remarkable, as we also had a \$58,000 decline in pledges. Memorial gifts increased in 2017, and the Endowment Fund made a lot of money. Finally, spending in 2017 was also down.

In 2016 there was no income from Endowments; this year we do have Endowment we can use for unplanned expenses. The budget is set at \$785,000; there is a gap or shortfall of \$85,000. All ministries were frozen for this year. Jazz Vespers went away, saving a little. The budget for the Rector's salary may save some money. For the first quarter of 2018, there is a loss of \$5,000. Pledge income is down for the year so far, down 3% from last year. Last year, we had a full complement of paid singers; this year there has been a saving of that cost. Of note, there has been a saving of \$10,000, thanks to the work Janice Musselman did to save costs of trash collection. To summarize – we had a good year last year, and are doing ok this year.

## Report of the Parish Endowment Fund Board

Endowment Fund Chair Buzz Von Arx reported “there is some good news”, adding that it’s nice to have some good news. The Endowment Fund runs on a fiscal year, not a calendar year. For the fiscal year, there has been a gain of about \$302,000, or approximately 13%.

## Search Committee Report

Janice Musselman introduced the members of the Search committee, and reported that from their first meeting, the committee has blended very well. She said the committee members are bright and intelligent, and each has a good sense of humor.

Janice gave an overview to the diocese of who we are, as a parish. The committee has begun to form a series of eight focus groups to provide an opportunity for each member of parish to have a say in who the next Rector will be. Janice then encouraged all to keep abreast of progress, and for all to check website.

A parishioner asked if there will be any opportunity to update or to modify any part of the narrative. Janice said she understands there is concern of one particular ministry, yet the document is now complete and in the hands of Rev Paula Clarke. Anyone could look at document and suggest revisions, as it is not perfect.

One parishioner said the narrative did not include the size of parish or the average attendance. Janice said the document has already been passed on to the diocese. The narrative only responds to the ‘12 questions’ from diocese. These numbers are provided elsewhere online.

A question was asked about the dates and times of the upcoming focus groups. The first will be this Tuesday; the rest will be listed in next Sunday’s bulletin. Two will be held as the Sunday Forum (between the 9 and 11 services. Each session will have the same four questions asked.

A parishioner asked if the Vestry will publish the meeting minutes in the Angelus on a monthly basis; Christie said all minutes are posted on the parish website.

## Parish Ministry Reports

Christie said she recommends all read the reports in the Annual Meeting packet on the parish ministries, including:

- Bob James and the acolytes
- Anna Von Arx and the Altar Guild

- Allison Roulier and the LLEMs – plea for new LLEMS,
- Amy Ellis and the Lectors
- Tad Cavouti and the music program
- Michele Craig and children and youth programs
- Tim Smelzer, Kathy Moch and the assembly team for the Angelus
- Buzz Von Arx, Peter Hardinge and John Lynch and their teams of ushers for all three services
- The coffee hour team, led by Nancy Small
- The Fellowship committee led by Bobbie Power
- Dine & Deal led by Barbara Wolper & Dotty Reitwiesner
- The Counters, led by Mark Wright
- The Pastoral Care prayer team led by Kaye Kubas
- The Christ Church Chefs ministry led by Mary Louise Roach
- Environmental Stewardship, chaired by Janice Musselman
- St Francis Flock –animal welfare (Lori Knicely)
- Communications led by Jeremy Snider,
- Welcoming Committee
- Donna Wolohojian and the Bargain Box team
- Outreach, led by Ben Schuman
- The Stewardship team led by Tristan Poje

#### Old Business

Christie asked if there was any old business. There was none.

#### New Business

Christie asked if there was any new business. There was none.

#### Recognition of Retiring Vestry Members

George Wolohojian and Peggy Gilliam were recognized for their service on the vestry, and Christie apologized for not having their ‘token of appreciation’ yet.

#### Administration of Oath of Office for New Vestry Members

Meghan Matulka, Steve McNeil, and Audra Snider came forward to be sworn in by Christie as new vestry members. (Rob Follit will be sworn in at another time)

Christie Carrico was sworn in by Wayne Cross as Senior Warden.

#### Closing Prayer and Adjournment

The meeting was adjourned at 11:44 am by the Rev Cindy Simpson with a stretch and a prayer, after which the attendees were invited to a chicken and waffle brunch in the dining room sponsored by the Youth Group.

Respectfully submitted,

Dotty Reitwiesner (draft)