

**St. Aidan's Episcopal Church**  
**Vestry Regular Meeting – 15 September 2009**  
**Minutes**

Attendees:

Mary Kate Schroeder+, Rector  
Kay Cook+, Priest Associate  
Don Burt, diaconal candidate  
Karen DeSousa, Senior Warden  
Matt Clark, Junior Warden  
Reynolds Crawford, Treasurer  
Lisa Autry  
Joe Bowers  
Anne Doyle  
Kandace Einbeck  
John Moore  
Diane Perry  
Sue Sassano  
William Sweeney, Parish Clerk

Absent

Carol Rasmussen

The meeting was called to order at 7:00 PM by Mother Mary Kate Schroeder, and a quorum was present.

**FORMATION**

Mother Kay Cook led a scripture study, including discussion in two groups of the questions.

They were continually devoting themselves to the apostles' teaching and to fellowship, to the breaking of bread and prayer. Everyone kept feeling a sense of awe; and many wonders and signs were taking place through the apostles. And all those who had believed were together and had all things in common; and they began selling their property and possessions and were sharing them with all, as anyone might have need. Day by day continuing with one mind in the temple, and breaking bread from house to house, they were taking their meals together with gladness and sincerity of heart, praising God and having favor with all the people. And the Lord was adding to their number day by day those who were being saved. (Acts 2: 42-47)

Please read these questions aloud and discuss (in a lively manner) with your group:

This reading describes the characteristics of the first church as recorded in Acts.

1. What does this passage have to say about “being the church” in the years following Christ’s crucifixion and resurrection? What are the qualities that particularly speak to you in reading about the early gatherings of Christians?
2. What qualities described here continue in our own worship over 2,000 years later? What do we have in common with this early church? What qualities are no longer descriptive of our church, St. Aidan’s, in the 21<sup>st</sup> century?
3. What would St. Aidan’s leadership look like if we were the church described above—or would we want it to so resemble the early church?

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**INFORMATION**

Mother Mary Kate circulated certain Diocesan notices and updated us on staff status.

Matt Clark, Sherri Prieb, and Bill and Debbie Reslock updated us on the 2419 Demolition project. The first filing, with the planning board, is nearly ready. The bid for demolition and site grading is in the neighborhood of \$25,000. A meeting will be held Monday, September 29 to discuss the interim use of the site.

Don Burt proposed the charter of a Mission Support team, a copy of the proposed charter is attached, including as amended in discussion.

The vestry agreed to call the congregation by the next meeting, asking the questions that Don Burt proposed (attached). Call lists were distributed.

The vestry agreed to put on a Canterbury dinner.

**DISCUSSION**

The Church Insurance Group safety audit letter was discussed briefly. It has minor suggestions for improvement.

The Management Letter for the 2008 audit of the parish financials by Bob Leaman was discussed. It is a clean audit.

This year's budget and stewardship process were discussed – we will follow the same process as we used in the two past years.

**DECISION**

Don Burt proposed the charter of a Mission Support team, a copy of the proposed charter is attached, including an amendment made in discussion.

The fourth quarter letter agreement with Canterbury was approved:

RESOLVED that that certain Letter of agreement by and between St. Aidan's Episcopal Church and Canterbury Colorado dated and effective as of 1 October 2009 shall be and hereby is approved for execution and that Mother Mary Kate Schroeder and Karen DeSousa are authorized to execute the Letter.

The Golden Rule Leave Policy was approved in the form presented by Reynolds Crawford. A final document and an edited version of the staff policy document will be approved at the next meeting.

The reformation of the internal loan between the church and the endowment fund was discussed. A payoff by the end of 2012 can be accomplished with a slight increase in the monthly payment and a decrease in the interest rate. The details will be presented for approval at the next meeting.

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The minutes for the meeting of 11 August were adopted in the form presented as draft.

After closing prayers, Mother Mary Kate adjourned the meeting at 9:00 PM.

Respectfully Submitted

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William Sweeney  
Parish Clerk

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Proposed questions for vestry calling campaign.

