

Vestry Information Packet 2016

Vestry Responsibilities

The members of the Vestry are legal agents in the congregation who, with the clergy, and guided by the Holy Spirit, co-create a vision responding to God's call and a plan of action for the congregation. The role of the Vestry is defined by the canons of the Episcopal Church and the RI Diocese as well as the St. Peter's by-the-Sea by-laws . The work of the Vestry involves two facets, leadership and management.

Leadership includes tasks such as

- discerning a vision for the future
- articulating and communicating a vision
- generating enthusiasm and "buy-in" from the congregation
- setting a tone for leadership that encourages other leaders in the congregation to grow and flourish

Management includes tasks such as

- budgeting and allocating resources
- establishing and enforcing policies and procedures
- establishing action plans
- maintaining the buildings and grounds

EXPECTATIONS FOR VESTRY MEMBERS

Commitment of three years

Vestry members are elected to a three year term unless filling a vacancy.

Regular attendance on Sunday morning for worship and education

Worship of God is the backbone of the Christian life, and learning more about the faith nurtures our discipleship.

Involvement in the ministry life of the church

Vestry members take an active role in the life one of our ministries.

Regular attendance at meetings

Meetings are on the fourth Wednesday of each month and are more than occasions to conduct the business of the church. We also pray, study Scripture, discuss issues of faith and life.

Willingness to disagree with others graciously

We do not always agree about everything, but when we disagree, we must do so as fellow members in Christ. The fruits of the Spirit (Gal 5:22-23) guide our discourse: love, forbearance and kindness foremost among them.

Faithful giving in proportion to one's income

God asks that we offer back a significant portion of our life and labor to demonstrate our gratitude for his care and provision in our lives. Vestry members should be role models to fellow parishioners by their generous and thankful giving, and accept the tithe (10%) as the goal.

Presence at a Vestry Retreat in the spring

In order to build trust and fellowship, the Vestry "retreats" together every year. This retreat is extremely important, as it is an extended time for conversation and fellowship as well as planning the direction of St. Peter's for the future.

For those considering participation on the Vestry:

When we consider big decisions, we usually talk them over with close friends and/or family. It is always appropriate to talk to God in the same way, and ask for the guidance and support of the Holy Spirit, especially with regards to a calling like Vestry. You may find that you are confirmed in your thinking, or challenged to see things in a new way.

St. Peter's by-the-Sea Vestry Covenant

- ❖ We strive for positive and respectful communications and recognize that both the practice of open dialogue and the ability to hear one another are equally important.
- ❖ We agree that every member of the congregation has a voice and we are responsible for considering all voices in our decision-making process.
- ❖ We commit to each other and to the congregation full accountability for our actions and for transparency in our communications.
- ❖ We pledge to give generously of our time, talents and resources to the glory of God and to the work of St. Peter's.
- ❖ We will address conflict, which is inevitable, as it arises in a prayerful, compassionate and forthright manner.

- ❖ We understand that not all decisions are unanimous, however, once a decision is reached by the majority required, we agree to support that decision.
- ❖ We commit to remain aware of our limitations and, through prayer, seek help in accepting these limitations in ourselves and in each other.
- ❖ It is every Vestry member's responsibility to create an environment of mutual trust, respect, counsel, support and openness.
- ❖ Honoring that the spiritual well-being of every vestry member matters, we commit to attending an annual retreat that is led by a third party who is not associated with St. Peter's.
- ❖ We commit to openness and transparency; therefore, members of the congregation may attend as observers at all meetings, and meeting minutes are to be posted, in a timely manner, on St. Peter's website and in the Church hallway.
- ❖ The vestry and Rector commit to work together to assure the long-term vitality and viability of St. Peter's, maintaining an appreciation for our Church's rich history and for the current needs of its congregants.
- ❖ We will review our covenant annually, through individual self-reviews and a shared, group review.

