

**The Church of the Ascension
Minutes of the Vestry
April 17, 2018 Meeting**

Present: Rev. Stewart Tabb, Susan Meredith, Bill Willey, Michael Murphy, Courtney Wheeler, Tim Westfall, Susan Motley, Suzi Montagna, Donna Killmon, Lana Butler, Patti Glowatsky, Mark Hattler, and Anne Doyle.

I. Welcome: Stewart called the meeting to order at 7:00 p.m. Susan Meredith led the opening devotion.

II. Register: The Vestry approved the minutes of the March meeting as corrected. The Parish Meeting date was amended to be May 6th and the Chili Cook-off is scheduled for April 21st.

III. Staff Reports –

Christian Education Report: Patti Glowatsky reported that planning is going well for the Mission Trip, Vacation Bible School and the Potato Drop. She is working with Ginny Chilton on ideas for incorporating a regular musical offering into the Wiggly Ones class. She asked that the Nursery be texted when it is time to bring the children into the service.

Day School Report: Mark reported that the Day School is starting to work on its five-year plan. He noted that Al (custodial service) has agreed to work two extra days a week for free to help the school.

IV. Buildings and Grounds Report: Bill Willey and Tim Westfall reported on the committee's April meeting and action items as shown on the committee's written report. Bill asked the Vestry to join him in thanking Mr. Butler, who made a gravel path around the playground. Tim reported that the dumpster project work has begun.

V. Food Pantry Report: Lana Butler summarized that the Food Pantry was shut on March 20th after a visit by area compliance officer Cathy Davis. It includes a suspension of USDA's federal program until January 2019, and a three-month suspension from purchasing food from the area food bank. Lana learned from the Foodbank of Southeast Virginia that Ascension's food pantry doesn't have to belong to the federal program, which imposes an additional level of requirements and reporting. Lana noted that Ascension owes Margaret Daly a debt of gratitude for her many, many good efforts over the years. To reopen the pantry, the following conditions must be met:

- The pantry must have its own space and must pass an inspection in advance of reopening. Pantry space upgrades include carpeting removal, old tile removal and disposal, new tile installation, food shelves moved from the center of room to the walls, and access to the pantry should be limited to 2-3 key people.
- Pantry volunteers must attend a training.
- Pantry must purchase food; Lana would like for procurement to be in the annual budget.
- The pantry must have its own space.

The Vestry noted that consideration should be given to where the food pantry might have its own space.

Stewart mentioned that other ministries are also in need of more efficient, practical space. She asked Tim and he agreed to coordinate a special committee to determine the most effective use of space for all of Ascension's constituencies. Susan Motley and Susan Meredith will join Tim to look at how we use our space at Ascension. Stewart further noted that the topic is a broad one, but changes need to be made and money will need to be spent to make the changes. She noted that there are Outreach funds for this purpose as well as Bequest funds. A motion was made authorizing the Buildings and Grounds Committee to spend up to \$2,000 on renovations for the Food Pantry so that it meets the requirements for reopening. The motion passed unanimously. The Day School's closet in the pantry will be temporarily relocated until permanent placement can be found.

VI. Fellowship Report: Lana Butler discussed the summer post-service refreshments. It was agreed to keep the same policy that was established last year, where family requests would be supported.

VII. Pastoral Care Report: Donna Killmon gave the report. She told of Alex Novak's death and passed around his obituary from the newspaper. Stewart thanked Donna for her work and her care.

VIII. Treasurer's Report: Michael Murphy gave the Treasurer's report for March, noting the good news that pledges were above budget and expenses were below budget for the month. He also noted that the Bequest Fund was moved to the Buildings and Grounds funds as the Vestry had requested during its March meeting. He also noted that the Lay Readers' fund provides prayer books for confirmation.

IV. Wardens' Report: Susan Meredith discussed the Christian Education plan that is in the making. She asked for ideas for Christian Education, and desires to figure out a way to reach out to different age groups, possibly with more than one education coordinator. With the possibility that the Christian education position could be divided into two positions, Susan will be working on job descriptions for a youth coordinator as well as an adult coordinator. Stewart noted that we need to meet people where life happens. The interim Christian formation Coordinator would have reduced hours.

