

## Vestry Meeting Minutes

December 2, 2009

Attendees: Dianne Belamarich, Sue Ramsley, Frank Chase, Mitch Palmer, Mary Arnaut, Fr. Mike Billingsley, Sally Snyder, Dave Spengler, Ruth Warner, Maggie Geller, Steve Pelletier

Absent: John Pavlov

### Vestry Business:

1. Fr. Mike led the meeting with opening prayer
2. November 2009 Vestry Meeting Minutes unanimously approved.
3. Reports:
  - Treasurer's/Finance/Budget – We're good. Financial Summary attached.
  - Sunday School – Nothing to report. Epiphany pageant January 10, 2010. Adult Ed is going well.
  - Property (Sign over front door, painting, furnace issues) – The narthex has been cleaned up and old file cabinet soon to be removed. The furnace needs to be replaced. The property committee will discuss getting bids to present to the vestry. Ruth will look into treads for the ramp. Fr. Mike will request a committee be formed for signage over the front door...instructing them to see Dianne if interested. The insurance company issued a document stating that we need to do some updates to maintain our policy. One big item is the furnace...if we replace it the problem will be solved.
  - Hospitality – We've re-established the coffee hour expectations and gone back to having individuals sign up for providing goodies for it. The dinner between Grace and St. Paul's is planned for Friday, January 15<sup>th</sup> at 7PM. Dianne will send a cordial invitation to Grace. St. Paul's celebrates its 275<sup>th</sup> anniversary in 2010 we should do several celebratory events.
  - Outreach/Fund Raisers – Lifeline screening will utilize the parish hall on March 8, 2010. PJB is very busy this time of year... Donating half the rummage sale proceeds to PJB was unanimously approved by the vestry. We will speak with CRT/Recycling about running an electronics recycling program for a day in March after determining where the used materials end up.
  - Stewardship – 9 pledge cards total about \$18,000. Last year we had 32 pledging units. One of the 9 is a new pledging unit. Steve will email us all an update.
  - GUMC update – All is well. See dinner plans under hospitality.
  - Shepherd's Report – November attendance was good. Have not had any feedback so far to Bishop Shaw's letter regarding permitting clergy to perform, at their discretion, gay marriages...but they cannot use the rite out of the Book of Common Prayer. There will be alternative liturgies.
4. Old Business:
  - Signing Fr. Mike's LOA – Fr. Mike, the warden's and the clerk signed the letter.
  - Possibility of having a Deacon for Collaborative – Maggie Geller is presently an available Deacon with a passion for Mission. Deacons typically have one foot in the parish and one in the world. Fr. Mike's desire for her presence is for her to be a part of a larger outreach/missions program at St. Paul's and Christ Church (collaborative). While Deacons are not paid they do tend to increase the parishes outreach spending.
  - St. Paul's website – Sue has been in communication with Peter. He has run the website for quite some time and paid for it himself. Several people try to maintain the site. Peter might be willing to train someone to take over leading the maintenance of the site. Church emails should be sent with the distribution list in the "BCC" not in the "To" field.
5. New Business:
  - New letterhead/Envelopes – Vestry decided to just copy the letter head on the color copier rather than have it printed professionally.
  - Communications Update – The parish should be surveyed to see how they prefer to receive the Epistle (mailed or emailed).
  - 'Clergy' Parking space(s) –Fr. Mike doesn't think it's a good idea.

- Safe Church – Diocesan training coordinator has reported that the program is presently under review and not holding sessions in 2010. They are looking into making the program a webinar very soon.
  - Recruiting NEW members for Vestry – Nominating committee needs to consist of 2 outgoing vestry members and 3 parishioners. Ruth and Mary will recruit the 3 and then beginning looking for vestry members.
  - Annual Meeting – tentatively scheduled for Jan. 24, 2010 as a potluck.
6. Calendar Review
- 12/24 Christmas Eve service at 7PM
  - 1/6 vestry meeting...Goodbye potluck for outgoing vestry members.
  - 1/15 Dinner with Grace UMC
  - 1/24 Annual meeting and celebration of the Feast of Conversion of St. Paul
  - Need to work on Fr. Mike's installation celebration
7. Next Vestry Meeting—Wed., January 6, 2010
8. Fr. Mike Closed the meeting with prayer.

### **Financial Report for November 4, 2009 Vestry Meeting**

- Summary: We're good!
- I am projecting that we will meet our 2009 budget goals as presented at the January 2009 Annual meeting, in spite of the increased payroll and building expenses incurred. The 2009 budget forecasted a \$10,750.00 shortfall. Our goal is not to exceed \$160,474.00 in expenses as of Dec. 31, 2009. We will exceed our 2009 income goal of \$149,724.00.
- The monthly financial reports are attached and include 1) Statement of Income and Expenses from January 1 through Nov. 30, 2009; 2) Profit and Loss Statement from January 1 through Nov., 2009; 3) Balance Sheet as of Nov. 30, 2009.
- One outstanding November A/P pending authorized copy of work statement for Paul Flaherty Heating & Plumbing in the amount of \$1,152.67.
- Checking balance through Nov. 30, 2009 is \$46,276.99, which includes all money for our operating expenses and \$10,018.00 for our capital improvement building fund. We're just short of target for pledges and higher than expected on non-pledge, loose plate, other rental, fund raisers, and investment deposits.
- Savings balance through Nov. 30, 2009 is \$10,181.18 plus \$4.32 in bank interest to be recorded for total of \$10,185.50.
- Year-to-date income total through Nov. 30, 2009 is \$147,519.61 (104% of budget) and total expenses are \$150,300.99 (98.3% of budget through Nov.)
- All references to the EMC Stock have been removed from the financial reports until the transfer transaction has been completed and the Thomas E. Knight endowment is resolved.
- We have a bank safe deposit box as of Nov. 7, 2009; we still need online/phone read-only access to the bank accounts. The delay in the access was bank error.