

## **1. Adoption of Buildings and Grounds Committee Charter and Appointment of Members**

RESOLVED that the Building and Grounds Committee shall consist of one Vestry Member and five Members of the Parish. The Committee Chair shall be the Junior Warden. The Rector, the Senior Warden, the Parish Treasurer, the Facilities Manager and the immediate past Chair of the committee shall be members ex officio.

The Building and Grounds Committee will ensure that the physical assets of the church are managed to meet the Mission of the church, and that the congregation is kept informed regarding the status of the buildings and grounds. The Building and Grounds Committee is accountable and responsible to the Vestry, and is expected to work cooperatively with the Vestry and other committees of the church on the matters with which it is tasked. Specific responsibilities include:

1. Oversee the maintenance, upkeep, and improvement of the physical assets of the church;
2. Maintain prioritized lists of maintenance, upkeep, and improvement projects, and develop plans for implementation;
3. Regular (at least quarterly) communications to the Vestry and congregation regarding the status of the physical assets of the church and completed and pending activities for maintenance, upkeep and improvement;
4. Oversee all workdays, volunteers, and vendor projects dealing with the maintenance, upkeep, and improvement of the physical assets of the church; and
5. Pray regularly for the Committee and each member and for the goals and work of the committee.

FURTHER RESOLVED that Warren Taylor, Matt Clark, Karen DeSousa, Carlen Penfold and Grace Pierce be and hereby are appointed as members.

## **2. Adoption of Stewardship Committee Charter and Appointment of Members**

RESOLVED that the Stewardship Committee shall consist of one Vestry Member and four Members of the Parish. The Committee Chair shall be elected by the members of the Committee. The Rector, the Senior Warden, the Parish Treasurer and the immediate past Chair of the committee shall be members ex officio. The Chair of the Stewardship Committee shall serve in this capacity for no more than three (3) consecutive years, unless extended by vote of the Vestry.

The Stewardship Committee will ensure that the members and programs of the church are led to meet the Mission of the church by means of the teaching and exemplary doing of stewardship. The Stewardship Committee is accountable and responsible to the Vestry, and is expected to work cooperatively with the Vestry and other committees of the church on the matters with which it is tasked.

Specific responsibilities include:

1. Draft and present to the Vestry, prior to its regular meeting for the month of August, a proposed plan for the annual fundraising campaign;
2. Recommend to the vestry plans for such other fundraising activities as may be appropriate;
3. Publish communications and arrange for events and training on themes of stewardship; and
4. Pray regularly for the Committee and each member and for the goals and work of the committee.

FURTHER RESOLVED that Nicholas Lee, Warren Taylor, and Bill Sweeney be and hereby are appointed as members.

### **3. Adoption of Governance and Nominating Committee Charter and Appointment of Members**

RESOLVED that the Governance and Nominating Committee shall consist of one Vestry Member and five Members of the Parish. The Committee Chair shall be the Parish Clerk and each vestry member whose term of office is expected to end within one year. The Rector, the Senior Warden, and the immediate past committee chair shall be members ex officio.

The Governance and Nominating Committee will ensure that the formalities and technicalities of governance are complied with, according to the Constitution and Canons of the Episcopal Church and the Diocese of Colorado; the Articles of Incorporation and By-Laws of St. Aidan's, and such charters, indentures, contracts, laws and regulations as may be applicable, and shall recommend candidates for nomination to open vestry positions, open delegate positions, open St. Aidan's positions on the Canterbury Board of Stewards, and open positions on various committees of the church.. The Governance and Nominating Committee is accountable and responsible to the Vestry, and is expected to work cooperatively with the Vestry and other committees of the church on the matters with which it is tasked. Specific responsibilities include:

1. To draft and present to the Vestry, prior to its regular meeting for the month of October, a proposed calendar of recurring or required vestry duties for the following year;
2. To review the "Articles of Incorporation" and "By-Laws" each year and present to the Vestry, prior to its regular meeting for the month of October, a proposed slate of changes to such documents;
3. To present to the Vestry, prior to its regular meeting for the month of November, a proposed slate of vestry members for the following year;
4. To present to the Vestry, prior to its regular meeting for the month of December, a proposed date and agenda for the Annual Meeting and the annual Vestry Retreat;
5. To search for and recommend candidates for nomination to open diocesan delegate positions, open St. Aidan's positions on the Canterbury Board of Stewards, and open positions on various committees of the church;
6. To review at least once in every three years the charter of each committee formed by the vestry and each significant contract in force in the church and to make any recommendations to the Vestry as to appropriate compliance or document considerations;
7. Recommend to the Vestry charters for such committees or other bodies as may be appropriate;
8. Review all insurance policies on an annual basis and recommend appropriate coverages to the Vestry; and
9. Pray regularly for the Committee and each member and for the goals and work of the committee.

FURTHER RESOLVED that Bill Sweeney, Bill Kaempfer, Nicholas Lee, and Andy Shaw be and hereby are appointed as members.