

## **Vestry Communications Information (2023)**

Web:

The Vestry has a web page. This site allows us to post information for Vestry members. In order to access this page, go to:

<http://www.stpaulschurchflint.com/vestryinfo>

Vestry List-serve    [vestry@stpaulschurchflint.com](mailto:vestry@stpaulschurchflint.com)

A "list-serve" is a way to email a group of people using one email address. It works a bit like an online meeting.

To send a message to ALL vestry members at the same time, please use the e-mail address above. Remember, when you receive a message from this address you need to use the **reply-all** function so that your message will be sent to all vestry members, otherwise your reply will only be sent to the individual who originated the message.

*No message originating on the list should be forwarded or quoted (or in any other way distributed) without the permission of the original sender.*

The Vestry list is open ONLY to vestry members.

Every vestry member has their own stpaulschurchflint.com address. It will be your first name (or commonly used nickname) @stpaulschurchflint.com

We would like to publish this e-mail address and phone numbers in some documents (but not on the website). We would appreciate your permission to do that.

We are fortunate to have a secondary email address:  
**stpaulsflint.org**

This address can be used for any email address that uses the stpaulschurchflint.com address. If you use the stpaulsflint.org address to reach our website, it will work, but the page will jump to stpaulschurchflint.com.

To be clear, your stpauls address is a “forwarding” address. Email sent to your stpauls address will instantly be sent to your primary address. *Email sent to your stpauls address will not be intercepted and cannot be read by anyone. You need not “do” anything for this to work.*

If you respond to a message sent to your stpauls address, *your primary email address will be shown.*

We have an internal server located in the IT room called “paul.” It is a Linux machine using the Clear Operating System. It runs on an old server from CEC. The server runs an internal website, and Owncloud which is backup software. The machine could also operate rudimentary web sites, a building router, filtering software and other possibilities if it were programmed to do so.

Sadly, with Fr. Don’s departure, there will not be anyone who understands Paul. Such a person would be a blessing to the parish.

Internal web site: <http://paul.stpaulsflint.org>

Parish Website: <http://www.stpaulschurchflint.com> or  
<http://www.stpaulsflint.org>

The Executive Committee (composed of the Wardens, Treasurer and Clerk) meets two-weeks prior to each Vestry meeting and at the call of the Rector (Priest-in-Charge).

## **Staff E-Mail and Phone Numbers:**

The Reverend Donald F. Davidson, Priest-in-Charge  
11703 Shell Bark Lane  
Grand Blanc, MI 48439  
Cell: 810-445-9430 Church cell: 810-836-8727  
Office: Extension 216, 810-234-8637

, Administrative Assistant  
[office@stpaulschurchflint.com](mailto:office@stpaulschurchflint.com)

Holly Richardson, Director of Music  
[directorofmusic@stpaulschurchflint.com](mailto:directorofmusic@stpaulschurchflint.com)

George Gibson, Director of Finance  
[directoroffinance@stpaulschurchflint.com](mailto:directoroffinance@stpaulschurchflint.com)

Ed Arter, Parish Organist  
[organist@stpaulschurchflint.com](mailto:organist@stpaulschurchflint.com)

Terrance Whitehead, Sexton

Edythe Peake, Web Editor  
[webeditor@stpaulschurchflint.com](mailto:webeditor@stpaulschurchflint.com)

## **As We Begin a New Year**

Vestry members should check their email at least twice every day. I would suggest making a folder and rule that would place your church mail in that specific folder.

Read the documents from the vestry website so that you are prepared for each meeting. Unprepared Vestry members make meetings longer. If you have a question, send your question to [vestry@stpaulschurchflint.com](mailto:vestry@stpaulschurchflint.com).

## **Read the Epistle.**

**Attend Sunday services.** Of course it may not be possible for you to attend every week – I get that – yet, vestry members need to be seen.

**Attend Vestry Meetings.** When a Vestry Member misses three Vestry meetings in a row, the Vestry may declare the seat vacant and elect someone to fill the position.

If we have parish-wide social events, **please go!** Honestly, social events can be the best way to meet and know someone you have yet to meet.

