

## VESTRY MEETING MINUTES

August 15, 2007

**Attendees:** Fr. Mike Billingsley, Ruth Warner, Dianne Belamarich, Peter Dittman, Mary Arnaut, John Diercks, Roger Mahoney, Jay Jacobson, Gretchen Carr

Absent: Sue Ramsley, Phil Robidoux, Steve Pelletier

### VESTRY BUSINESS

1. Opening Prayer (Fr. Mike) – Fr. Mike led the Vestry in Opening Prayer.
2. 7/11/07 vestry meeting minutes unanimously approved.
3. Stress Management – As the vestry and leaders of the church we need to model rest taking and health preservation and safety.
4. Sunday School Update & Discussion – Vicki contacted the remaining Sunday school teachers and came up with a plan for the 2008 school year that looks like it will work. K-2: Linda Lee & Robin Bloomer 3-5: Caroline Correia & Andy Starkis, Rite13: Ruth & Mary, J2A: Jiggs Kent & ? Jenny Timpany has expressed interest in working in a youth group situation. Classroom configuration: Downstairs: Godly Play, Green Room: Nursery, Blue Room: Intermediate, High School Room: Rite 13. J2A will meet at night. Welcome Back Sunday: September 9. Lastly, Vicki will be stepping down as Sunday School Coordinator at the end of the 2008 school year. We'll need to think about looking for a replacement in late spring.
5. Parish Hall Rental –
  - The Islamic Center is looking to rent our hall from 7-11PM Thursday thru Sunday for one month (during Ramadan) while their building is being renovated. Motion passed for Ruth and Mike to come to an agreement on a price with them based on our standing rental contract.
  - The Trail Blazers group is looking for a meeting hall on Sunday evening. Since we don't charge the scouts for use of the hall we would offer the same to them.
  - OSNE rents the hall a couple of times a year. They've given us a \$100 donation to the building fund in addition to their rental charge.
6. Congregational Development Work:
  - Pam Litchfield has stepped in to fill the vacancy on the HMCM committee.
  - 8/20/07 HMCM will discuss youth programs
  - 9/22/07 Tentative Collaboration Retreat
  - 7/12/07 meeting with Bishop Cederholm, Fr. Mike, the wardens and treasures of both churches. Bishop Cederholm has said he will offer a matching grant to fill the gap in between by matching any additional pledge we get above 2007's pledge base to a max of 10K per church in the collaborative.
  - Diocese is willing to offer a stewardship coach this fall.
7. Reports:
  - Sunday School – Item 4 above.
  - Property – Item 5 above.  
Reliable Fire Protection came in and signed off on the kitchen stove.  
One of our members, Cray Small, is an arborist and has offered to give us a class on pruning and gardening and then after the class, attendees would go out and apply what we learned on the church grounds.

- Hospitality – Joint coffee hour isn't working out for either Grace or us. We're moving back to separate coffee hours. We'll ask Grace for a quarterly contribution to defray the cost of the coffee and paper goods. They can leave the pots out after their coffee hour and we'll clean up after  
Welcome Back Sunday: We'll have a pot luck brunch.  
Joint services: August 26 – Grace will host and September 2 – St. Paul's will host
- Financial/Budget – struggling with Church Pro software. Will research if we are in need of an upgrade.  
Mary went thru each question on the audit checklist. There are ten major areas that we should review and keep up to date for auditing purposes.  
Mary, Mike and Phil have gone over the diocesan assessment. We owe them \$2,588.40 to make ourselves current. Vestry unanimously approved paying this amount and getting us current by the end of September.

Sept. 5, 2007

***Addendum to the August 2007 Vestry Meeting Minutes For Financial Section – submitted by Mary Arnaut***

- \* Discussed cancelling paypal account due to security risks. Final assessment and decision to be made.
- \* Discussed paying overdue 2005 assessment installments due for Jan. 2006 through Sept 2007 to be eligible for 2007 Diocese \$15,000. 00 grant this year. Vestry approved payment of the overdue amount to be paid mid-September, assuming funds are available.
- \* Preliminary pre-audit review for year 2006 was presented by M. Amaut. Findings were documented and provided to each Vestry member and for church records. There are several areas to be addressed, primarily clerical errors and procedures. A formal audit is due by the end of September to be eligible for the Diocese grant money.

- Outreach/Fund Raisers – Peter made a suggestion that we have a function where the cost to attend is a backpack for PJB. Roger proposed a gift card program that his children's school utilizes. Roger is also ready to kick off his "Kid's Café" idea.
  - Stewardship – nothing to report
  - Safe Church – nothing to report
  - Priest-in-Residence Report – Ave attendance for July 40.6 - This is in an improvement over past years.
8. Old Business  
Community Outreach – Health Insurance Info Session. Mary will schedule for sometime in October.
  9. New Business  
GUMC Signage – Jay will be discussing with Dave Drye putting up permanent sign.
  10. Next vestry meeting Wednesday, 9/5/1/07, 7:00 PM
  11. Closing prayer and adjournment (Fr. Mike) - Fr. Mike lead the vestry in a closing prayer and the meeting was adjourned.