**St. Brendan the Navigator**

**Minutes of the Vestry Meeting**

**September 13, 2019**

Present: Lis Ingoldsby, Josephine Jacob, Barbara Kourajian, Miriam Antich, Tom van Buren, and Father Edward Dufresne. Bill Scaife and Meg Graham were present by conference call.

Senior Warden Lis Ingoldsby called the meeting to order at 10:02 a.m. Fr. Dufresne offered an opening prayer.

**Review and Acceptance of the Minutes from the August 13th meeting**

Miriam moved to accept the Minutes of the August 13th meeting; Tom seconded the motion. The Minutes were approved.

**Review of August Financials**

Bill Scaife stated we are doing well. The Finance Committee met on August 11th

and no concerns were raised.

Barbara moved to accept the August 31st Financials; Miriam seconded the motion. Discussion followed: Bill asked how the Financials should be presented so the congregation can get a quick grasp on how we are doing. Bill was asked to write a short summary. Fr. Dufresne suggested in addition to the summary, the Balance Sheet and the Income Statement Budget Performance sheet be included/posted. The motion passed.

**Ministry Reports & Review for 2019-2020**

Lis noted that Fr. Dufrense revised the Ministry Descriptions after our last meeting. These were sent to Ministry Advocates to share with their Ministry Chairs along with a list of items/tasks to be addressed with the Ministry.

Welcoming and Hospitality Ministry

Miriam reported this Ministry is splitting off from the Pastoral Care Ministry. We looked at the Ministry Responsibilities for both of these Ministries. We decided to table any action on the Pastoral Care Ministry until this group can meet. The Vestry set a meeting for Monday, October 14th at 2:30 p.m. to organize this ministry. Vestry recognizes there is a great need for pastoral care. A Vestry Advocate is needed for this ministry.

Worship & Music Ministry

Barbara reported they have reviewed and updated their Ministry Responsibilities. There is still disagreement among some ministry members on how the ministry should be governed. Fr. Dufresne explained that Vestry is in charge until we have a Priest-in-Charge. He stated:

1) There is nothing that is limiting the Ministry’s freedom for innovation. Vestry has not put any restraints on this.

2) It is illustrative that we are spending time with other ministries trying to get them organized so they are not doing their own thing. We are accountable to them and they are accountable to us.

3) The congregation has had a history of groups doing their own thing and not at all in community and in the common interest of St Brendan’s and its mission. We are trying to tie people together and provide an overall view as well as mutual accountability and support.

Fr. Dufresne is willing to have a conversation with members of the Ministry to explain this. He suggested Lis and Barbara be part of this conversation and that further work on the Ministry Description be tabled until this conversation is held.

Outreach

Tom said they reviewed their goals which initially seemed pretty ambitious. After some discussion, the goals felt more doable.

Fr. Dufresne reminded us these Ministry descriptions are aspirational; we didn’t want to miss something when drafting them, but obviously, we work toward these goals. Skip Greenlaw will be acting chair for the next few months. Lis expressed our thanks to Ann van Buren for filling in as interim chair this past year. Tom said the Ministry hopes to have more activities and events to raise its profile.

Finance

Pete Dane has been named chair.

Lis stated we are without chairs for several of our Ministries. It is preferable that a Vestry person not be the chair of a ministry, but if the needs are such, we may have to go that route. Meg suggested using the term “convener” rather than “chair.” Lis said we will let things simmer for a couple of months as ministries are still trying to get organized with new members.

**Ministry Updates**

Buildings and Grounds

Meg reported that several projects have been completed and several have come under budget. Completed projects include: repair of external window sills and trim, paving of the area at the bottom of the steps, removal of the ramp from the front of the church, completion of side gardens, and the installation of the altar rails. We had further discussion on the automatic door opener: the purchase price and cost of maintenance makes this not feasible. Meg said we will never be able to afford the kind of doors that open or won’t stick under all circumstances. Suggestions were made to purchase a battery operated doorbell to aid access to the building.

Outreach

Tom reported the Ministry is moving toward further distribution of their funds. Other than scholarships (for camp and college), Outreach hasn’t used their budgeted funds for this year. Tom will confirm with Carolyn Mor the amount they have left to donate to organizations/causes.

Tom mentioned our engagement with Community Compass as we sponsor Linda Shepard’s playgroup here. Outreach voted to become an official partner with Community Compass. Outreach hopes to have an event to learn more Community Compass.

H.O.M.E. sold close to $1,000 of items at the Craft Fair on September 8th.

Other events: The Deer Isle Writers will present a reading of original work at St. Brendan’s on September 25th. Jo is working with the Opera House on the possibility of hosting a Family Contra Dance here in October.

Worship and Music Ministry

The Book of Amos Study proposal was sent to the Vestry before the meeting for their consideration. There were a few questions and Barbara provided clarification. The Vestry offered its support and encouragement for this proposal and suggested this be expressed when the Committee petitions the Bishop. The Vestry supports and applauds the innovative ideas of the Worship and Music Ministry.

Barbara said the Supply Priest Schedule is nearly complete through the end of the year and good progress is being made on the first months of 2020.

Lis reported that Pastor Elaine Hewes is interested in spending more time with us and is willing to become more involved with the Worship & Music Ministry. Lis will prepare an agreement for compensation. Bill asked if the Ministry could give the Finance Committee a projection on what it might cost for the coming year. Miriam moved we support our Senior Warden in writing up this agreement with Elaine for consultation services to the Worship & Music Ministry pending endorsement from the Ministry members. Meg seconded the motion. The motion passed. Barbara will ask the Ministry for their endorsement at their meeting on September 16th.

Pastoral Care

There was an emergency recently with a death in Stonington and Lis connected with the Rev. Donna Downs for pastoral care. Lis mentioned we contributed towards the final arrangements for the funeral. She will put together a list of clergy to call in such emergencies.

Finance Committee

Bill reported they have started to look at the budget closely. They are reassessing their arrangement with the Maine Community Foundation as fees seem high.

Stewardship

Miriam reported the In-Gathering was great – 24 pledges were returned. We now have 33 pledges, four of those are new, bringing us close to $83,000. Fifteen people who pledged last year have not responded. If they pledge the same amount as last year, we will be close to our goal of $105,000. Meg said this figure wasn’t discussed. We agreed the Stewardship goal needs to be discussed openly. The Stewardship and Finance committees need to collaborate more on coming up with the figure for the goal.

**Search Committee Update**

Barbara reported we have another month as a featured listing on the Episcopal News Service website and suggested we keep the Search process in our prayers.

**Other Business**

* Compensation for Richard Mallory’s offerings: Barbara will check with Patricia Donahue on what arrangement was made for compensation for his sermon talk-backs. We agreed to pay both Bill Scaife and Patricia Donahue $100 to help cover cleaning expenses for the housing they provided. Barbara will follow-up with Carolyn for payment.
* Hall Rental Updates/Need for Hall Program Coordinator: Tabled until our next meeting.
* Sunday Refreshments: This will fall under the Welcoming and Hospitality Ministry.
* Diocesan Convention: October 26th. Skip and Diane Greenlaw are our delegates. Lis will also be in attendance.
* Post office key: Lis will fill out the required paperwork. She said we need an additional person to have a key. Jo was suggested.
* Supplies: We need to figure out who will make these purchases in the future.
* Land for sale: Meg will follow-up on the land behind the church to see if this is feasible for parking and possibly purchase.

Our next Vestry meeting will be Friday, October 4th at 10:00 a.m.

We closed the meeting by reading the Prayer of St. Brendan together. The meeting adjourned at 12:23 p.m.

Barbara Kourajian,

Clerk