

Vestry Meeting Minutes
October 7, 2009

Attendees:, Dianne Belamarich, Sue Ramsley, Frank Chase, Mitch Palmer, Ruth Warner, Steve Pelletier, John Pavlov, Mary Arnaut

Absent: Fr. Mike Billingsley, Sally Snyder, Dave Spengler

Vestry Business:

1. Sue led the meeting with opening prayer.
2. September 2009 Vestry Meeting Minutes unanimously approved.
3. Reports:
 - Sunday School – nothing new to report
 - Property – nothing new to report except that “Reliable Fire” did their semi-annual inspection.
 - Hospitality – need to be more verbal about coffee hours being potluck style.
 - Treasurer’s/Finance/Budget – The audit is complete. The vestry unanimously approved the Audit Documentation and Notes. Through September our expenses were slightly higher than our income. Hopefully, the remainder of the year will make up for this shortfall. EMC stock detail is still pending and thus removed temporarily from the financial reports. The 2009 diocesan assessment will be paid in full by year end and 2010 has been recalculated and will be \$423 less than 2009. It is recommended that we get a safe deposit box at the bank for \$45/year – The vestry unanimously approved Mary opening a safe deposit box. The vestry once approved giving Mary “view only” online access and “phone” access to the bank accounts so she can stay on top of activity and the banking officers signed the documentation to initiate this. Financial reports were distributed.
 - Outreach/Fund Raisers – Polyarts made \$226. It was a great day...St. Paul’s had a nice presence. Rummage sale is Oct. 17 – volunteers are needed.
 - Stewardship – The plan is to first establish a letter and have Fr. Mike and Frank review. Somewhere around Oct. 23 the letter and brochure/flier should be ready to be mailed out. Stewardship Sunday is tentatively scheduled November 15.
 - GUMC update – nothing new to report other than that they have requested to help with the rummage sale. Lee Drye wanted to know how they could also participate in Altar Flowers.
 - Shepherd’s Report – Fr. Mike was absent so nothing to report.
4. Old Business:
 - Operation Christmas Child – Going well. We need to be praying for the children who will be receiving these boxes.
 - St. Paul’s Day (in January) – if we are really going to do something for this we need to start planning.
 - 275th Anniversary in 2010 – will need to start planning for this too.
 - We need to be thinking about planning Fr. Mike’s recognition celebration. Steve will email Pace from Christ Church.
5. New Business:
 - Fr. Mike’s LOA and updated Goals – LTD insurance needs to be discussed. Do we pay for the insurance or do we put the premium \$ toward his retirement instead. We request that Fr. Mike investigate with the diocese and/or privately how much this insurance would cost and discuss with the vestry to determine how to proceed. Regarding the Housing allowance and how long to extend it in the event of a total and permanent disability or death of the Rector...the vestry determined that this figure should be 6 months. Regarding compensation continuation... the vestry needs to determine the meaning of this clause in consultation with Fr. Mike. Guest and Hospitality... This may fall under hospitality budget or will be discussed as a budget item for the collaborative. Section D item 1 change one month to 4 weeks. Of course, the two churches need to come to an agreement on these pieces of the agreement together.
Goals – Reviewed and agreed they were captured as expected. Except under “Reach into Local Community” – we need to clarify the word “Strengthen” under objectives.
 - Planning the 10/11 Morning Prayer service – Fr. Brown is ill and cannot officiate on Sunday. Mitch agreed to officiate morning prayer.
6. Calendar Review – Mary is keeping the online calendar current. She will speak with Peter about making an automatic link to the calendar.
7. Next Vestry Meeting—Weds, November 4, 2009
8. Sue closed the meeting with prayer.

Financial Report for October 7, 2009 Vestry Meeting

Summary: We're good! (See notes below for important updates)

- Audit for 2008 is complete, pending Vestry's final review, approval, and signature so the required documents can be mailed to the Diocese. (The documents were reviewed by Phil Robidoux, as auditor; John Pavlov, Treasurer, David Spengler, independent reviewer, Mike Billingsley, Rector, and Mary Arnaut, preparer.)
- All invoices due by October 15, 2009 have been paid as of today, October 7, 2009 and will be mailed by October 8, 2009 to be received on time.
- Checking balance through September 30, 2009 is \$43,821.15, which includes all money for our operating expenses and \$10,018.00 for our capital improvement building fund.
- Savings balance through September 30, 2009 is \$10,177.00.
- The monthly financial reports are attached and include 1) Statement of Income and Expenses from January 1 through September 30, 2009; 2) Profit and Loss Statement from January 1 through September 30, 2009; 3) Balance Sheet As of September 30, 2009.
- Through September 30, income was \$122,382.47 and expenses were \$127,590.26. Only in March, May, and September did our income exceed expenses. Hopefully, October through December will be good income months.
- 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 request of June 2000 has been resolved.
- The issue with the Diocese, of incorrectly applying our assessment payments in 2008, has been resolved. All past year assessments have been paid. The only remaining balance is for our current 2009 assessment of \$809.97, which will be paid in full by year-end.
- We received our 2010 Assessment notice from the Diocese – Good news – it is down from 2009 by \$423 due to a new formula and our status of operating expenses to a total of \$9143.00
- Our church office safe lock broke and would not open, so the safe was forcefully opened to retrieve the contents. A new safe will be purchased.
- I recommend that we get a church lock box at the bank to safeguard our most confidential and important documents such as: CORI records, insurance policy; stock information; church property ownership records (who owns our property?), etc. I will be happy to make arrangements if Vestry approves.