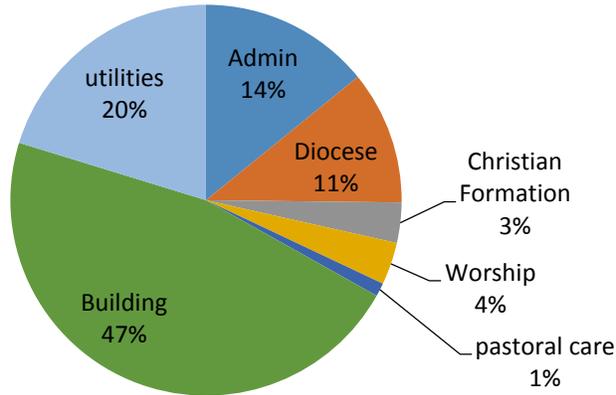
X. Clergy Report: It was discussed that the Parish Retreat would be changed to have a church picnic and service on September 9th. This date would also be the kick-off for Christian Education. The Vestry liked this idea. Stewart also discussed the parochial report for 2017. Upon discussion and making two amendments to the number of people touched through formation and the number of weekday Eucharist services, the Vestry approved the report. For the parish meeting, Stewart desires to begin the meeting at 9:00 a.m. with prayer, followed by a brief address thanking folks, including the Dalys and retiring Vestry, and introducing a new Vestry slate. She will also present the big picture of stewardship, including time, energy/passion, space, money, mentioning the Space Committee and rethinking how we use our space. Finally, she would renew the call to be faithful to the big picture- what God would have us do. She asked that the following Vestry members give committee/outreach presentations: Michael Murphy for the Finance Committee, Lana Butler for the Food Pantry, and Susan Meredith for Christian Education. In other schedule announcements, Stewart noted that Pentecost Sunday would be on May 20th with a service at 10:00 a.m. She noted that June 10th at 11:00 a.m. would be the final service of the Sunday school year. A potluck picnic was discussed, and Stewart asked if Bill Willey and Richard Drumwright would grill hamburgers and hotdogs.

Vestry Candidates: Stewart noted the following slate of new Vestry members would be put forth for election during the upcoming parish meeting: Chuck Beers, Ann McMellin and Sherlyn Horton.

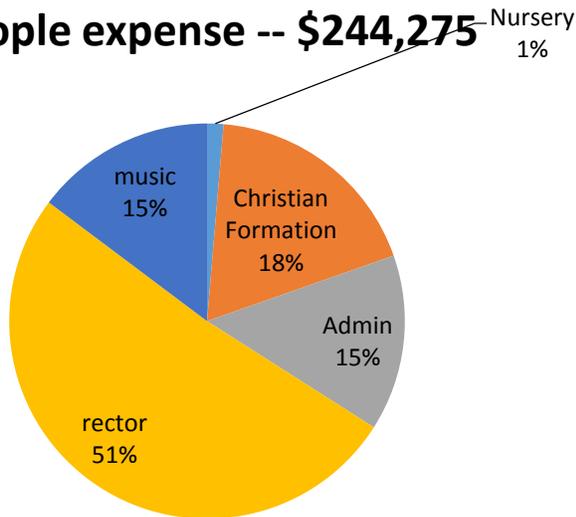
XI. Schedule/Devotions: Susan Meredith led the closing devotion. The next Vestry meeting will be held on Tuesday, May 15, 2018 at 7:00 p.m. Bill Willey will lead the devotions for this meeting.

XII. After the Meeting: In preparation for the congregational meeting to be held on May 6th, Stewart communicated several items via email. For the Finance Committee's presentation to the congregation, she prepared the below charts.

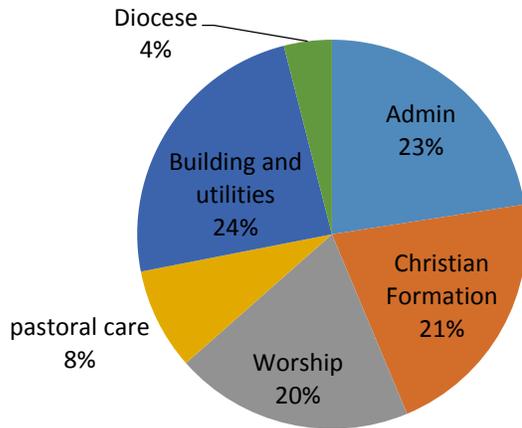
Non-salary Expense -- \$135,785



People expense -- \$244,275



All budgeted expense -- \$376,844



For a parish activity during the meeting, Stewart described the *Post It Note* activity wherein people are given various colored post-it notes to represent time/energy/money. Note labels will roughly conform to budget areas: Worship, Formation, Outreach, Pastoral Care, and Other. People will be invited to pray about what God would have us do and what we can do with God's help and have them repeat the exercise.

Respectfully submitted,

Anne Doyle