**READ VESTRY INFORMATION** One of the most frustrating parts of my 18 months here has been getting reports in on time (or at all) and then getting Vestry members to read the reports. How can we have an informed discussion at a Vestry meeting if I have to go over the information available to the Vestry days before the meeting. We can do better!

Through my years, there have been Vestry members that have boasted to other vestry members and non-members that they have no intention of reading vestry material because it is not necessary.

**Each Vestry member will be assigned** to a committee or ministry (as we are a much smaller Vestry, members may need to be assigned to more than one group). The Vestry member should not (with two exceptions) be the chair of the group, but the representative of the Vestry to that group. The Senior Warden should be invited to all Committee and Ministry meetings, and may attend when they are available. The Senior Warden is not a member of any group other than the Executive Committee.

## **Assignments**

*Committees are under the supervision of the Vestry.  
Ministry groups are under the supervision of the Rector and Vestry.*

Senior Warden EC  
Junior Warden EC BG\*  
Treasurer EC FIN\*  
Clerk EC

## **Vestry Committees**

Executive Committee (EC)  
Stewardship Committee (STEW)  
Buildings and Grounds (BG)  
+Technology (TECH)  
Finance Committee (FIN)

## **Ministry Groups**

Outreach Ministry (OM)  
Diversity Ministry (DM)  
Pastoral Care Ministry (PCM)  
+Order of St. Luke (OSL)  
Education Ministry (EM)  
Music Worship and Liturgy Ministry (MWLM)

## **Extra Ordinary Parish Ministries**

Barth Trust Grant Group  
Music in the Heart of the City  
Art Walk  
Kilmer Scholarship Fund Board  
Partners for Sacred Places

The Music Program of St. Paul's falls under the supervision and authority of the Rector. The Director of Music is the Rector's deputy for all matters pertaining to music within the walls and services of St. Paul's.

**Your time is important!** Please be careful and not allow any ministry to be “your” ministry. Ministry belongs to Jesus. The ministry in which we engage is part of the overall ministry of our parish, of our diocese, of our national and worldwide communion. We own these ministries as we own our participation in our parish communities. In order to do that, we must keep our relationships clear and our spiritual and physical batteries charged.

**Vestry meetings should not be stressful,** but sometimes they are. If you hear yourself getting louder, if you start not to care about the feelings of another or you start thinking in terms of winners and losers, you may have lost the gospel imperative of love, at least for a moment. Use Robert’s Rules with great discretion, but a pause for prayer is always an effective way for a “time-out.” A Vestry meeting is neither the time nor the place, if indeed there is such a place, to be mean toward another human being.

**ZOOM** meetings are indeed possible from time-to-time. Be ready for a special ZOOM meeting on a moment’s notice. A “newish” cell phone with a Wi-Fi connection is all you need. You can also call in from any telephone. Laptop computers are almost always ready, desktops computers will need external cameras and microphones. Hybrid meetings (some folks present and some on ZOOM) are unworkable as it divides the Vestry between those who are fully present and those who are not. Every attempt will be made not to use ZOOM.

**Finally, when speaking to members of the staff,** please remember you are not their supervisor, nor can the vestry terminate their employment. Please speak to them with ample respect and if there is a problem, speak to the Rector. A vestry member should never be disrespectful or intimidating to any member of the staff.

### **Notes about Direct Communication**

No member of the Vestry should ever bring anything anonymous to a meeting of the Vestry. An issue brought to the Vestry should include the name of the individual who has the concern.

If an individual will not allow their name to be attached to an issue, the issue is not brought to the vestry.

Any person may attend a vestry meeting and with permission of the presiding officer, speak to the vestry. The person speaking should be given respectful attention, without debate or argument.

Direct Communication First  
Triangles should never take place.  
Secrets always make you sick.

The only way to break a "system" is through direct engagement.

Gossip is evil!

Gossip is talking about someone without that person being present. Engaging in gossip is being disrespectful toward all those involved. If it is not about love, it is not about God.

If someone wants to attempt to engage you in gossip, please respond that you will be happy to get the individual being discussed so that they can be included in the conversation, and then reach for your phone.

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