Vestry Nomination Packet

Service for January 2023 to January 2026

“And I heard the voice of the Lord saying,
Whom shall I send, and who will go for us?
Then said I, here am I, send me.”

Isaiah 6:8
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**Vestry Nominating Packet**  
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Dear Bethesda Family,

Between now and the New Year, our church faces a significant collective task: nominating new members to serve on our Vestry. Bethesda-by-the-Sea continues a new era of growth as we welcome our new Rector, Father Tim Schenck. In this important transition, the leadership of our Vestry remains a high priority.

This packet is designed to inform potential volunteers for the Vestry, and others who may nominate candidates, about the responsibilities and requirements for Vestry members.

First of all in this information packet, we feature Father Dannals’ letter to the Nominating Committee because it makes an essential point: that Vestry service is, foremost, a matter of spiritual leadership. The temporal tasks of the Vestry are vital: the Vestry is the legal governing body of our parish, responsible for holding and maintaining all our property and financial assets. Its temporal duties, however, are subordinate to the Vestry’s spiritual calling.

There was a change to the Bethesda by-laws in 2019 that allows members to serve two consecutive terms of 3 years each if selected, nominated by the Vestry, and voted-in by the members at the Annual Meeting.

This year’s deadline for nominations and volunteers is noon, Monday, November 21. By that time, all nominators and volunteers for the Vestry should have filled out and returned one or both of the two forms comprising Item #5 in this packet (see instructions). The final list of four nominees for three-year terms will be presented to the congregation in early January 2023; a vote electing Vestry members will take place at our Annual Meeting on Sunday, January 29, 2023.

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Sincerely,

The Nominating Committee

Edythe Gordon, Chair, John Sory, Senior Warden
Sara Johns Griffen, Rick Wandoff
Maury Wolfe
A Letter from the Interim Rector to the Nominating Committee:

You are charged with recruiting, screening, and presenting a list of nominees to be elected to the Vestry at our Annual Meeting on January 29, 2023. As you carry out this important work, I ask you to approach recruiting as openly as possible. The Vestry as a whole should reflect the rich breadth of our parish family.

Our Canons and By-laws require that nominees be baptized communicants in good standing of at least 16 years of age, regular in attendance at worship, and financial contributors of record commensurate with their means.

While confirmation is not a prerequisite for Vestry service, we ask that anyone who is not confirmed and who accepts nomination be ready to engage in confirmation preparation in the first year of their service and to be confirmed soon thereafter.

Also, please make sure that those you select will not see their role on the Vestry as being an advocate for a particular group or program. Rather those nominated must have the capacity and passion for serving and acting in the best interests of the whole parish.

Serving on the Vestry is both a tremendous privilege and great responsibility. As you discuss this ministry with prospective nominees it will be important to ensure that they understand the entire commitment that Vestry service entails. As we embark on a new era of pastoral leadership within Bethesda, as well as national and world-wide cultural changes, the level of personal and collective discernment will present new challenges for us all. We need members who will plan around their Vestry obligations making them a top priority and who will fully support our shared mission: in prayer, in regular attendance at worship, in strong financial support, and in thoughtful participation in Vestry duties.

We need people on the Vestry who are supportive of the mission, vision, and values set forth in our strategy. They also need to be able to deliberate forthrightly and in a spirit of honesty and charity, not just to quietly go along without voicing their thoughts.

Finally, prospective members must take seriously their call to be spiritual leaders in the parish. This means that Vestry members represent the parish at all times, not just at church. This also means that they understand that the Vestry is first and foremost a body of prayer. Out of that place of deep, shared prayerfulness, we carry out our duties.

I am deeply grateful for your service in this important task. I stand ready to assist you. I will keep you and this nomination process in my prayers.

Faithfully,

Bob Dannals, Interim Rector
For over 130 years, Bethesda has stood as a place of healing and connection to the love and comfort of Jesus Christ. Our magnificent house of prayer and worship has been a destination for people seeking God’s holy presence. Our mission is shown in the figure to the left, and we are continuing to focus our prayers, efforts, and resources on making it a reality. We live out our mission through our eight values shown encircling the mission. Our core objective is collective sacramental worship as represented by the host and chalice.

