

St. Mary's Episcopal Church
Newton Lower Falls, Massachusetts

Minutes of Special Vestry Meeting, March 24, 2009

PRESENT: Paul Pyzowski, Mary Green, Beverly Hurney, John Turtle, Lynn Farnell, Mike Stevens, Jon Hayden, Stuart Tucker, Stephan Braun, Isabel Phillips and Rev. Cynthia Hubbard

The Vestry meeting opened with a prayer for the transition by Rev. Hubbard.

**NEW
BUSINESS:**

The meeting started with an introduction by Rev. Hubbard of her background and what her office does. She asked for our thoughts on the situation. She emphasized the positives of trained interim ministers. She said she would try to keep only one interim. The whole process can be as short as 10 months. The usual transition takes an average of 14 months. She says that some of the best time in a parish can be the time of transition.

Rev. Hubbard will give us a search consultant. This person needs to be paid so we will need to account for that amount in the budget. Interim candidates will be evaluated by the wardens, then it will go to the vestry for affirmation. They are paid at the minimum salary level. It is usual to give a monetary gift to rector when they leave. It is called a "purse".

Process:
Appoint an interim.

Hire the consultant.

June 7^h Rev. Hubbard will come & do services then an "appreciative inquiry". This will focus on positive aspects of the congregation so that we can build on positives. They are "One on One" interviews done within the congregation. It will focus on values, wishes, and peaks. She will correlate results and come to meet with the vestry and search committee for a two-day retreat.

Continue to maintain the web site.

Vestry will charge the search committee with the search & its parameters. How is the end handled? Who makes the decision? Check by-laws. Search committee does the work. The Vestry only "meets" candidates. They do not interview them.

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The search committee should be hand picked. People who have the “forest” view. It should consist of 9-12 members. 1 or 2 come from the vestry. The wardens function in an ex-officio role.

Names of candidates come from several sources. They can come from the national registry. Many names will come in from many sources.

It is very important to keep communication alive to the congregation so they know what is happening.

When there are about 5 candidates Rev. Hubbard will do Oxford checks (an enhanced CORI check) after the red flag checks. She suggests you meet when there are about 3 candidates. We can look inside or outside the diocese for candidates.

Paul passed out 2 documents outlining a time frame for the first part of the process and a job description for search committee members. Copies are attached.

We need to remember to treat all candidates alike ie don't travel to visit one and fly another in.

“Interim Priest” is the title for the interim person.

June 7th is the date for the “Appreciative Inquiry” Isabel will send her the information from Coffee & Connections.

**COMMITTEE
REPORTS:**

No committee reports for this special meeting.

Meeting concluded with a prayer.

The next Vestry meeting will be held on Tuesday, April 28, 2009 at 7:30 PM.

Respectfully submitted,

Lynn Farnell, Clerk