

Minutes of the Meeting of the Vestry  
Church of the Redeemer, Bryn Mawr, PA  
Tuesday, December 12, 2023  
7:00 PM in Rm 125 and via Zoom

Vestry members present: Joe Spadaro, Win Shafer, Paul Adkins, John Black, Catherine Carruthers, Chris Chojnacki, Kevin Leahy, Susan Rushing, Tracy Steele, and Chris Zafiriou

Redeemer Staff present: The Rev. Jo Ann Jones, The Rev. Winnie Smith, The Rev. Peter Vanderveen, and Joshua Castano

Absent: Jennifer Vollmer-Copas and Lisa Raymond

Recorder: Tracy L. Steele

The meeting of the Vestry was called to order at 7:02 pm. Jo Ann Jones gave the opening prayer.

**Approval of Consent Agenda:** The consent agenda consisted of the minutes of the November 2023 vestry meeting and committee reports. John Black made a motion to approve the consent agenda and Win Shafer seconded the motion. The consent agenda was unanimously approved.

**Christmas Village Update:** Caroline Manogue, Elisabeth Cooke and Kate Chojnacki provided an unofficial and preliminary update on the Christmas Village. We discussed details of the event, successes and things requiring tweaks next year. The event was viewed as a tremendous success and the tri-Chairs were applauded for their time and effort.

**New Business:**

Volunteer Recognition Notes. Tabled until January.

Stewardship. Chris Chojnacki provided an update as of December 12, 2023, on giving totals and participation.

Budget. Chris Zafiriou walked the Vestry through a draft budget, the anticipated surplus, the health of the church over the last 10 years, projections for 2024, our Legacy Into Promise loan balance, and budget assumptions. The budget will be presented to the Vestry for approval at its January meeting.

**Old Business:**

Nominating Committee Update. Paul Adkins, Chair of the Committee, made a motion to approve a list of 4 candidates for election to the Vestry, which motion was seconded by Win Shafer and unanimously approved by the Vestry. Candidates will be published according to the Bylaws and set for a formal vote in accordance with the Bylaws at our annual meeting in February. The slate of candidates includes Hope Knight, Danielle Trucksess, Daniel Wesley and Charlie Merwin. The Vestry discussed its Conflict of Interest policy and whether it is applicable to any of the candidates.

Initiatives Groups Updates. Regarding internal initiatives, Win Shafer circulated a sign-up sheet with upcoming dates for Vestry members to stand in the Narthex before/after services and encourage parishioners to go to the Parish House after the service. Regarding external initiatives, John Black mentioned that music is still positive in the community and is watching the status of Christian Formation matters.

Attendance Numbers/Analysis. John Black presented the analysis prepared by Daniel Wesley and noted that a Zoom session with Daniel will be scheduled for interested Vestry members to discuss trends. In short, the capture rate fell off after Covid and Adult Forum numbers decreased despite topics noted as being of interest.

Villanova School of Business/Marketing Team Update. Peter Vanderveen gave an update on the presentation from the Marketing Team. Their focus was how to reach the “younger set,” and they prepared a 34 page document that Peter will circulate to the Vestry and to members of the Community Awareness Task Force. Peter is working to hire a marketing intern for the spring semester from the student members of the Marketing Team.

Rector's Breakfasts. Peter Vanderveen noted that a breakfast occurred on November 28 and that he is having a difficult time getting invitees to respond to his email invitations.

### **Administrative Reports:**

Rector's Report. Peter Vanderveen reported on the positive nature of having Andrew Senn and Joshua Castano on board, visibly increased attendance numbers at services, the positive responses to our stewardship outreach program, and the need to explain in church the difference between giving The Peace and greeting one another at the start of the service.

Rector's Warden Report. Tracy Steele circulated the proposed 2024 Vestry meeting schedule. She also raised a suggestion by a parishioner and Greeter to replace the wood doors to the narthex with glass doors. This suggestion will be discussed more fully by the vestry at its January meeting.

Accounting Warden Report. See Budget item above.

Parish Administrator's Report. Joshua noted that Cannie Shafer will be our "Minister of Welcome" with front of the house duties, which will allow Fran more uninterrupted time for financial processing. Joshua noted HVAC issues within the Parish House that are being worked through. His focus in 2024 will be to look at churchyard maintenance contracts and churchyard bylaws, groundskeeping contracts generally, and building use/ways to drive more revenue.

Winnie Smith gave the closing prayer. The meeting ended at 8:58 pm.

After the meeting, the Vestry and Peter went into Executive Session followed by the Vestry's private Executive Session.