

St. Agnes Episcopal Church
Vestry Meeting Minutes
July 9, 2007

The regular monthly meeting of the Wardens and Vestry of St. Agnes Episcopal Church, Little Falls, NJ opened with a prayer and was called to order at 7:40 P.M.

Present: L Barnett, M. Borden, J. Ceriani, R. Patrick, A. Picazio, T. Ploch, S. Schink, W. Drake-Schneider, Daphne Thomas and J. Skal (Treasurer)

Minutes: A motion to accept the minutes of the June 5th meeting was made by W. Drake-Schneider, 2nd by M. Borden and approved unanimously.

Treasurer's Report: Joan Skal presented the financial report as the end of May. She noted that the oil tank insurance has been paid. There was a question about the telephone bill being higher than expected, due to the addition of a DSL line and about the utility bill for the rectory being high, which may be the result of having been under estimated previously. Joan questioned two May bills from the cleaning service. The second bill was from having the kitchen cleaned. A motion to accept the May treasurer's report was made by M. Borden, 2nd by J. Ceriani and approved unanimously.

Other Financial Items:

Audit: The Rev. S. Schink stated that St. Agnes is two years behind in having our books audited. She has consulted with John Zinn, from the diocese, and has arranged for an outside auditor, Bill Haggerty, to audit our books for the year 2006.

Rector's Discretionary Fund: Since a fund of \$400 already exists, J. Skal will add \$600 to bring it to the \$1,000 amount approved at the June Vestry Meeting. The Rev. S. Schink now has that check book.

St. Agnes Investments: T. Ploch requested information on the state of the church's investments. J. Skal will report on interest income at the next meeting.

Pledge Income: The Rev. S. Schink noted that pledge income is behind budget. It was decided that the wardens will send out a letter reminding parishioners that, while they're away for the summer, the church bills continue to accrue.

Pastoral Report: The Rev. Schink reported that we have 4 new members. She shared a letter from Bishop Mark Beckwith, announcing a Bishop's Visitation in the Fall of 2009 and informing us that all confirmations will be performed at the cathedral in Newark and that the candidates must be 10th graders or older. The annual clergy conference is set for Oct. 29th and 30th. Books for the children have been purchased by The Rev. Schink and will be placed in a basket in the church. She is also establishing a "sick list" so that intercessions for anyone on that list can become a part of the Prayers of the People each Sunday.

Goals for September:

1. Make our entryways more inviting by relocating the children's play room, cleaning the space and returning the space to its original use as a coat room.
2. Create name tags for all parishioners and devise a ways of keeping them in the front entrance to the church. The feeling is that there are people that we see every Sunday, but aren't always sure of their names. It will also be a way of helping new members become a part of our congregation.

Business Items:

1. Organ Concert: Our Organist, Roger Rossnagel, has expressed interest in performing an organ concert in October. The vestry agreed to the idea. Roger will be asked to propose a date and time. We discussed the possibility of serving wine and cheese after the concert.
2. Stewardship Conference: On Saturday, July 28th from 8:30 AM to 4:00 PM there will be a Stewardship Conference. Registration is required. The Rev. S. Schink is planning to attend. Some vestry members are going to check their schedules to see if they can attend as well.
3. Rectory Garage: A request for permission to use the garage for temporary storage of an antique truck, was made by Lisa Conti, our Parish Administrator. The vestry agreed to grant permission, with the understanding that no work will be performed on the vehicle while on church property and that we will give 60 days notice to vacate if and when we need to terminate the agreement.
4. Missing Members: Concerned about parishioners that have been absent for some time, the vestry is going to make a concerted effort to contact them, expressing concern for their welfare and inviting them to come back.
5. Stove Repair: The previous estimate to repair the kitchen stove has been revised. A new part must be ordered, at a cost of \$1,000, up from the originally approved \$650. A motion to approve the additional expenditure was made by T. Ploch, 2nd by A. Picazio and approved unanimously.
6. Search Committee: The Rev. Schink explained the process of preparing to call a new rector for St. Agnes.
The first step will be to form a profile committee. Only after the parish profile is completed, will a search committee be formed. Vestry members were asked to think about the names of parishioners that could serve on the profile committee and bring their recommendations to the next meeting.
She also suggested that the current vestry members, whose terms are ending next spring, commit themselves to extending their service, so that the search is not slowed while incorporating new members into the process.
7. Re-Keying: L. Barnett reported that the locksmith will be scheduled in the next few weeks. The process of distributing new keys was discussed. Keys will be given out through the church office and anyone who gets a key will have to sign for it. A sign will be posted next week advising when the new locks will be installed and directing people who need a key to contact the church office.
8. Plumbing and Electrical: W. Drake-Schneider is taking care of a having a new light for the cross in the church. The automatic door opener for the handicap accessible doors into McKay Hall cannot be installed by an electrician. We need

to find a contractor that installs doors. R. Patrick reported that the architect recommended by the Bethesda Team is on vacation and will be contacted upon his return, so that he can visit our facility and recommend ways of making our restrooms handicap accessible.

9. American Flag: R. Patrick asked about the re-hanging of the American Flag. W. Drake-Schneider explained the problem with crumbling plaster and the need to improve the underlying support for the bracket, which is being worked on.

There being no further business, a motion to adjourn was made at 9:55 PM by A. Picazio, 2nd by D. Thomas and approved unanimously.

Respectfully submitted by Robert J. Patrick, Clerk

Date of next meeting: August 7, 2007