

MINUTES OF THE BISHOPS COMMITTEE (VESTRY) MEETING
FEBRUARY 20TH 2013

VESTRY MEMBERS PRESENT: Bonnie Claren, Janet Clarke, George Cleary, Wayne Griffin,
Elias Jansen, Carmen Mendoza, Aquinda Toppin.

EXCUSED: Olga Chavez; Juan Gomez.

TREASURER: George Adams

RECORDING SEC: (SUB): Arlene Mighty

The meeting was called to order at 6:35pm, with a prayer by Fr. Orlando.
There was a Teaching and Spiritual moment before the start of the meeting.
A discussion of the Vision of Holy Faith ensued.

EXPECTATIONS OF THE VESTRY

The Vestry should lead and the Congregation should be the ones who will ensure that Holy Faith will get to the destination, by working together.

The Vestry should develop a strategic plan for 2013 and beyond.

2. INFORMATION:

a. Approval of Minutes: The Minutes of 1/7/2013 was approved. **W. Griffin, G. Cleary.**

Unanimous agreement.

The Minutes of 1/20/2013 (Annual Meeting) was approved. **W. Griffin, G. Cleary.**

Unanimous agreement.

b. Parish information and activities:

i. Recognition of outgoing Vestry Members: Olga Chavez, Janet Clarke, and Juan Gomez were recognized for their service on the Vestry. Three members of the congregation will be recruited. They will be appointed at the next Vestry meeting to serve for three years on the Vestry.

ii. The 50th Anniversary will be celebrated in 2014. Aquinda Topping will head the Planning Committee. All segments of the congregation will be asked to participate. The Vestry members are responsible to make sure that the event is successful.

iii. Stewardship Campaign: At present, there is no one responsible for the Stewardship Ministry. In the past Marilyn Coffey was head of that committee, but her health has not been the best. A new Stewardship Ministry needs to be formed.

Other groups have shown an interest in resuming their previous activities, such as the Greeters Ministry and the Men's Group. Names and email addresses were requested.

(Written information should be Christ centered.)

Office hours are listed in the Calendar in the Newsletter.

iv. Lent, Holy Week and Easter: Training sessions will be held for different Ministries. Nurses in the congregation will be recruited to visit people in the community who are in need. Not only Episcopalian who are members of our congregation, but all who are in need, who have no one to visit them in the hospital or nursing home. There will be two training sessions.

Training sessions will also be held for Chalice bearers, also greeters and ushers, February 28th at 10:30am.

Fr. Orlando will be away on March 4th and 5th, to meet with the Presiding Bishop and attend a Clergy conference.

On Palm Sunday, a Procession will be held at the 10am and 12noon Services. Starting at the Traffic Light, on the sidewalk and into the Church. This will provide more visibility to the community, to let them know that we are an active church; that God's Spirit is in our church and in our hearts. Members of the congregation who feel that they are unable to process may stay in the church. The procession for the 8 o'clock service will take place in the church.

The Passion will be read. Members of the congregation will be recruited to read each part. There will also be dramatic music during this time

During holy week, there will be a four Parish Service on Wednesday the 27th hosted by Holy Faith. A light meal will be served at 6pm followed by the Service at 7pm. Bishop Said will be the celebrant, and Fr. John Liebler will be the preacher.

Choir members from all four parishes will participate.

On 3/28 Maundy Thursday, washing of the feet will take place at 10am and at 7pm. The 7pm will be a Bilingual Service, with stripping of the Altar at the end of the service.

On Good Friday, March 29th, a three hour Lenten meditation will be held. The focus will be on the seven last words from the cross. At 7pm there will be a service in Spanish.

On Easter Sunday there will be three services. 8am, 10am and 12noon.

v. **OTHERS:** The Fellowship Ministry gave a list of proposed activities.

3. Discussion (Vision and Mission)

a. met, and presented a list of activities which can be discussed and a schedule made up.

Bonnie gave information about the Jazz Band.

Two concerts will be held; Thursday, April 11th, and April 25th. They will be called, "Jazz & Spirit Night" and will be held in the Parish Hall at 7pm. This will be a fund raiser for the parish, and an outreach. The goal is to bring people to Holy Faith and have this as a Ministry for people who like Jazz. This will be continued in October.

