

Vestry Meeting Minutes
July 14, 2008
7:00 pm

Members Present: Father Bill Potter; Bart Cousins, Sr. Warden; Cheryl Crisp, Jr. Warden; Sue Franson; Laura Wright; John Hovell; Chuck Winch; John Norcross; Darrell Buckner.

Member's Absent: Cathleen Gerhardt

Other Parishioner's Present: Sharon Cousins, Treasurer; Carola and Guy Walton and Justin Gabbard, summer intern.

Opening Prayer: Father Potter opened the meeting with prayer.

Minutes from the May 12th and June 9th meetings were approved at the July meeting. Cheryl moved to accept the minutes. Darrell seconded. Passed unanimously.

Financial Reports: Sharon Cousins reported on the latest year-to-date budget.

Motion: Be it resolved that the Vestry of St. Luke's Episcopal Church of Hope New Jersey votes to extend the terms of the Capital Loan from the Diocese of Newark from 6 months to 9 months.

Moved by Cheryl. Seconded by Bart. Passed unanimously.

This was done because \$25K is expected from the NJ St. Historic Fund by the modified September 30 deadline for repayment.

Motion: Donate \$10 to the Blairstown Ambulance Corp. Moved by Fr. Bill. Seconded by Cheryl. Passed unanimously.

Mention was made of a financial software package being written by Rutgers students that would improve the Diocese' ability to gather and disseminate financial information.

Discrepancies in the fund raising chart were corrected. Acceptance of the changes was moved by John H and seconded by Sue. Passed unanimously.

With the prospect of high fuel costs for next winter and an offer of a lock-in with our current provider, Sharon will get quotes from a few other companies before we make a commitment.

Tower Restoration: Guy read a letter written to the NJ State Historic Trust naming the Vestry as the responsible party for maintaining the church structures. The motion to accept the letter was made by Bart and seconded by Chuck. Passed unanimously.

It was suggested that the Restoration Committee should be regrouped and that they might take on the responsibility of writing future grant applications.

Motion: John N. should be named as chairman of the Restoration Committee. Moved by Bart. Seconded by Sue. Passed unanimously.

A fourth grant request is being prepared for the tower work that would include the architects, rising damp in the basement and the plaza design. Total project cost estimates ranged from \$179K to \$211K. We can ask for 100% funding but are more likely to get funds if we are seen to be seriously trying to help ourselves also. An amount equal to 25% of the total cost was suggested as the amount that St. Luke's would agree to cover. A video presentation is being made by Guy and Carola's son.

Haven of Hope for Kids:

- ◆ Father Bill, Carola and Justin are preparing the current set of grant proposals that can be gotten out before Fr. Bill's departure. Most of the applications are due to be filed in August. It was mentioned that if funding for the balance of the year was not received (~\$31K) that St. Luke's would end the year ~\$15K in the red.
- ◆ The balance of donations received for HoH this year should be coming to St. Luke's.
- ◆ Fr. Bill spoke of Sisters Eileen McNally and Barbara who might be of great assistance to HoH. Sis. Eileen in the capacity of an executive director and Sis. Barbara as a professional fundraiser who would get a percentage of whatever she raised as compensation.
- ◆ Representatives of the HoH Board met with Barry Kirshner, the Director of the Valerie Fund. Mr. Kirshner will be bringing the HoH proposal up to the VF board 9/2/08. They might be willing to donate a maximum amount of \$40K per year for 3 years. The funding may be contingent upon making the 2nd cottage available in the near future. The 2nd cottage might take \$15K to get it in shape.
- ◆ If we change the rental agreement on the cottages we may have to pay property taxes. Sharon was to check with the Diocese chancellor for clarification.
- ◆ There is still about \$4,200 work to be done on the existing cottage.
- ◆ The Roanridge Trust will not fund a summer intern if funding is not applied for by the church.
- ◆ St. Luke's will not receive any money for the future Pastor's salary if HoH hires an executive director.
- ◆ Bart declared that as Senior Warden of St. Luke's it is his duty to first see to the survival of St. Luke's and that his thoughts and decisions about HoH would have to bear that responsibility in mind.

Farewell Service:

The Sal DiCristina Memorial Plaque has been received. Options for placement of the plaque and a wood border were discussed with the work to be done by John Crisp. The plaque is scheduled to be hung August 10th during Fr. Bill's farewell service. It was suggested that a special invitation should be sent to Phyllis Smith and her family also.

The service will be followed by a pot luck luncheon outside, weather permitting.

Lyra: Guy will try to get flyers by July 28th for distribution. The concert is scheduled for September 20th at 7PM.

The next regularly scheduled Vestry meeting will be held on August 4, 2008, at 7 PM, in the Parish House. A special executive session is to be held at the home of Kathleen Gerhardt on July 20th at 8 AM.

Respectfully submitted,
Laura Wright