Don Burt, Sept 15, 2009

Some particular questions:

- How was worshipping together this summer?
- What is going on at St. Aidan's that you're excited about right now?

Some general questions:

This is a set of five questions and a modest script that could be used with each if it seems better to elicit a response. I based them on a list of things I believe we are called to do: worship, pray, teach, build community, and serve.

How could St. Aidan's enable you and your family to worship more effectively? You might think of times, places or styles of worship. You might be led to think of who is and who is not present. There are no bad or insignificant ideas here; all are grist for the mill. If you are satisfied with the opportunities we offer, we would like to know that too.

How could St. Aidan's contribute to you and your families personal prayer life outside of worship? This could include providing instruction on the practice of various spiritual disciplines, creation of small groups for prayer, or groups for other spiritual disciplines. It might include better information about the options we do have. If you are satisfied with the opportunities we offer, we would like to know that too.

How could St. Aidan's better assist with your and your family's with Christian education? You might have focus areas, specific courses, or times to suggest. You might also have suggestions that address other learning styles, such as experiential or visual learning. If you are satisfied with the opportunities we offer, we would like to know that too.

How could St. Aidan's encourage you and your family to greater participation and engagement in our community of faith? Perhaps we could offer smaller, more focused community groups. Perhaps we should try to get the whole body together more often. Or maybe you can suggest a focus for gatherings in which community growth would be a byproduct. If you are satisfied with the opportunities we offer, we would like to know that too.

How could St. Aidan's help you and your family engage in an increased level of service to the church and to the world? Would it help to have better information about what opportunities we have, and just what the expectations are for them? Should we develop additional opportunities with different, identified, characteristics? Should we try to teach more about why and how we can serve? If you are satisfied with the opportunities we offer, we would like to know that too.

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Mission Support Team Charter

September 15, 2009

The Mission Support Team will encourage, nurture, and support the servant ministry of the church. The Mission Support Team is accountable and responsible to the Vestry, and is expected to work cooperatively with the Canterbury Committee, the Pastoral Care Committee, the Lay Eucharistic Visitor Committee, and any other committees of the church that have a share in the work with which it is tasked. Specific responsibilities include:

- Nurture and develop servant leaders for service ministries in the church and the world.
- Lead parishioners into personal and financial support for service ministries through example and teaching .
- Assist in providing appropriate resources for these ministries, both financial and otherwise.
- Regularly communicate to the parish about the results, needs, and opportunities in our service ministries.
- Insure each supported mission opportunity is championed from within the parish.
- Coordinate a common schedule for events related to mission activities, including a seasonal focus
- Allocate and account for outreach funds and any other designated funds.
- Pray for those serving in the mission of St. Aidan's and for all those whom we seek to serve

Members

Ex-Officio

M. Mary Kate Schroeder  
M. Kay Cook

Core Team

Don Burt, facilitator  
Three to five other core members (preferably a Canterbury representative)

Extended Team: All mission activity leaders, e.g.,

Carol Rasmussen (Navajoland)  
Anne Doyle (We Can Live With Less)  
Greta Frohbieter (Haiti class project)  
Canterbury representative (if not core team)  
John Alderson (Joy Care)

Meeting schedule:

Core team: not less than four times per year.  
Core and extended team: quarterly.

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St. Aidan's Episcopal Church  
2425 Colorado Avenue  
Boulder, CO 80302

DELIVERED BY HAND

October 1, 2009

The Board of Stewards  
Canterbury Colorado  
2425 Colorado Avenue  
Boulder, CO 80302

Dear Sisters and Brothers in Christ,

This Letter ("Letter") is made by and between Canterbury Colorado, a Colorado Nonprofit Corporation, ("Canterbury") and St. Aidan's Episcopal Church, a Colorado Nonprofit Corporation, ("St. Aidan's"), each having a principal place of business at their respective addresses first written above, on the date last written below and is effective on and as of October 1, 2009 ("Effective Date").

