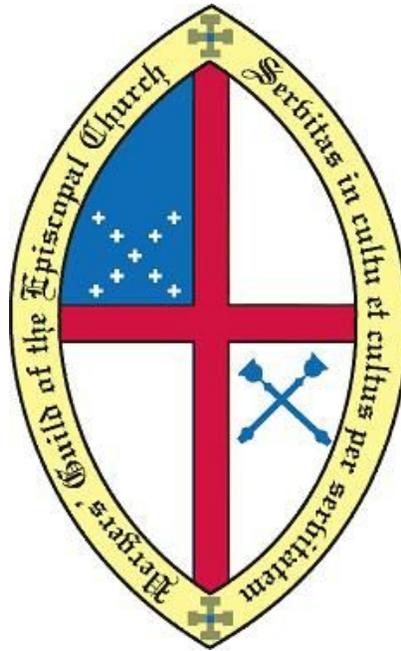


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**The Vergers Guild of the Episcopal Church  
On Site Board Meeting  
Friday, April 17 to Saturday, April, 18, 2015  
Location: Union Station Hotel, St. Louis, Missouri  
Primary Meeting Room: The Red Caps Room**

Attendance: Margaret McLarty, Scott Smith, Bill White, Duke DuTeil, Cheryl Cantrall, Terry Hughes, Barry Norris, Richard Parker

Teleconference: Michael Sanchez, Richard Lammlin, Ken Holloway

**8:00AM Gather for Morning Prayer**

**8:30AM Board Meeting**

**Call to Order** - The meeting was called to order at 9:05am by Scott Smith.

**Review/Update/Amend 2015 Goals**

Scott

1. General Convention: Many vergers helping

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2. Membership: Total automation with human outreach: clean the roles, attract vergers
3. Annual Conference Planning: Guidebook, Strategy, and Proactive
4. Successful conference in 2015 in St. Louis

## Goals for this Meeting

All

## Approval of prior meeting Minutes

Cheryl

- Minutes approved as presented

## Chaplain's Report

Matthew

- Matthew's upcoming pilgrimage is completely booked. He is not able to be with us at this St. Louis board meeting but will be present at the Annual Conference in October.

## Financial Report

Duke

- Balance Sheet is attached
- A question was asked who is in MailChimp? Only active VGEC members are in at this time. No parishes are entered. To Communication Committee - check to see how much more expensive it would be to add parish information and to add all parishes and dioceses.
- Financial report was accepted as presented.

## Annual Conference

Terry

- Discussion about the next 5 years of VGEC conferences
  1. Reviewed with Terry what has been accomplished to date with Shug.
  2. 5-year plan. Where do we want to go? Should we get proposals and/or should the board recruit and choose? New Orleans, Indianapolis, Denver, NYC, and Atlanta have been discussed. Spokane was set for 2016 last year. Scott working with Atlanta for 2017.
- Stop reinventing the wheel
  1. Encourage early registrations: will give one \$100 gift certificate to the guild shop to be used during the conference. For those who register before June 1 will be entered in the drawing. The drawing will be held at the annual conference.

## 10:30 AM 2015 Conference

Terry/Shug

- Presentation of conference plans, sessions, budget, agenda, etc.

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1. Reviewed conference agenda and tightened it up.
2. Discussion about budget, hotel contracts, needs, concerns, etc.
  - Q&A

## Adjourn for Lunch

### 2015 Conference - continued

Terry

- Postcard mailer, how to get people to register for 2015
1. Instead of mailing postcards to Canada, we will ask Michael to do an e-mail blast to them.
- Continued conference discussions

### Communication and Technology

Michael

- Materials for General Convention and 2015 Conference
1. Would like to have a sign-up sheet for the Conference of people who would like to serve in whatever capacity.
- How to get people to register for conference
  - Welcome - member communication and value
1. We used to have an email that goes to each person upon joining/renewal from the Chaplain, President, Guild Shop, and Training Course Registrar. Need to create a new way to welcome/inform new/renewing vergers.
- Skills database - in process.
1. Database is created, just about ready. Be specific about the needs we have when we try to gather this information. MMS has a list of 35 different skills already created. On each person's page there is a tab for Experience and Skills but it is under construction.
- Challenges with Technology

### Nominations

Cheryl

1. The current Members on the committee are Kent Wingerson and Bill White. Bill White also asked these persons to serve on the committee: Margaret Gordon, Cathy Kennedy, Vicki Mackey, Dorothy Marshall and Kate Pendzuk. After the first called meeting they will elect a chairman and follow the bylaws.