In 2019, following countless hours of prayer and discernment, Bethesda’s vestry approved a five-year strategic plan (2020-2024) in support of our mission and core values. Resulting in four strategic priorities:

- **Spread Christ’s teachings:** sharing the Good News of God in Christ is central to our faith and the mission given to us in the Great Commission (taken from Bethesda’s mission);
- **Deliver practical outreach:** by focusing outside our walls and meeting the needs of our neighbors, Bethesda becomes the hands and feet of Jesus (taken from Bethesda’s values by supporting community and loving our neighbor);
- **Increase endowment funds:** preparing for the future is integral to good stewardship (taken from Bethesda’s values by practicing stewardship);
- **Preserve and enhance buildings and grounds:** many people are first drawn to Bethesda by our stunning building and grounds. Our facility plays a central role in our ability to accomplish our vision for ministry (by enabling Bethesda’s mission and values).

**Membership**

Bethesda is blessed to be home to almost 1,000 families. All are members but less than half, based on the definitions in the Constitution and Canons of the Episcopal Church, may be defined as “**communicants in good standing**”: **Members** are persons who have received the Sacrament of Holy Baptism with water in the Name of the Father, and of the Son, and of the Holy Spirit, whether in this Church or in another Christian Church, and whose Baptisms have been duly recorded in this Church; **Communicants** are those members who have actually been to church and received communion at least three times in the past year; and **Communicants in good standing** are all communicants of this Church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God.
If you should be elected to Bethesda’s Vestry, you will be asked to affirm in writing that you are prepared to meet the following expectations. You should study and understand these requirements, therefore, and indicate, on the Information Form that you submit, that you are prepared to live up to these expectations:

1. First and foremost, Vestry members must commit to prayer and worship, including regular attendance at Sunday worship and daily prayer for our parish, its leadership, and the Bethesda-by-the-Sea mission and values.

2. Vestry members must fulfill a “duty of loyalty and a duty of diligence” to Bethesda, investing a meaningful amount of time and resources in support of the stated Bethesda purpose. Serving on the Vestry requires more than attendance at monthly and special Vestry meetings; Vestry members will also regularly attend meetings of the committee(s) to which they are assigned, and will frequently attend other parish-wide events, including concerts, picnics, and training classes.

3. Unexcused absences from vestry meetings are not permitted. Absences will be determined as “excused” in the discretion of the Rector and the Senior Warden. Valid reasons to miss a regularly-scheduled meeting include a medical or family emergency or unplanned work requirements placed upon a Vestry member by an employer. Other situations will be considered on a case-by-case basis, preferably addressed in advance. Members will plan travel and other events around the Vestry’s previously scheduled meeting dates.

4. Vestry members must attend all meetings, preferably in person (at least six meetings), but if that is not possible then via Bethesda’s conference call facility using video and voice services. The 2023 Vestry meeting dates are: January 29 (Annual Meeting and Organizational Vestry Meeting), February 23, March 23, April 27, May 25, June 22, July 27, August 24, September 28, October 26, November 23, December 28, and January 28, 2024 (final meeting of 2023 Vestry). A vestry retreat will be scheduled.

5. Vestry members must be ready and willing to employ their skill sets and professional experience to enhance the Vestry’s effectiveness and success. They are expected, as needed, to participate as leaders in Stewardship. The actions of the Vestry are to be transparent while the personal viewpoints of other Vestry members are confidential, as are certain personnel, pastoral and stewardship details.

6. Vestry members represent all parishioners and not specific groups within the parish; they are not advocates for any special interest. Vestry members always pray, think, and act in the best interests of the parish as a whole.

7. Vestry members support Bethesda financially at a level consistent with their means and capacity. Each Vestry member’s annual giving should be one of his or her top three charitable causes, with all Vestry pledges due by each year’s November vestry meeting.

8. Vestry members will attend the full “Inquirers Class” program during their first year of service on the Vestry, (if they have not attended it in the last three years), and the parish’s “Safe Church” training for church members and leaders, as required by our insurers and the Diocese.

