

**Grace Memorial Episcopal Church**

**Vestry Meeting**

**March 14, 2017**

**Minutes**

**Members of the Vestry**

Gale Beagle, Jr. Warden  
Elyssa de la Cruz  
Avril Johnson, Treasurer  
Phillip Koop  
Steve Lovett  
Nora McLaughlin  
Charlene McGee  
Judy Prosper, Sr. Warden  
Peyton Snead  
Rebecca Wong

**Members of the Vestry Absent**

David Goodrich

**Clergy**

The Rev. Martin Elfert

**Others**

Alicia Perkins Lehrle, Clerk

(1-year position vacant as of 3/9/2017)

**1. Formation**

1.1 Opening Prayers

- The meeting was called to order by Judy at 6:10pm. Martin read from “For a New Beginning” and followed with an opening prayer.

**2. Minutes and Agenda**

2.1 Affirmation of Sr. Warden and Jr. Warden

- Judy and Gale left the room while Steve presided in order to allow Judy and Gale’s roles to be affirmed. Becky made a motion to affirm Martin’s selection of Judy as Sr. Warden for 2017-2018 and the vestry’s election of Gale as Jr. Warden fro 2017-2018. Avril seconded the motion. There was no discussion and the motion passed unanimously. Judy and Gale returned, and Judy resumed presiding.

## 2.2 Approval of the Minutes

- Item 3.2 of last month's minutes notes, until last year, all auction monies raised went into the general fund, but this practice has now been changed. There are concerns this statement is not accurate. A report is needed next month regarding the restricted fund and a possible discrepancy as to what is restricted and what is not. Nora suggested the minutes be amended by the deletion of the sentence in item 3.2 beginning "Until last year...". A motion to approve the minutes as amended was made by Gale and seconded by Steve. There was no further discussion, and the motion carried unanimously.

## **3. Items**

### 3.1 Office Staff

- A discussion was held via e-mail prior to the meeting regarding amending the budget to allow enough money, approximately \$3,200, being made available to provide health insurance for the proposed new office staff member. Avril confirmed there are sufficient funds for this budget amendment. Steve moved to amend the budget to allow \$3,200 for health insurance for the office staff, and Gale seconded. There was no further discussion, and the motion carried unanimously.

### 3.2 Jr. Warden may spend up to \$500 without vestry approval

- Allowing the Jr. Warden to spend up to \$500 without first seeking vestry approval was discussed. The budget for the Jr. Warden is \$2,600 (item 7060 in the budget report), and it was proposed no expenditure of up to \$500 would require vestry approval. Steve so moved, and Avril seconded the motion. There was no further discussion, and the motion carried unanimously.

### 3.3 Moment of Grace

- Judy explained her vision for a 5 minute reflection lead by a member of the vestry to keep everyone grounded and mindful of our service to God. Every vestry member was asked to sign up for offering a Moment of Grace for one vestry meeting during the year. Vestry members were also asked to focus on particular ministries, and a sheet was distributed to sign up to sponsor ministries. Sponsoring suggestions included thanking those involved in the ministry during Sunday services; buying donuts for the ministry; or just contacting the ministry to let them know they have a vestry liaison should they need one. Every vestry member was encouraged to sponsor two ministries with which they have no personal or family affiliation.
- Becky reported Grace Institute had both a board meeting and a retreat. She provided an update on projects, which include puppeteer float for the Junior Rose Parade. The current artist-in-residence is Daniel Granias, and he is doing a ceramics project with the Church School. The Spring Art Camp, "The Reluctant Dragon", is filled now, and there is the possibility the dragon will become a puppet.

Following the business meeting, which was adjourned at 6:40, the vestry spent time sharing and becoming better acquainted; no minutes were required for this portion of the meeting. At approximately, 7:30, Martin concluded with a closing prayer.

Respectively submitted,

Alicia Perkins Lehrle, Clerk