

## **St. Peter's Vestry Minutes**

**August 16, 2010**

### **Attendance:**

**Clergy: The Reverend Denzil Luckritz, Rector**

**Officers: Ron Reed, Senior Warden; Carole Dwyer, Junior Warden; Chuck Gasior, Treasurer; Maureen Tempesta, Clerk**

**Vestry: Gerard Armstrong, Mary Beebe, Jud Breslin, Jeff Callard, Nancy Karami, Susan Soares, Barbara Spillane**

**Absent: Neil Forster, Linda Dill**

The Vestry gathered in the church for Evening Prayer at 6:15 and after this prayer toured the lower level of the church building. We then met in the church hall for the remaining Vestry business.

**Motion: That the minutes of the July meeting be accepted as written. Carried.**

### **I. Rector's Report – The Reverend Denzil Luckritz**

- He suggested that the Vestry think about how it, as a leadership team, can best communicate both with the parish and the public about the role of the parish as a Christian community.
- To that end, we established a group of three members to work with him about our winter retreat. Volunteers for the committee were **Barbara Spillane, Mary Beebe and Maureen Tempesta**. Denzil said that he hoped to meet with this group before the September Vestry meeting about the venue for the retreat and its program.
- He is continuing his work with Alison in developing computer skills.
- Attendance at summer services has been steady and strong. Each Sunday about 100 to 145 attendees have been counted. The 11:00 a.m. service is worthwhile.

### **II. Treasurer's Report – Chuck Gasior (Attachment)**

- Action item: Distribute summary of investment review every year to new vestry.

### **III. Capital Campaign – Jud Breslin**

- Jud had a conversation with **Lynd Matt** at the diocesan office and got some good suggestions about how to proceed with fundraising for our restoration project. Sixty-five to seventy-five per cent of the goal needs to be raised before the campaign goes public. Fundraising companies who are bidders on our job should have a three week window to respond to our specifications. There are three phases of the campaign. The first phase, the planning phase, has been completed well by the Carlton Company. The rest of the campaign, including both the training and the asking for contributions, will take ten to twelve months. The diocese recommended two companies, CCS Funding (Boston) and Episcopal Church Foundation (New York) for the training part of the process. We are looking for two more companies. The

diocese recommended that we not use a company in which a parish member receives compensation. The actual brochure for the campaign is nearly ready.

#### **IV. Guidelines and Responsibilities of the Vestry (Attachment) (Adapted by Chuck Gasior)**

**Motion: That the guidelines be accepted on the recommendations of the officers of the Vestry and that they be posted on St. Peter's web-site. Carried.**

#### **V. Property Report – Mary Beebe (Attachment)**

- Some rewiring will improve the sound system in the church. Will Beebe needs an assistant to learn the system and decide what kind of help we need to make it state of the art.
- John Schnable will start the field study for the septic system this week.
- Two of the exterior doors in the parish hall, plus the kitchen door, need replacing. Will will get estimates for the doors and also consider new locks.

#### **VI. Action Items Update**

- Windows have been ordered for lower level doors in accordance with the Safe Church requirements. Will Beebe will install them.
- Brian will put a drop down ladder in the ceiling in front of the refrigerators to access the good size attic above the area.
- Vestry minutes will be e-mailed to Vestry members , and members will have five days to respond with corrections or omissions. At the end of five days they will be sent to Alison for posting on the web-site. Minutes will be ratified at the following month's meeting. Attachments will remain on file in the office.
- Improvements have been made or are going to be made in the rectory.
  - a. All requests and issues brought up by Denzil and Lisa before their arrival have been taken care of.
  - b. New kitchen flooring has been installed.
  - c. The upstairs bathroom is being updated.
  - d. There is an untraceable leak in the pipes in the basement.
- The fish fry sponsored by the Men's Club will take place in late September or early October. Celestial Navigation will be the topic for the next Men's Club meeting.

#### **VII. New Additions to the Action Items**

- Doors and Locks to be replaced.
- DIT investment summary to be distributed to new vestry members.
- Audio system to be upgraded.
- Church insurance coverage to be updated.
- Commercial side-by-side refrigerator to be purchased for the kitchen .

The meeting adjourned at 8:18 p.m. Nancy Karami offered the closing prayer.

**Respectfully submitted,**

**Maureen Tempesta, Clerk**