9. Vestry members must take full responsibility for the development, safeguarding, and responsible use of all parish resources. This means that every Vestry member must be able to read and understand monthly financial statements, budgets and other pertinent reports.

10. Vestry members must be comfortable and proficient with e-mail and other electronic communications, including accessing attachments and using a video conference call facility.

11. Vestry members should be familiar with the Bethesda Charter, By-Laws and Annual Plan/Budget.
Third-Party Nomination Form for Vestry Membership

Each year, new Vestry members are elected to three-year terms at Bethesda’s Annual Meeting, scheduled for January 29, 2023. Any nominee must be a communicant member of Bethesda at least sixteen years old; must have a record of regular attendance at Bethesda, and must be a contributor of record in support of the parish.

This Nomination Form should be used ONLY if you are nominating someone other than yourself for membership on the Vestry. Any person you nominate must have already agreed to serve if elected. In your role as a nominator, you should obtain the candidate’s consent, have the candidate complete the Biographical Information Form, and submit it with this Nomination Form.

If you are volunteering to serve—which we encourage—you need only to complete and return the Biographical Information Form.

Person making this nomination: ________________________________

Daytime telephone: ________________________________

E-mail address: ________________________________

Name of your nominee: ________________________________

Daytime telephone: ________________________________

E-mail address: ________________________________

How, in your judgment, has your nominee favorably impacted our church and its mission and values?

______________________________________________________________________________

______________________________________________________________________________

What special skills and abilities would this nominee bring to his/her service on our Vestry?

______________________________________________________________________________

______________________________________________________________________________

What other facts about this nominee, if any, would you list as you recommend this candidate to the Nominating Committee?

______________________________________________________________________________

______________________________________________________________________________

Please e-mail the Nomination Form, when completed, and the candidate’s Biographical Information Form, to nominations@bbts.org, or return the completed forms in a sealed envelope addressed to the Nominating Committee either by mail or by dropping it off at the church office NOT LATER THAN NOON, MONDAY, NOVEMBER 21, 2022.
**Biographical Information Form**

**Biographical Information Form for Vestry Candidates**

(Note: The information you provide in this Information Form will be used only for review and consideration by the Nominating Committee, and will be kept confidential.)

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<tr>
<th>Name (as you prefer to see it in print):</th>
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<tr>
<td>Phone:</td>
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<td>E-mail address:</td>
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If you wish, you may add, as a supplement to this form, an up-to-date résumé or biography, attached to this form.

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<tr>
<th>Date of Birth:</th>
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<td>Education:</td>
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<th>Current Career:</th>
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<th>Previous Career:</th>
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<th>Other Interests and Activities:</th>
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<th>Family:</th>
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<th>Volunteer Activities:</th>
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(Continue on Page 9)
As a member of the Bethesda Parish since ________, I have:

________________________________________________________________________________________

In a previous church (or churches), I:

________________________________________________________________________________________

I have read the Statement of Purpose and Membership for Bethesda-by-the-Sea, and the section of this information packet concerning Requirements for Vestry Members, and I affirm that, if called to service on the Vestry, I would be prepared to support and advance the Statement of Purpose, and to fulfill, to the best of my ability, all of the stated Requirements for Vestry Members.

Signature: _______________________________ (To affirm, please add your signature)

Final Statement:
Please add an additional personal comment, responding to one or more of these questions: What other information would you like to put before the Nominating Committee? Why would you like to serve on the Vestry at Bethesda-by-the-Sea? What special skills or abilities, not referred to above, would you bring to our Vestry? What ministry or program at Bethesda particularly interests you? What ministry or program do you feel should be added or improved to deepen spirituality and advance the mission of our church?

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Please e-mail the Nomination Form, when completed, and the candidate’s Biographical Information Form, to nominations@bbts.org, or return the completed forms in a sealed envelope addressed to the Nominating Committee either by mail or by dropping it off at the church office NOT LATER THAN NOON, MONDAY, NOVEMBER 21, 2022.
Current Vestry and Officers

Please note Matt Lorentzen and Robert Diffenderfer are officers and not on Vestry.

We thank the Vestry members who are completing their terms in January 2023:
John Sory, Katie Wandoff, John Brim, Sara Johns Griffen

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