



VESTRY RESPONSIBILITIES AND ORGANIZATION

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Serving the Body of Christ

- ❖ The Holy Spirit is active in everyone's life, gives us each unique and incomplete gifts, and unites us in a larger whole (1 Corinthians 12; Ephesians 4)
 - *Every person's gift is important to the Body of Christ*
 - *We are each more significant because we are part of Christ's Body*
- ❖ All baptized persons have a ministry (Baptismal Covenant; TEC Title III, Canon 1)



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Who are the ministers of the Church?

Lay persons

Bishops

Priests


Deacons



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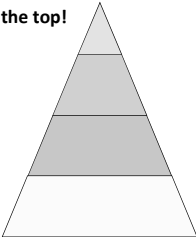
Qualification and Election

- **Baptismal authority:** adults over 16, baptism recorded, received Holy Communion at least three times in the congregation, faithful in worship, and works, prays and gives for the spread of God's Kingdom
- Through election, vestry members receive authority and responsibility to serve the congregation
- A vestry's election of wardens and appointment of a rector further invest some authority in others

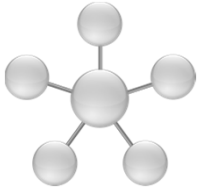



It's a Partnership!!

Rector not at the top!




Rector as networking leader


Serving the Body of Christ

- ❖ Authority throughout TEC is conferred and shared
 - Not over us, coming down
 - But among us and with us, coming together
- ❖ Embrace needs and interests of entire congregation
 - Not delegates representing constituencies



Vestry Responsibilities

1. Support unity and love
2. Discern church’s mission and purposes
3. Ensure effective planning
4. Determine, monitor, and strengthen the church’s programs and services
5. Select, monitor, evaluate, compensate, support and – if necessary – replace ministry leaders, and ensure management succession
6. Provide proper financial oversight




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Vestry Responsibilities - continued

7. Ensure adequate resources for mission and programs
8. Ensure legal and ethical integrity and maintain accountability
9. Enhance the church’s witness and reputation
10. Recruit and orient new board members and assess board performance


Adapted from Ten Basic Responsibilities Of Nonprofit Boards (BoardSource, 2003) and The Report of the NACD Blue Ribbon Commission on Director Professionalism (National Association of Corporate Directors, 2005).



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1. Support unity and love


- ❖ “Love one another as I have loved you” (John 13:34)
- ❖ “By this everyone will know that you are my disciples, if you have love for one another” (John 13:35)



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The harshest criticism of the church is that it doesn't act much like Jesus. The greatest attraction to Jesus for non-church people is the abundance of love Jesus offers.


See, e.g., unChristian: What a New Generation Really Thinks about Christianity... and Why It Matters, by David Kinnaman and Gabe Lyons (Baker Books, 2007).



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Do you love one another?


- Treat one another as we would like to be treated (Matthew 7:12; Luke 6:31; Luke 10:25-28)
- Avoid judging others (Luke 6:36-37; John 8:3-11)
- Reconcile with one another (Matthew 5:25-26)
- Confront one another ("meeting face-to-face") (Mark 7:25-29)
- Confess to one another (James 5:16; 1 John 1:9)
- Forgive one another (Ephesians 4:32; Luke 6:38; John 20:23)
- Encourage one another (Hebrews 10:24; 1 Thessalonians 5:11)



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Do you love one another? - continued

- Worship together (1 Thessalonians 5:16-19)
- Pray for one another (James 5:16; 1 John 5:14-15)
- Welcome others (Romans 15:7).
- Teach one another (Ephesians 4:29; Colossians 3:16)
- Help one another to grow along our spiritual paths (Matthew 28:19-20; John 20)
- Encourage one another to use our spiritual gifts (Ephesians 4; 1 Peter 4:10-11)



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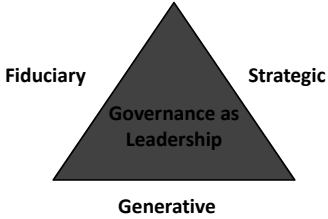
2. Discern church's mission

- ❖ What is mission?
- ❖ Who are we here to serve? Who is our mission field?
- ❖ Who are our missionaries? What missionary teams do we have or can we develop?



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The Governance Triangle



Fiduciary Strategic

Governance as Leadership


Generative



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Fiduciary Mode

- Ensure legal, regulatory, & policy compliance
- Ensure fiscal accountability & financial controls
- Stewardship of resources (\$, people, facilities)
- Evaluation of Rector/Vicar



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Fiduciary Mode – continued

- Evaluation of Vestry/Bishop’s Committee (individual and collective)
- Oversee operations
- Monitor results
- Most “understood” or familiar mode...tend to want to spend all our time here



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Financial Paradox

- You can’t solve a money problem by focusing on a money problem (limits to increasing revenues, cutting expenses)
- You can’t grow by focusing on a money problem
- Money comes from growth in numbers and stewardship (Mission – evangelism and discipleship)
- Ensuring fiscal awareness, accountability and controls supports but doesn’t drive mission



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Strategic Mode


- Scan internal & external environments. How does this information:
 - Challenge your current assumptions?
 - Inform your leadership?
- Review, modify, and assist vision and strategic plan



