

Saint Timothy's Episcopal Church \* Indianapolis, Indiana  
**Vestry Norms/Expectations**

As vestry members we agree to...

- Commit to serve for three years.
- Take online training: *Safeguarding God's Children* and *Safeguarding God's People*
- Attend monthly Vestry Meetings – signing a covenant that you will miss no more than two meetings during the year.
- Notify the Rector in advance when you are going to miss a meeting by email: [rjfnickel@gmail.com](mailto:rjfnickel@gmail.com) and the day of the meeting by text: 317.650.9728.
- Be informed and prepared for meetings. Please read the documents before meeting.
- Honor the agenda, will start and end on time – keeping meeting to 90 minutes.
- Topics outside the agenda will be documented and tabled for a later meeting.
- Vestry members will lead by example: being willing to be first to make their annual financial pledge commitment and consistent attendance at worship.

When we make decisions, as vestry members we agree to...

- Pray. Seek the guidance of the Holy Spirit in all our decisions.
- Use active listening: Respond by asking for clarification or acknowledging your understanding of the others point of view before you state your ideas. Use “I wonder...” questions.
- Use “I” messages not “You” messages.
- Communicate that you understand, even if you don't agree.
- Participate in no side conversations. What we have to say gets heard by everyone at the meeting.
- Hold no conversations outside of the Vestry meetings.
- Respectfully disagree. Dissent before making a decision is healthy as long as it is respectful.
- Listen to everyone and let whoever is speaking finish without interruption.
- Minority opinion should receive a full voice as we work toward consensus.
- Commit and present a unified Vestry to the parish, once a decision is made.

In general, as vestry members we agree to...

- Cultivate relationships free of triangulation, gossip, sabotage, manipulation or bullying behavior. We will manage conflicts in a healthy way by avoiding triangulation and addressing conflicts directly.
- Follow through on commitments made at the Vestry meetings.
- Hold other members accountable to their commitments.
- Attend as many parish activities & gatherings as possible.
- Follow the electronic communication policy on refraining from conflict and emotional communication on line.
- Maintain confidentiality around all matters pertaining to individuals, personnel, or the congregation.