

Vestry Meeting
CHAPEL OF ALL SAINTS
Monday, July 26, 2010

Attendance: Beverly Cafer, Janet Cragin, Rebecca Ethier, Jean Glatiotis, Erika Scarpignato, Rick Scarpignato, Frank Ruggiero, Nick Storrs

Guests: Rev. Jim Craig, Lois Filiau, Rev. Janice Ford

Absent: Donna Cameron

1. **Opening Prayer:** the meeting began at 7:00 p.m. with prayers led by Rev. Jim Craig.
2. **Previous Minutes:** The vestry will review the previous meeting's minutes and vote in the next meeting as to any necessary changes or to accept as is.
3. **Treasurer's Report:** The vestry will review the written Treasurer's Report and come with any questions to the next meeting and vote on it.
4. **New member/marketing:**
 - a) **Coaches** – The Bishop recommended Rev. Jim Craig from St. Mark's in Leominster and Rev. Janice Ford from The Church of the Reconciliation in Webster as coaches for our development. Rick invited both to the summer vestry meeting and they are in attendance. As a result, this month's vestry meeting will not be a regular meeting but instead will serve as an update for Jim and Janice as to our Friendship Sunday event and offer them an opportunity to make suggestions.
 - b) **Friendship Sunday, August 29:** Lois Filiau provided an update on the August 29 event.

Lois suggested a planning meeting for the volunteers on August 4 or 5. It was agreed that August 5 is the best date. Lois will contact Jean Storrs to send out an email blast to announce the meeting date.

The printing costs for the flyers have been more than expected, so Lois asked for volunteers to print out 25 copies each of the flyers and then bring to the August 5 meeting. Lois will send the flyer out to the volunteers in soft copy.

The band performing on August 29 will have an opening act, which will start at noon.

Publicity: Lois contacted the Lunenburg Ledger and they will run ads in the weeks before the event. Erika will contact both the Leominster

Champion and the Sentinel re: publicity. The Fitchburg Pride has folded. Jean will contact the Coffeehouse News. Lois will also contact the other churches in the Deanery (Father Jim agreed to alert folks at St. Mark's). Lois is also sending mailings to the leaders of the Girl Scouts, Boy Scouts and Cub Scouts who meet at the Chapel to alert them of the event.

Signage – Erika indicated that she will repaint the 2 sandwich boards. One will be put out on the island on Main Street across from Our Lady of the Lake and the other in the revamped rotary by Emerald Place.

Rick confirmed that he spoke with some officials with the City of Leominster and no permits are needed for the event.

Envelopes are all stamped and addressed. Lois asked what date they should be mailed out. It was agreed that they should be mailed on August 9. Jean Glatiotis will handle sending out flyers to the folks that she has identified from previous years' directories who no longer attend services at the Chapel.

A trifold that is being prepared by Rebecca will be available to be handed out at the event. Lois is preparing sign up sheets to have up at the event with various opportunities:

- Join our parish family (name/address signup)
- Keyboarding lessons offered by Lorna (date TBD)
- Thanksgiving food basket preparation volunteers (Donna Cameron and Paula/Jay Valiton will have more info on how to get involved; Lois will follow up with them)
- Talent show sign up (September 26)
- Chili cookoff (October 17)
- Sunday School signup (beginning 9/12) and field trip signup (9/19)

Rebecca also indicated that she would check with Jim Ethier to see if he was willing to run an acting workshop. If so, a signup for that will be added as well.

Lois's agenda for August 5 meeting:

- Volunteers for a gas grill (Ethiers volunteered) and a pickup truck to lug it (Rick volunteered)
- Food donations: 5lb. boxes of hot dogs, 80 hamburgers (Erika will check with Market Basket for the best rates); chips, cups, plates, napkins, etc.
- Kitchen set up/clean up
- Picking up balloons
- Extra food at coffee hour (Rick and Nancy Scarpignato are hosting on August 29)

Nick indicated that approximately 300 people live at Heritage Gardens and he is looking for volunteers to fold, lick and stamp the mailings.

c) Feedback/Coaching: from Rev. Jim Craig and Rev. Janice Ford

Kudos to Lois for all of her great work and planning! However, we have to think about what we do post- August 29. Father Jim suggested that in addition to the sign-ups that Lois is preparing that a list of the ministries and volunteer opportunities within the church be presented (e.g. Sunday School, Acolytes, Altar Guild, Thursday morning group, Daughters of the King, etc.) Perhaps recordings of Hendy's sermons could be made available on CD for people to take away from Friendship Sunday. Rev. Ford suggested that we add something to the flyer that All Saints' is an Episcopal church. Lois will revise the flyer for these updates.

Rev. Ford also asked us to think about what do we need financially to meet our budget and what do we need to achieve as part of our benchmarks. Also, she encouraged us to think about how to get younger families into our parish. She indicated that a website is crucial as it is a tool that young families use to "shop" for a parish. She made some suggestions for our website to include what new people can expect on their first visit including the dress code and communion policy. Rebecca will update the website as appropriate.

Rev. Ford suggested that when the band takes breaks during the event that we use that "down time" to personally welcome people and invite them to come back for services. She also indicated that all vestry members should wear name tags. Personal invitations are the key. Most people these days do not do anything unless they know "What's in it for me?" so we need to keep that in mind as we try to attract new families.

5. **Miscellaneous** – Hendy will return to services on August 15. Rev. Richard Signore will preside as supply priest on August 1. Erika will hold the prayer service on August 8 as originally planned.

Meeting adjourned at 8:48 pm. Rev. Janice Ford added a closing prayer.

The next meeting will be September 13, 2010.

Respectfully submitted,

Rebecca H. Ethier, Clerk