

Approved Vestry Council Minutes

In Person and Via Zoom

May 17, 2022

Present:

Mike Cherwa (RC 22)	Whitney McDaniel (E 23)
Joann Mancuso (RC 23)	Bonnie Startt (E 24)
Matthew Wood (RC 23)	Charlie Mills (E 23 via zoom)
Anna Crosby (RC 24)	Jackie Lucas (RC 22)
Andrea Whyte (E 22)	
Fr Mario Melendez (via zoom)	Mike Meehan
Grace Leighton (Secretary)	

Absent:

Dc. Gary Harmeyer
David Dickerson (E 24)

Call to Order:

Matt called the meeting to order at 6.31 pm with a prayer

Spiritual Formation:

Dc. Gary was attending the Quarterly Catholic Dean's Meeting and will be coming later.

Approve Meeting Minutes from 19th April 2022

Minutes were approved.

Finance Council Report: Mike Meehan

- The church received more money since the beginning of the year.
- The operating budget for April was in arrears of about 221.59\$.
- Capital Improvement has a healthy balance for future needed work.
- Special funds are in good standing.
- Net Operating has a loss of \$7500, a little high for this time of year
- Spread the word to donate to the operating fund
- Charlie Mills and Lee Startt will be working this year with the audit.
- We now have a more accurate accounting of income and expenses because we are subtracting the restricted income from the total income and get a ACTUAL non-restricted operating income. So that translates to less 7,551.36\$ for operating expenses.
- Porter Memorial is disbursed twice a year for a specific amount.
- Grants have 3 categories & when low that is when we can apply for new ones.

CLERGY REPORT

- Fr. Mario will not be attending the July convention because only voting members will be allowed to attend.
- Theology On Tap is the 1st Tuesday of the Month (Noise was a distraction)
- Reader's training session will begin with a brunch at 10 am.
- Wednesday Virtual bible study continues this week and Dianne will send the zoom link.

COMMITTEE REPORT

Fellowship

- First Sunday's celebration of Birthdays & Anniversaries
- Last Sunday's fellowship at Mangi Qui
- Plarn is weekly on Thursday mornings
- They continue to call parishioners
- Mary Noyes 90th birthday June 11th & Sunday will celebrate with a cake & refreshments

Administration

- Kevin Meeks is coming on Saturday mornings, doing small projects and more volunteering is needed
- Mowing is continuing and with a lot less to mow.
- Roof inspected and no issues, parking signs installed for Clergy
- Posted job opening for office manager position

Social Ministry

- Manna has been helping 2 families & given 9 bags of groceries out
- Discretionary Fund - is ongoing and it's the 2nd & 4th Wednesday of every month.
- Kim Nichter is still attending training classes for the Open Table event

Liturgy

- Saturday training sessions 5/21 & 6/18 beginning with appreciation brunch
- Musical license and choir supplies purchased
- Painting of the wall in the Sacristy
- Establishing choir in the Fall

Christian Formation

- ACF currently held on the 3rd Sunday of month
- Sessions before service only 6-8 people attended
- New class starting in the Fall "Just Faith" will run 8 weeks and sponsors are Whitney McDaniel, Joann Mancuso and Teresa Stanley.

UNFINISHED BUSINESS

Ambo Wall – Jackie

- Lights, wood and labor
- 1 estimate already secured and this coming Friday we are meeting with another contractor to discuss a price on our suggestions.
- Electrical might need moving lighting needs fixing
- Jim Byrd is very talented with wood and might be agreeable to working for us for this project with pay.

Committee Plans / Projects

- Any new projects over \$10,000 must get approval from D.O.R. and before any project is approved or started, kneelers must be bought for the church for each chair or pew.
- **Playground is tabled till next month – June**

Stewardship Opportunities – Matt

- **Flyer Mailing Address' to the Salem Woods area will be done by this weekend May 20 – 22, 2022**

Anniversary 45th November 1st

- Next month that committee group will tell which Saturday will be the actual event.
- Volunteers needed for the event

NEW BUSINESS

Retirement & Celebrations

- Dianne's last official day is June 30th
- There will be a celebration, Dianne will be asked this week
- Job hunting has been in effect since she notified the office
- Hatcher's Family's last Sunday is June 5.

Email and Server Hosting

- **D.O.R.** (Diocesan of Richmond) they are providing a server host for free
- With free tech support as well, plus anti-virus programs
- We will move our documents from the Google drive to their server when VC members get a chance to sit and work out the format and the how to's so they can explain it to everyone else
- This will save some money for operating expenses

Committee News

- Get estimates for ovens from – 3 different places (i.e. Lowes, Home Depot, Conn's HomePlus, East Coast Appliances, Dr. Johnny Appliances). Don't wait so it can be addressed next meeting
- Jim Byrd did an assessment of stove/oven & Brent has details
- Make announcement in church or in the bulletin about needed monies for the ovens and operating fund
- It was also noted that a raffle at the Fall Fling could bring in money for the ovens & hosting a flea market with 10\$ a table is another easy way to raise funds.

RC Compensation Planning

- Discussion on Office Manager's current salary and minimum on pay scale for new hire – experience based.

Open Discussion

- A question was raised about overall cost for a cantor in the Liturgy budget.
- Fellowship budget appears large because \$1,000 is set aside for anticipated anniversary celebrations
- Fellowship is carefully managed by the co-chairs.

INFORMATION ONLY ITEMS:

- Please continue to update Goals Tracker and Wish list, encourage Committees to add wish list items to monthly Committee reports
- Fall Fling date is September 18th, 2022

ANNUAL RETREAT GOALS FOR 2022/23

Christian Unity Goal:

To investigate and develop a cohesive and ecumenically focused submission to the Synod of Bishops; to increase understanding of why ecumenism holds special significance for our community; and to become a more visible ecumenical partner in the community.

- **Objective 1:** Create an ad-hoc committee composed of Holy Apostles parishioners that will provide an official submission to the Synod of Bishops call for input.

Responsible Party: All committees, clergy, parishioners

- **Objective 2:** Increase visibility of Church of the Holy Apostles as an ecumenical/interfaith community through active representation and participation at ecumenical and community activities as sponsors/co-sponsors/active participants.

Responsible Party: Ecumenical small committee and other community members, Christian Formation, Fellowship, Liturgy, Social Ministry and clergy

Membership and Outreach Goal:

Continue to communicate Holy Apostles' mission and vision by increasing external exposure of our church to the community through varied media sources and in-person events.

- **Objective 1:** Mail advertising flyers to different local communities to increase awareness of Holy Apostles at least once per quarter.

Responsible parties: Administration - Communications; Christian Unity

- **Objective 2:** Submit a news article to the Catholic Virginian, Episcopal Diocesan Newsletter, and the Virginia Media family of newspapers at least once per quarter. Identify at least one ecumenical outreach event to be offered for coverage by local TV news outlets.

Responsible parties: Administration – Communications; Christian Unity, Social Ministry

Stewardship/Social Ministry Goal:

Increase parishioner participation in Stewardship activities at Holy Apostles and optimize the Social Ministry funds to maximize output in supporting community assistance opportunities.

- **Objective 1:** Increase level of parishioner participation in at least one Stewardship activity to 75% of active parishioners.

Responsible parties: Stewardship

- **Objective 2:** Apply for and submit applications to all eligible/available grant opportunities on time. Optimize the utilization of focused discretionary funds and received grant funding to best support and serve the local community to the maximum extent possible throughout the year.

Responsible parties: Finance, Social Ministry

Next scheduled meeting Tuesday June 21, at 6.30pm

Adjournment was at 7.55pm

Grace Leighton
Secretary
May 17, 2022