

Minutes Vestry Retreat 08232025
Glenn & Hafner Residence

Attendees: Rev. Stephen Shaver, Rev. Bill Glenn, Sr. Warden Laura McLellan, Jr. Warden Kathleen Kane, Lisa Pollard, Mark Neumann, Robert Aguero, David Jasper, John Torres, Joan Roughgarden, Rebecca Kendall

Absent: Karin Dutra, Matt Bonacorso, Joe Ferrucci

Prepared by: Robert Aguero

Call to Order: 0900

Morning Prayer: 0905 - 0927

Introduction and Check-Ins: 0927 - 0955

Stephen and Bill began with discussion of Bill's new role in church as an ordained priest and his presence at Vestry meetings. Stephen gave an overview of the agenda for vestry retreat. Stephen explained purpose of the Mutual Ministry Review. Vestry members shared thanksgivings and updates.

Review of Norms and Bylaws: 0955 - 1021

The Vestry reviewed and discussed Vestry Norms document and Church Bylaws. There was a brief discussion on Bylaws provision allowing a Youth Vestry Member and involving youth in Vestry. This has not been done before, and there appears to be a typo in the Bylaws regarding the allowed ages of youth members. Stephen recommended bringing this item back for later discussion.

Break

Review and reflect on results of the FaithX Congregation Vitality Assessment (CVA) survey: 1030 - 1045

The Vestry reviewed and discussed the results of the FaithX Congregation Vitality Assessment Survey. Stephen and the Vestry reviewed the interactive tool provided in the assessment to view different demographic statistics related to the population surrounding the Church and in portions of the County. The Vestry reflected on the ways in which the church population is serving the community voluntarily and vocationally.

Capital Campaign Update: 1045 - 1125

The Vestry received an update on the Capital Campaign from Bill Glenn. Bill provided an update on how much has been raised so far from initial pre-public asks. Bill shared a tentative schedule for making the campaign public. The Vestry discussed the Capital Campaign. The Vestry discussed the design component of the project and received an update from Kathleen Kane and

Mark Neumann. TLDC has been selected as architect. RHAA has been selected as landscape designer.

Break

Mutual Ministry Review: 1139 - 1235

Stephen and the Vestry reflected on the previous year since the last mid-year retreat and identified 2024-2025 highlights. The Vestry broke into groups to discuss and share highlights from the year. The Vestry began to discuss ministry and program goals for Incarnation for the next calendar year.

Noon Prayer & Lunch Break

General Business: Consent Agenda: 1320 - 1327

The Vestry unanimously approved:

- Minutes of June 24, 2025 Vestry meeting

The Vestry acknowledged the unanimous email approval during July to authorize the purchase of a new copier.

Stephen requested the Vestry approve the purchase of two new microphone packages for \$2,050.91 with the funds to come from the Memorial Fund.

Motioned: Mark Neumann, Seconded Rebecca Kendall, Vestry approved unanimously

Treasurer's Quarterly Report: 1327 - 1334

The Vestry reviewed the quarterly report and had brief discussions regarding the report and current finances.

Pledge Campaign Update: 1334 - 1353

The Vestry received an update on the status of the pledge campaign material from Rebecca Kendall. The Town Hall is scheduled tentatively for September 28th. Pledge material is still being drafted. The Vestry discussed having the Vestry fully committed in their pledges before the Town Hall, and reaching out to absent Vestry members to get their thoughts. The Vestry discussed potential candidates for pledge testimonials. Rebecca asked everyone to text her a name(s) of possible people to do these on Sunday mornings. The Vestry was asked to consider whether or not the Legacy Dinner should happen annually or biannually. Rebecca asked that a discussion of the Legacy Dinner and Program be put on the agenda for the October Vestry meeting.

Mutual Ministry Review, Continued: 1353 - 1447

Stephen reviewed the pre-lunch discussion on goals for the next year. The Vestry identified additional items to consider for the following year. The Vestry ranked their top three priorities. After ranking, the Vestry discussed. Goals proposed to be outlined as:

- General statement on vitality and purpose
 - Capital campaign
 - Financial sustainability
 - Intergenerational worship, fellowship, fun
 - Leading to children's ministry coordination

Lisa Pollard volunteered to draft the first draft of goals for the next year.

Final Comments / Closing Prayer: 1447 - 1455

Rebecca requested the Vestry have personalized notes for pledge packets completed by next Vestry meeting. David Jasper let the Vestry know about extra copies of the Incarnation 150 Anniversary book and Directory to give to newer folks who may not be aware of them. Bill made comments about expanding the church's involvement and integration with the Children's Ministry and Children's program. Chaplain closed out the meeting in prayer.