

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 you Name; for the kingdom and the power and glory are your forever. *Amen* BCP 838

All vestry members must be:

- A confirmed member of the Episcopal Church
- Age of 18 years or older
- A member of the parish for one year
- A "faithful giver 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.

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.
- Being active in and knowledgeable about the parish, its programs and governance.

General Responsibilities for Vestry Members, continued

All vestry members should be able to make the following time and responsibility 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
- Regular Sunday attendance
- Utilize technology to its fullest extent.
- Be familiar with online conferencing programs such as Zoom and Google Meet.