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2. The five members who were appointed to the nomination committee were: Kent Wingerson, Bill White, Vickie Mackey, Cathy Kennedy, and Margaret Gordon.
3. At the first meeting Bill White will ask that a Chair shall be elected by the nominating committee. The Nominating Committee shall meet six months prior to the annual meeting of the Guild and shall recommend a slate of candidates. The slate shall be submitted to the membership thirty days in advance of the annual meeting. At any annual meeting, a nomination for the Board from the floor may be made by submitting the candidate's name to the chair of the nominations committee no later than thirty minutes before the start of the meeting.

## **Training**

Bill/Duke

1. Currently 11 have completed this year. 5 are old course, 6 are new course. More are expected. The current process is working. Discussion ensured about working with Sewanee to see if the academics of the course could be improved.

**3:00 PM Open Discussion**

**3:30 PM Adjourn Meeting, Walk to Cathedral**

**4:00 PM Tour Christ Church Cathedral, etc.**

**6:00 PM Dinner**

**Saturday, April 18, 2015**

**8:00AM Gather for Morning Prayer**

**8:30AM Board Meeting, Continued**

## **Call to Order**

## **General Convention**

Margaret

1. The vergers guild have been asked to supply 4 vergers for Sunday Liturgy. Will work with Scott to select who the vergers will be for this. Utah vergers from Salt

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Lake City have volunteered to help in whatever capacity. Salt Lake City vergers have offered to hold something for all vergers at their church.

2. The exhibit hall chart was reviewed. We have great placement right down the middle aisle. To rent furniture will cost a minimum of \$2,000. What give-a-ways will be in the booth? Cups and brochures. Less is more in terms of printing.
3. Margaret is putting a budget together.
4. Staffing – who can help staff? Exhibitors get 8 badges and have access to the convention. Pass is \$105 daily otherwise. There is a VGEC GC Exhibit Hall Volunteer sign-up sheet on Google. Exhibit hall opens on June 23 @ 9am. We need to set up Monday, June 22. It closes Wed, July 1 @ 3pm. Barry Norris and William Gleason will be captains for the booth.

## Membership

Cheryl

- Strategic Goal: Membership - Total automation with human outreach: clean the roles, attract vergers
- How do we get there?
  1. Word of mouth
- Proposal on Verger Emeritus membership category
  1. Will be bestowed by the Board as presented by the Board

## Guild Shop

Barry

- New products, new ideas
  1. People have been asking for personalized items. Square coffee cup, pewter tankard, glass mug, pen/pencil set and a leather box. Will start to work away from the jewelry as no really orders items other than rings.
- Migration from Amazon Shop Services
- Policies and procedures for Conference Scholarships Policies about conference free Conference attendance
  1. Scholarships for Conference Attendance - add the motions here

## Review Conference Planning Guide

Terry/Dallas

1. Dallas has done a great job of putting the guide together. It is still a work in process. Scott and others working on.

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## 2016 Conference

Terry/Dallas

1. Dallas presented his report. His agenda was reviewed day by day. Some suggestions were made and it will be reworked. Save-The-Date postcard will be designed in time for the 2015 conference. Possibly consider a theme to go on the postcard. Dallas is considering doing a promotional video for the conference.

## Chapter Development

Rich/Richard

1. Richard presented a report to the Board.

Report to the Board of Directors

4.17.15

Mid-Year Meeting

St. Louis, MO

Chapter Development Committee

The chapter Development committee met by phone conference on April 9, 2015.