Ministry: How do we know that a Ministry is working? Vestry members were supposed to be a go- between the particular Ministry and the Vestry. They were appointed to attend the meeting and then should return to report to the Vestry.

But most Vestry members did not attend the meetings. Vestry members should aid the different ministries through support and prayer.

The Hispanic service has First Communion and Confirmation. Cursillio Ministry.

Vision, Greeters, and Outreach committee needs to be revived.

b. Evangelism: Each member of the Vestry is being asked to make a commitment to assist with this project. Many churches from all over the Nation were able to come together and set a date every year, to organize an event called National Back to Church Sunday, which will be held on September 15th, 2013. The purpose of this is to invite all the members who have left the church or do not come to church, and also new members to come to church where, on that day, there will be one service and a huge celebration. Many people will be needed to help make this a success. A committee made up of Vestry members is needed to organize this event.

There is information available that needs to be ordered. There is a DVD that will explain what needs to be done and other information. This is a way of Outreach. The Vestry is asked to do this because they are responsible for the church, and this is a way to help the church grow. The information we will receive will give a step by step guide in planning for this event. The national organization will be contacted for more invitation.

The seven vestry members who were present agreed to lend their support.

c. The Senior Warden was not able to be present.

d. Discussion of Church Property by George Cleary, Jr. Warden – A duct in the ceiling needs to be replaced. It was damaged previously and as a result the cooling system is not working efficiently. The Treasurer agrees to this repair.

The Snack Machines that are in the Parish Hall are not profitable and will be relocated to Harrison Hall.

W. Griffin, B. Claren; six in favour, one against.

Chewing Gum- Used chewing gum is being left on the floors, carpets, under the benches in the pews.

Parish Hall Rental – The rental forms need to be completed within three weeks, if not then the rental should be cancelled.

The Jr. Warden needs to be informed of times and dates of each rental, beforehand, so that he will be able to adjust the thermostat. A notice should be left in his mailbox in the office.

(forms needs to be revised, and office staff should be informed of the procedure of handling the forms).

Leandus Campbell, Aquinda Toppin and Bruce McLeod are the members of the Hall Rental Crew.

There is a problem with the distribution of the office keys. The Jr. Warden should be the only one who gives out keys.

Storage space is needed for the musical instruments that are kept in the church.

Fr. Orlando thanked G. Cleary for his attention to the Grounds and Buildings.

4. Decisions:

- a. Treasurer's Report – **B. Claren, G. Cleary. All in favour.**

Parochial Report was passed around for viewing.

Revenues were \$9700 Expenses were \$13000

There is no longer a financial Hispanic Support from the Diocese.

Gift-giving was very low for the month.

Thirty-one hundred dollars are needed each week; twelve thousand four hundred dollars monthly, to pay our bills, but we only received Nine thousand seven hundred dollars; twenty seven hundred dollars short. Moving expenses of Two Thousand one hundred and forty-six dollars, for Fr. Addison. This expense will be covered, but was not yet received. This is one of the reasons for the short-fall. Salary not yet received from the Diocese, but there is a shortfall that the Parish has to make up.

Requesting that a savings account be opened to transfer the balance of the Building Fund. **W. Griffin, B. Claren. All in favour.**

Requesting that the furniture fund of \$900 be deleted, this amount was assigned to the value of

Furniture, and not how much money is presently in the account. **W. Griffin, C. Mendoza. All in favour.**

The total amount of pledges for 2013 was larger than 2012, but there still needs to be an increase in the weekly amount of offering.

\$9600 was paid in 2012 towards the Diocesan assessment. The assessment is presently on hold.

Payroll will be paid through ADT payroll services. This will be done twice monthly for all who are Salaried at Holy Faith.

All Benefits, which are offered, will be chosen through the Cafeteria Plan. Employees who work thirty Hours or more are eligible to apply for these benefits through the Diocese. Paperwork has to be sent to the Diocese. **B. Claren, C. Mendoza. All in favour.**

Parochial Report – **B. Claren, G. Cleary. All in favour.**

5. Off the record.

6. Closing Prayer. Closing prayer was said by Fr. Orlando at 9:23pm

Respectfully submitted: Arlene Mighty – Substituting for the Recording Secretary.