**St. Brendan the Navigator**

**Minutes of the Vestry Meeting**

**April 16, 2019**

Present: Lis Ingoldsby, Josephine Jacob, Tom van Buren, and Barbara Kourajian. Miriam Antich and Meg Graham were present by video conferencing. Mickey Jacoba was also in attendance.

Senior Warden Lis Ingoldsby called the meeting to order at 2:03 p.m. Barbara read the daily meditation from Episcopal Relief & Development for the opening prayer.

**Review and Acceptance of the Minutes from the March 20th Meeting**

Tom moved to accept the Minutes of the March 20th meeting; Jo seconded the motion. The minutes were approved.

**Treasurer’s Report**

Pete sent a written report which stated:

*Revenue and expenses for the First Quarter are in line with the budget. Pre-pledge payments are helping cash flow concerns. The budget being developed by the Search Committee for its expenses should be met this year via the segregated Clergy salary budget which is not likely to be needed for at least several months but is nevertheless being funded. Building needs continue to be a concern, but hopefully the budget the Building & Grounds Committee is updating will give us a good basis for assuring proper funding going forward.*

Meg commented that some of the first quarter numbers are higher than budgeted (e.g. heating) due to the fact these numbers are applied over the whole year (divided by 12).

Barbara asked for clarification on the Outreach budget. The figure of $8,577 includes $5,718 for the 2019 budget, $1,906 for Episcopal Relief and Development, and $953 for the Discretionary Fund. There was a question whether the Discretionary Fund should be included in the Outreach budget. Church Canons may clear up this question. Lis will follow-up with Pete.

A proposal from the Finance Committee concerning marketable securities was tabled.

**Ministry Updates**

Worship Ministry: Lis commended the work of the Worship & Music Ministry and its leader, Mickey Jacoba. Mickey read a draft letter the W & M Ministry would like to send to the Bishop proposing a 13-week study of the Book of Amos beginning in June of 2019. The proposal includes a Bible study and three explanation/discussion sessions. The committee is asking permission to read the Book of Amos as the first (Old Testament) lesson during Sunday worship for this 13-week period. (This would be in place of the assigned Revised Common Lectionary reading for the day.)

We had considerable discussion on this. We agreed we would support the Committee’s request to bring this forward to the Bishop.

Building & Grounds: Shelving for the experimental library has been installed and thanks to Mickey Jacoba’s herculean efforts of cataloging, organizing, and shelving the books, we now have a library. Our thanks to Jim Adams for installing the shelving so promptly.

Miriam mentioned three accessibility issues that need to be addressed: 1) paving the back area designated for handicap drop-off to make access easier, 2) the door opener for that entrance needs to be on a post a few feet away from the building, and 3) a sound system is needed for the sanctuary. Lis suggested a wireless microphone connected to our speakers to address the sound issue.

Meg reminded us the most important thing besides the accessibility issues is the question of doing the external work on the church this summer. Jo has an estimate from Skip Eaton to address grading and boulder removal near the apron. Meg asked if Skip could give an estimate for the paved area for wheel chair access in the back.

Outreach Ministry: Tom reported that checks went out and the Committee has received thank-you notes from H.O.M.E. and Hancock County Prison Reform. Outreach will be looking at possible dates to have representatives from these organizations come and speak to our parishioners. June 9th might work for the HCPR.

The Committee will continue their discussion about using part of the Outreach budget for activities and programs in the parish hall. Currently, there is no consensus on making this an integral part of their budget. Barbara raised the idea of a Programming budget as part of Outreach. Vestry again voiced its support for activities/projects that engage us with the community and engage us with each other.

Pastoral Care: Miriam commented that everyone in the church is involved in Pastoral Care. She still feels our members are not comfortable asking for help. She wondered if there was some type of educational component we could put in place to remedy this. Please forward any ideas on this to Miriam or Diane Greenlaw.

**Update on the Library project**

Mickey reported that over 600 books have been cataloged (using the Chicago simplified system), moved from the office, and re-shelved in the study. She offered a number of observations as well as a list of recommendations going forward. The first priority was to transfer entries made on the library app (generously donated by Meg Graham) to the office computer so that the data collected is not lost. Given our current holdings, she recommends not advertising nor promoting this project beyond our local congregation. We will have to decide what the best use of this Religious Studies library will be. A huge thanks was given to Mickey for her tireless efforts. Special thanks was given to Meg Graham for her support of this project.

**Search Committee Update**

Barbara reported briefly on the Parish Meeting on April 14th to gather responses for our OTM Questions. Over 20 parishioners responded via letter or on-line to the questions. The Committee will be working in the weeks ahead to finalize responses for our OTM Portfolio.

**Nominating Committee**

The approved Nominating Guidelines were sent to the Vestry.Pete is terming out of the Vestry and there is a question whether Jo’s term is over. We talked about the composition of the Nominating Committee. We hope to have the committee in place by our next meeting. Lis will follow-up with Pete.

**Other Business**

* Clergy Group meeting: Lis reported that all the churches are in flux; many have fewer attendees in winter. The churches all rely on volunteer office help.
* Diocese of Maine Bicentennial: Lis compiled our submission which included several photos and brief comments about St. Brendan’s.

* Island Clean-Up Day: Members of St. Brendan’s will gather on Saturday, April 27th at 9:15 a.m. to clean-up the roadside between the Island Nursing Home and the causeway.
* Clean-up day at St. Brendan’s: Jo has been asked to set a date for this.
* Summer worship: Barbara mentioned the idea brought up at the April 14th parish meeting of starting our worship at 9 a.m. in the summer. She will run this by the Worship Ministry for their input and ideas on how to poll the congregation.
* Office Assistant: Tom inquired about this position. We agreed it would be good to have someone in this position in the summer. We need to define what the responsibilities are. This item will be on the May agenda.
* Events: Island Heritage Trust has an event scheduled in the hall on April 22. Tom mentioned the addition of one or two cultural events – possibly Paul Sullivan in June and a concert by the Church of the Morning After.

Our next Vestry meeting will be Tuesday, May 21st at 2 p.m.

We closed the meeting by reading the Discernment Prayer together. The meeting adjourned at 4:08 p.m.

Barbara Kourajian,

Clerk