

**“SPECIAL MEETING OF THE VESTRY” MINUTES**  
**Tuesday, July 11, 2017**  
*(Approved July 25, 2017)*

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**Present:** Shelley Zalewski (Sr. Warden), Liz Covey-Dwyer (Jr. Warden), Sherry Bass, Anne Dehne, Mark Eissler, Liz Needleman, Beth Frolick-Rapson (Treasurer), Jim Gettel (Diocesan Canon for Congregational Development)

**Absent:** April Cooke, Linda Griffin

**Call to Order:** Shelley Zalewski called the meeting to order at 7:00pm

**Opening Devotional:** offered by Canon Gettel

Canon Gettel discussed the diocese’s transition manual – Reaching Out for What Lies Ahead

Steps discussed:

Step 1 Saying goodbye to the departing priest

Step 2 Strengthening the community

- Choose between the Interim Priest or Priest –in-Charge Model\*
- Clarify the parish’s identity, interpersonal relationships, leadership, operations
- Budget for the search process

Step 3 Discerning God’s plan

- Mutual Ministry Review (J. Gettel and Vestry)
- Holy Conversations (Congregation and Vestry)
- Commission Profile Team
- Commission Search Team

Step Four Calling a Priest – utilizing the interim model, the process from calling an interim to calling a rector takes no less than 18 months

*\*Motion made by Shelley Zalewski to pursue the Interim Priest Model, seconded by Anne Dehne. Motion approved.*

At 8pm Canon Gettel departed and the **Business Meeting** began

**There was no consent agenda for this meeting**

**Transition items:**

Shelley Zalewski & Liz Covey-Dwyer discussed their roles as managers of SJP during the transition and asked the Vestry for support during this process. There will be three vacancies to fill for the 2018 Vestry.

A simple celebration will be planned for July 30, 2017 after the 10a service to say good bye to Priest Lisa.

Supply priests have been obtained through Labor Day weekend with one Sunday (8/27) left to be filled. The wardens will email ministry leads and reiterate the vestry's appreciation and support for their efforts.

Ongoing information to the congregation will continue to be primarily through Journey Pages.

**Finance:**

Transition-related budgeting – Beth Frolick- Rapson will be in further contact with Jim Gettel to discuss.

The parish audit committee currently has two confirmed volunteers (Chris Good and Mary Zuckerman). Shelley Zalewski will attempt to recruit one additional parishioner.

Beth Frolick-Rapson confirmed that the Finance Commission will handle the Annual Giving Campaign.

**Property:**

Shelley Zalewski reported on her discussion with Jayne Watson regarding the reconfiguration of classroom and music room spaces. The vestry agreed to table any moves for the time being, and will take up at a later date TBD.

Sister Magdalena is scheduled to move out of the rectory at the end of August. The Property Commission has been asked to inspect the property and formulate a recommendation for any additional work needed to return the house into a full-time residence. Liz Covey-Dwyer confirmed that the city of Plymouth has no outstanding issues regarding the conversion.

**Administration:**

The Policy Manual in its current form will be emailed to Vestry for review.

SJP website – Kim Tucker -Gray currently oversees the website. She will be asked to provide training on the current site and Church Post at the 7/25 vestry meeting. Liz Covey-Dwyer will contact the vendor overseeing the new site prototype to gather information.

Next vestry meeting: 7/25/17

The meeting adjourned at 9:35 pm

Respectfully submitted by Anne Dehne