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Strategic Mode – continued

- Assess strategy performance via needs assessment, benchmarks, critical success factors
- Recruit new leadership
 - Lay ministry for programs, organization
 - Elected leadership
 - Wardens
 - Clerk, Treasurer, Chancellor (*non-V/BC*)

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Generative Mode

- See current challenges in new light
- Frame “better” problems and opportunities
 - ✓ Ask key questions
 - ✓ “What if” exploration
 - ✓ We’ve always/never done it that way
- Acknowledge organization is rarely logical or linear (e.g. Family System)

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Generative Mode – continued

- Discover strategies, priorities, and “realities”
- Suspend rules of logic to tap intuition and intellectual *playfulness*
- Encourage robust discourse – not quick consensus

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The Governance Triangle

Do your meetings incorporate all three modes?

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Making time for mission and community

- How much time does your vestry spend to be the spiritual center of the congregation's leadership?
- How often does your vestry explore ways to carry out its mission and strengthen community?
- How do you make time for these generative and strategic activities?

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Vestry Organization

Many Vestries or Bishops Committees operate as a committee of the whole


- Less efficient
- Less control of agenda
- Easier to sabotage
- Business only
- Produces little "buy in"

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Vestry Organization


Ministry team based meetings are

- o More efficient
- o Provide extra time for mission focus
- o Create shared leadership and more teamwork

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Ministry Team Formation

- Vestry appoints teams and chairs (check bylaws)
- Chairs report to Vestry or Wardens
- Teams have regular meetings
- Task forces meet for specific purposes
- Ministry teams have responsibility for budgets in their areas

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On-going Process

- Rector & Wardens meet weekly
- Wardens survey Ministry Team chairs for Vestry agenda input
- Rector & Wardens construct agenda
- New items come through Rector or Wardens

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Roles of Wardens

- Notify Bishop and provide for worship and other services in absence or incapacity of Rector
- Most visible and heightened duties as the ones in charge during clergy transitions
- Other responsibilities in Diocesan Canon 4.2.2.1

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Vestry Meeting


- Gather for worship or prayer and Bible study
- Forward focused mission discussion
- Chairs/liaisons report their items to Vestry
 - Prefer written reports and action items
 - Place financial report after mission discussion
 - Consider quarterly financial reports
- Other clergy, Ministry Team leaders, parish administrator or other staff may report if invited

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Focus Forward


“The Board (Vestry/Bishop’s Committee) is responsible for paving the future for the organization and it can only do so if it focuses on issues that are either *waiting to happen* or *that it wants to happen*.”

- Meet Smarter, BoardSource

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Mission Focus

- Formation
- Evangelism
- Stewardship
- Outreach
- Transformation stories
- Issues of the day
- Anything pertinent to mission

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Consent Agenda

- Current Best Practice
- Standard, regular, and routine items
 - Minutes of previous meeting
 - Rector’s Report
 - Committee Reports (not minutes)
 - Check signing authority
 - Delegation of Budget line items
 - Previously settled matters appearing in final form for formal adoption

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Consent Agenda – *continued*

- All documents in advance packet
- Questions raised prior to meeting with appropriate individual(s)
- Minutes corrections to Secretary and revised minutes circulated

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Consent Agenda – *continued*

- Any member can “pull” item from Consent Agenda (prior to meeting) for further discussion
 - Pulled item is struck from Consent Agenda
 - Balance of Consent Agenda intact
- Eliminates inactive participation
- Moved as a package: no discussion



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Yearly Vestry Retreat

- Minimum of business
- Focus on Mutual Ministry Review/Vision
- Yearly and long term goals
- Build community and trust
- Off-campus and overnight



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Results & Advantages


- Efficiency (time and thoroughness)
- Team approach – people feel more a part
- Better morale
- Rector relieved of administrative detail
- Leadership appraisal for future Wardens and Ministry Team Chairs



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Spiritual Resources


- **The Bible** – Helping to lead a congregation comes from the heart, mind and spirit, so read the bible to stay centered in your faith.
- **The Book of Common Prayer** - It's time to have your own BCP; be linked to Episcopalians and Anglicans who have gone before you; pray!
- **Daily Prayer for All Seasons** by the Standing Commission on Liturgy and Music (2014)



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Vestry Resources


- **The Vestry Resource Guide** published by Episcopal Church Foundation; available from Forward Movement Publications (\$12)
- **Vestry Papers:** <http://www.ecfvp.org/>
- **Diocesan Canons** (Article IV, pages 32-38): <http://www.edomi.org/edomi/wp-content/uploads/2013/11/6-Canons-of-the-Diocese-179th-Conv-Final.pdf>



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Mission Resources

- Randolph C. Ferebee , **Cultivating the Missional Church: New Soil for Growing Vestries and Leaders** (Morehouse, 2012)
- **Report to the Church 2015** (<http://www.joomag.com/en/newsstand/report-to-the-church/0157970001414508174?ref=ib>)



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Demographic Resources

- **MissionInsite:**
<http://www.episcopalchurch.org/page/studying-your-congregation-and-community>
- **Mapping America: Every City, Every Block:**
<http://projects.nytimes.com/census/2010/explorer?ref=us>



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