

**Saint Martha's Episcopal Church
Vestry Retreat
Saturday, March 4, 2017**

MINUTES

Vestry Members Present: Dario Gheresi, Faye Haggard, Steve Henderson (Sr. Warden), Lu Ann Kluch (Jr. Warden), Chris Lathrop, Gary Lee, Fr. Ernesto Medina (Rector), Mary Quinby (Clerk), Jarrod Reece, Michele Sanchez, Marjorie Shaw.

Vestry Member absent: Chris Brockinton

Also present: Phil Brown (Treasurer)

1. The Vestry met in Retreat in the Narthex of Saint Andrew's Episcopal Church, Omaha. The meeting was called to order at 9:05 a.m..
2. The Rector appointed Dr. Dario Gheresi to serve as Chaplain to the Vestry for this year.
3. Gheresi offered a meditation/prayer for the Vestry.
4. Brown provided a "line by line" orientation of the budget to the Vestry. This orientation included all accounts held by the church.

The Vestry asked that a line item called "All About Kidz Tax" be added to the budget in order to clearly separate those funds in the Operating Account.

There was discussion about an audit. Steve Henderson agreed to find 3 people from the parish to do an audit of the parish books.

The Treasurer presented the Financials for February, 2017. Kluch/Quinby – Motion carried.

A motion was made to create a budget line item "Sunday School." To change the budget line amount of "Clergy Continuing Education" to zero and to redirect the budgeted amount to "Sunday School." Kluch/Henderson – Motion Carried

5. After discussion the following motion was discussed: **The current proceeds from Trivia Night/Basket Raffle 2016 be released from escrow and moved to the Blessing Bag Ministries. As policy, the proceeds from Trivia Night/Basket Raffle will be designated for Outreach (as determined by the Vestry). As policy, the proceeds from Pasta Night will be designated for specific parish projects as determined by the Vestry. Kluch/Quinby – Motion Carried.**

6. The Rector presented an Orientation of the Role and Scope of the Vestry.
7. A discussion about how Events at the church are managed occurred. Working direction was given:
 - a. *There is a need to have one person responsible for ensuring that there be appropriate supplies at the church always to events (including last minute events).*

THERE ARE 3 LEVELS OF EVENTS:

- b. *Large fund-raising events: These are managed by the group overseeing the event.*
 - c. *Pastoral events (i.e. receptions for funerals): The Rector, for pastoral reasons will select a team to host and manage a reception. This team will be given an “operating check-list” that will offer direction, hints, and location of items needed for a reception.*
 - d. *Casual events (i.e. potlucks): A small team will be assembled that agrees to take responsibility for the organization and management of these events, including set-up and clean-up). This team will have a specific end date. This team will provide counsel to anyone working in the Pastoral Events category.*
8. Kluch presented the Draft Calendar for the year and introduced the “Notebook” which will contain instructions for all our events and activities.
9. The Rector made a presentation on Healthy Communication. The Vestry took part in “What was the Shape of your Dining Room Table.”
10. Lathrop presented “Floor Maintenance Proposal.” The proposal was accepted.
Henderson/Shaw – Motion Carried.
11. The Vestry had a conversation about the proceeds to Pasta Night 2017. **A motion was made: Proceeds from Pasta Night 2017 be directed to the purchase of a mixer and supplemental sound equipment for the music area (1st priority), support for Sunday School ministries up to \$750 (2nd priority), and the Building Fund (3rd priority). Lathrop/Sanchez – Motion Carried.**
12. After a discussion about the landscaping at the church, it was agreed to ask Chris Brockinton to begin implementation of her plan of the front area, coordinating volunteers and directed donations of plants and flowers.
13. **Motion to adjourn. The meeting adjourned at 3:03 pm. Reece/Gheri – Motion Carried.**