Whereas St. Aidan's and Canterbury have entered that certain Letter Agreement ("Agreement") dated July 1, 2007); and

Whereas St. Aidan's and Canterbury desire to agree upon the specific Services (as defined in the Agreement) and reimbursements for the fourth quarter of calendar year of 2009; and

Whereas St. Aidan's and Canterbury have reconciled and settled all of their accounts effective and as of September 31, 2009 and have no outstanding unresolved obligations; and

Whereas St. Aidan's and Canterbury have agreed upon ministry goals for the fourth quarter of calendar year of 2009, a copy of which is attached hereto and made a part hereof;

Whereas St. Aidan's and Canterbury have agreed upon a budget for the specific Services and reimbursements for the fourth quarter of calendar year of 2009, a copy of which is attached hereto and made a part hereof;

Now, therefore, the parties hereto agree as follows:

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Contributions to ministry partnership by St. Aidan's	Contributions to ministry partnership by Canterbury
The services of clergy ordained in the Episcopal Church	
The services of peer ministers	
The services of administrative support for the conduct of the ministry of Canterbury	
The use of facilities for Canterbury activities including Canterbury Lounge	
The administration of the rental of the house at 2700 University Heights	
	Canterbury shall pay St. Aidan's the amount of \$ _____ on a monthly basis
	Canterbury shall pay St. Aidan's the amount of separately agreed one-time expenses

**Entire Agreement** This Letter is the entire agreement between the parties and supersedes all previous Letters, proposals, and understandings, whether oral or written, between the parties with respect to its subject matter and no agreement or understanding varying or extending the same shall be binding upon either party unless in a written document signed by both parties.

In witness whereof, the parties have executed this Letter.

**St. Aidan's Episcopal Church**

By: \_\_\_\_\_  
 Rev. Mary Kate Schroeder  
 Rector

\_\_\_\_\_  
 Karen DeSousa  
 Senior Warden

Date: \_\_\_\_\_

\_\_\_\_\_

**Episcopal Ministries to the University of Colorado, Boulder**

By: \_\_\_\_\_  
 Amy G. Paine  
 President, Board of Stewards

\_\_\_\_\_  
 Tucker Nunn  
 Vice President, Board of Stewards

Date: \_\_\_\_\_

\_\_\_\_\_

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Ministry Goals for the fourth quarter of 2009:

Parish:

1. Build up the community of students that participate in services at St. Aidan's at any time.  
This includes:
  - a. Personal outreach to new students (via RCO cards)
  - b. Outreach on campus via flyers and tabling (student volunteers)
2. Raise the awareness of and personal commitment to Canterbury in the St. Aidan's parish.  
This goal will be met by:
  - a. Different people serving dinner
  - b. Successful adopt-a-student relationships built during the fall semester (to be kicked off in August and early September)
  - c. Parishioners leading programs for Canterbury, such as Bible Study and Vocational Discernment
3. Worshipping community
  - a. 5pm worship is a topic of the Liturgy Committee and Canterbury participants are encouraged to join
  - b. 5pm worship is understood as the primary place of welcome for students
4. Discern need for additional administrative support for Canterbury
5. Clergy establish a regular weekly presence on campus
6. Develop a program for the Vocational Discernment Grant received in 2008 to assist all students in vocational discernment

Board of Stewards:

7. Partner Parishes receive a formal request for 2010 budgeted funds from their representative on the board
8. Board Representatives speak to the Partner Parish vestries about Canterbury and ask for ideas about ways to partner together to serve God together on campus and in Boulder and bring those ideas to the Board of Stewards
9. Specific work building the list of Donors to be done by the board
10. Continued work to develop and implement a long term plan for the assets of Canterbury Colorado

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Fourth Quarter 2009 Budget

Clergy expense	3,750
Administrator	2,000
Peer Ministers	2,000
Fica Expense	250
2700 UH Utilities	800
2700 UH repairs	1,600
Program Expense	6,000
Admin Misc Charge	2,400
Total	18,800
Monthly (/3)	6,267