



TRINITY EPISCOPAL CHURCH
60 CHURCH STREET
ASHEVILLE, NORTH CAROLINA 28801

GENERAL RESPONSIBILITIES FOR VESTRY MEMBERS

A Prayer of Thanksgiving for the Mission of the Church

Almighty God, you sent your Son Jesus Christ to reconcile the world to yourself: We praise and bless you for those whom you have sent in the power of the Spirit to preach the Gospel to all nations. We thank you that in all parts of the earth a community of love has been gathered together by their prayers and labors, and that in every place your servants call upon your Name; for the kingdom and the power and glory are your forever.
Amen. BCP 838

All vestry members must:

- Be a duly baptized person of the age of 18 years or older
- Have been a member of the parish for one year.
- Been "faithful in giving for the spread of the Kingdom of God" for at least twelve months prior to election This means that you are an active, pledging member of the parish.
- Be a confirmed Episcopalian.

All vestry members should strive to the best of their abilities to:

- Love God with all of your heart, with all of your soul, and with all of your mind.
- Demonstrate a commitment to following the way of Christ.
- Have or be willing to develop an active prayer life.
- Care deeply for the ministry of your parish as well as your fellow brothers and sisters in the parish.
- Be active in and knowledgeable about the parish, its programs, and governance.
- Be known as someone who is fair, respectful of people, interacts well with others, and is respected by parishioners.
- Model leadership within the parish.
- Show enthusiasm for the ministry of service to the parish and community.
- Communicate directly with one another: Be willing to speak up at meetings. Avoid engaging in gossip or complain about others when you have not discussed it with them first.
- Be an active listener by paying attention to those speaking, withholding judgement of the speaker's thoughts, reflecting on what you have heard, and clarify things you do not understand.
- Model joyful, generous and grateful giving: As leaders of the parish, the members of the Vestry should exemplify responsible commitment in their individual giving to the parish. We cannot ask other to do what we ourselves are not willing to do. Vestry members cannot use their tithing as leverage. It is never appropriate for a Vestry member to cut his/her giving as a protest against the Rector or the Church.
- Utilize technology to its fullest extent. Some meetings may occur online so familiarity with online conferencing software such as: Zoom, Google Chat will be necessary. (If you do not know how to use this software, help will be provided to you.)

All vestry members should be able to make the following time commitments (the term of office is three years):

- Vestry meetings
- Committee meetings/work
- Vestry retreat (occurs once per year)
- Important Parish Events
- Annual meeting (occurs once per year)
- Diocesan meetings, as necessary

All vestry members are responsible for:

- Praying for the parish, clergy, and your fellow Vestry members.
- Offering their talents to support the parish's ministry.
- Working with the Rector for the benefit of the parish.
- Regulating the temporal concerns of the parish.
- Being the legal representatives of the parish.
- Setting policy and procedures for parish life and programs (consistent with Diocesan and National Canons).
- Calling a Rector or Interim Rector with the consent of the Bishop.
- Taking training for the prevention of sexual misconduct and abuse of children and/or parishioners. Sexual misconduct and/or abuse will not be tolerated. All clergy are responsible for taking sexual misconduct prevention training every five years. All Vestry members are required to take this training, as all are considered "lay employees". Trainings are held online.
- Raising funds necessary to operate the parish and disburse funds for outreach.
- Setting the budget and determining financial priorities for the parish.
- Modeling joyful, generous, and grateful giving when determining the Diocesan pledge. (The minimum diocesan pledge is 10%.)
- Monitoring financial data to ensure that the parish is staying on budget and sustaining itself with its means.
- Exercising good stewardship of the parish's assets by ensuring that adequate financial controls are in place.
- Negotiating the salaries for the clergy and lay church employees in accordance with Diocesan guidelines.