Those attending the meeting were:

- Rich Lammlin, Committee Chair
- Richard Parker, Co-Chair
- Margaret McLarty, Diocese of Mississippi
- Martha Sue Blythe, Diocese of Atlanta
- Vyonne Carter-Johnson, Diocese of Texas
- The meeting was called to order at 8:07 EST. Rich welcomed each member to the meeting and thanked them for taking the time to meet. Each participant gave a brief chapter report.
- Connecticut:
- Rich said that he had been out of the country for several weeks recently but is making progress towards his first chapter meeting. He said that the vergers in his state were few and far between but they were getting organized. He also said that in his parish he was training several youths to be vergers and chalice bearers.
- North Carolina:
- Richard reported that the NC chapter had its third meeting in February at St. John's in Charlotte. There were 17 who attended the meeting which began with

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a vested photo in the nave. The keynote speaker was the Regional Deacon who spoke on the "Ministry of the Verger".

- The chapter decided on the 2015 project which will be an Acolyte/Verger Festival in the fall of this year. Two committees were formed to begin the planning process for the event. Richard also said that the meeting started at noon so that no food was served. This worked better for the group since there was no money expected.
- Mississippi:
- Margaret reported that their chapter has its annual meeting during the Diocesan Convention. She reported that they act as Marshals during the general sessions and assist with the worship services. In the past, the chapter's project has been Acolyte Training.
- Margaret is currently working on a new roster of all vergers in the diocese. She also reported that there were about 25-30 members who attend their chapter meetings. Finally, she said that it is good for the clergy to see us working in other parts of the church and not just in our vestments during services. She encouraged all of us to become active on the diocesan level.
- Atlanta:
- Martha Sue said that the Atlanta chapter was one of the largest with 35-40 active members. She noted that 70 vergers pay dues to the chapter. She said that they meet twice a year at different churches with a Bishop.
- Martha Sue also said that the vergers attend the Bishops Commission and help at the diocesan level with other activities. She encouraged us to write a customary for the visit of the Bishop. She is hoping to contact more vergers in the diocese to join the chapter.
- Texas:
- Yvonne reported that her chapter was inactive at this time but that they were looking for some new energy and activity. She said that many people think of vergers for big churches but they were also needed in smaller churches too.
- She also reported that her chapter was trying to come up with a new mission statement. In the past it had been focused on training but since the new guild training course is now more available, she thinks another mission would be more appropriate.

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- General discussion:
- After all reports were given, there was some discussion on several topics. Rich wondered if an online survey might help us look for new ways to form chapters. No decision was made on this topic.
- Several thought a video with the parish priest about “What does the Verger mean to this church” would be a great tool for encouraging more priests to look into the ministry. The idea would be to video several priests making comments about their verger and putting them all together making a short U-Tube production. The video could also be used a clergy conferences, etc.
- The members also discussed how to get new chapters formed. Rich talked of recent activity in Florida and Richard spoke of his efforts in Virginia. A letter from the Bishop of Atlanta was also discussed.
- The meeting was adjourned at 9:14 p.m.

## **New Business**

Duke

- Travel reimbursements
  1. There are no reimbursements at this time. Each board member pays their own expenses. It may be necessary in the future to assist the board conference chairperson with expenses as they travel more than once to the work with the current and future conference chairmen. This needs to be thought through and revisited at another board meeting.
- Future Mid-Year Board meetings - expensive
  1. Do all board members need to be at the Mid-Year Board meeting or can we video conference into the meeting(s)? This needs to be thought through and revisited at another board meeting.
- How to leverage online meetings instead?
- Other
- **12:00PM Adjourn**
  1. **The meeting was adjourned at 12:35pm.**

## **Important Upcoming Events and Notes**

- **Engaged Board:** The #1 way we can be successful!

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- **Blog Topics:** Please help Ken with the blog, story ideas needed, help in writing and development
- **Committee Meetings:** All committee members need to be actively engaged. That's our way to continue to build an ACTIVE guild.
- Check vergers.org email often!

Respectfully submitted,

Cheryl Cantrall

VGEC Board Secretary