Nominating Committee 2016

BJ Carangia – Vestry Member

Beth DiPanni – Outgoing Warden

Melissa Doak – Vestry Member

Gerry Reynolds – Parishioner and former Vestry member (10:15)

Jamie Wilson – Parishioner and former Vestry member (8 am)

Nicole Zelenak – Vestry Member

Vestry Selection Process

1. The Nominating Committee consisting of six people will be commissioned by the Vestry no later than August 31st.
2. During the month of September, detailed information about the process and necessary forms will be available in hard copy and on the web site.

3. The rector will also make announcements about the Information Packet at both services during the month of September.
4. A poster with nomination information and hard copies of the nomination packet will be placed in the Parish Hall. Nomination forms will be available in the Parish Hall on the first Sunday in October.
5. On the first Sunday in October, nominations will be accepted for open seats on the Vestry. The nomination period will end on the last Sunday of October.
6. During the month of October, additional announcements will be placed in the service bulletin or made publicly by the Nominating Committee and/or Rector (or his/her designee) at both worship services.
7. Parishioners may self-nominate or offer names of others, however, only with that person's permission.
8. Nominees must meet the minimum requirements shown below.
9. Names can only be submitted by filling out a nomination form.
10. Nomination forms can be returned by placing them in the "Nomination Box" located in the Parish Hall or mailing it via USPS to the attention of the Nominating Committee.
11. No additional names will be accepted for nomination after the last Sunday in October.
12. In the event that no or too few nominations are received, the Nominating Committee will actively recruit additional candidates using the established criteria.
13. Within seven days after the closing of the nomination period, all nominees will be contacted by a member of the Nominating Committee.
14. On the second and third Sundays in November, the Nominating Committee will host information/Q&A sessions for all nominees at 9:15 am in the Conference Room.
15. Starting immediately after the information sessions, two members of the Nominating Committee will contact each candidate to schedule a time for a brief interview.

16. When the interviews are completed, the Nomination Committee will conduct a discernment meeting to consider each of the candidates.
17. The Nominating Committee will present who they have selected to the Priest, Wardens and Vestry for approval at a special meeting (TBD) before Christmas.
18. The Nominating Committee will notify those who have been selected.
19. The Nomination Committee will send a letter of appreciation to those not called.
20. The Nominating Committee will offer one slate of names for acceptance at the 2017 Annual Meeting.

Criteria for Potential Vestry Members

I. Minimum Requirements

- At least 18 years old
- Confirmed or Received in the Episcopal Church
- Records of Baptism, Confirmation or Reception by the Bishop on file **three months before the next annual meeting**
- Makes a financial commitment/pledge
- Worships regularly
- Not a family member of the clergy or staff
- Not a family member of a Nominating Committee member

II. Desired Attributes

- A member of St. Peter's for at least three years, knowledge of management, worship, and history of St. Peter's
- Skills – financial management, communication, administration, leadership
- Participation in one or more ministries at St. Peter's (Ex. Music, Worship, B&G, Adult Ed, Youth Formation, Community Life, Garden Committee, Community Market, etc.)
- Past/on-going participation in some ministry beyond St. Peter's (Ex. Diocese, Food Bank, Habitat for Humanity, Johnny Cake, Hospital, Soup Kitchen, etc.)

III. The Vestry should reflect the demographic composition of the congregation. Therefore, the committee will seek to ensure diversity of membership across the following:

- Age
- Gender
- Ethnicity
- Stage in life cycle (Ex. to ensure representation of parents of young children who are often missing in Vestry composition)

Mission & Goals of St. Peter's

Everything we do at St. Peter's is driven by our Vision and Mission.

OUR VISION

To become a community of apostles where each person is growing deeper in relationship with God, neighbors, self and the world.

OUR MISSION

St. Peter's by-the-Sea is an inviting, nurturing, serving community of Christian faith.

We live this by:

- welcoming all people into the abundance of God's love;
- offering opportunities of Christian worship and formation that transform us into apostles of Christ;
- being a loving community where all are sent into the world to share the Good News in word and deed.